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# Improving Practice Questionnaire Report

The Microfaculty

March 2014



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14 March 2014

Dear Ms Dadabhoy

This report outlines your patient feedback from the Improving Practice Questionnaire (IPQ). Your results have been illustrated in tables and graphs with associated benchmarks where applicable. Details of score calculation and statistical methods have been provided to help you in the interpretation and understanding of your results. You will also receive an A4 poster summarising your results and a certificate of completion which you may like to display to patients to indicate that you value their views in order to inform positive change within your practice.

If you are carrying out this survey in order to help meet the requirements of the patient participation directed enhanced service (DES) for GMS contract, a guidance template for discussion of these local survey findings and an action plan have been included which may help facilitate discussions with your patient reference group (PRG).

The format of this report has been updated, which we hope will provide you with a clearer picture of performance.

We hope these results give you useful feedback as to how patients rated the practice and its service, and provide you with a basis for reflection. In order to enable us to improve our services we would be grateful if you could complete a feedback form using the following link:

<http://www.cfepsurveys.co.uk/questionnaires/feedback/default.aspx?psid=170524>

Please contact the office on 0845 5197493 or [reports@cfepsurveys.co.uk](mailto:reports@cfepsurveys.co.uk) if you require further information about your report.

Yours sincerely



Helen Powell  
Survey Manager

# Report Contents

## Introduction

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## Introduction

### About the IPQ

The IPQ is a well-established questionnaire widely used in the UK.

Since 2004, over 3,000,000 patients have completed an IPQ providing valuable patient feedback to over 4,000 practices and over 16,000 health practitioners, many of these practices and health practitioners having completed the survey on more than one occasion.

Extensive published validation studies have established that the IPQ is a reliable and sensitive tool: accurately measuring patient satisfaction in designated areas and is sensitive to change - if the IPQ is carried out on more than one occasion any change in patient perception of service can be clearly and reliably monitored.

This report outlines the feedback that has been collected and analysed from a sample of your patients. Full explanation on how to interpret this information can be found in the report. We hope that this feedback is useful and a basis for reflection.

A sample of the IPQ questionnaire is included at the end of this report for reference.

### About the benchmarks

Benchmarks are a useful guide as to how your practice performed in relation to all the practices who have carried out an IPQ survey. Benchmark data provided relates to either all practices or according to practice list size (the practice list size benchmarks displayed in this report are representative of your practice), as we have established this plays a part in scores achieved. However, it should be noted that other factors such as geographical location and clinical setting may also affect scores and benchmarks may not always be truly representative. Furthermore as it is not mandatory for a practice to carry out an IPQ survey, benchmarks provided are effectively based on data collected from a *volunteer* sample. Volunteer samples often perform better than an 'average' sample which could make the benchmarks provided artificially high.

### Your feedback

From the report you will be able to clearly pinpoint areas where you scored well and also those areas where you might feel that improvements may be needed. However, it is advisable to take time to assimilate all the feedback and to avoid scanning the report and noting specific scores on which too much emphasis can be placed. In fact, the clearest reflection of patient satisfaction can often be seen in the frequency and distribution of patient ratings and in their written comments.

A page by page guide to the interpretation of your report has been incorporated in the supporting documentation at the end of this report which you may find useful.

### Other useful information

Together with your report you will receive:

- An A4 poster: to enable you to share the results of your local survey with the patients in your practice.
- A 'Guidance template for discussion of local findings and action plan': completion of which may help you meet the requirements of the patient participation directed enhanced services (DES) for GMS contract, if required.

Your patient feedback

## Your patient feedback

Table 1: Distribution and frequency of ratings, questions 1-28

Question	Poor	Fair	Good	Very Good	Excellent	Blank/spoilt
Q1 Opening hours satisfaction	1	11	30	56	29	2
Q2 Telephone access	1	7	23	58	34	6
Q3 Appointment satisfaction	2	16	35	47	28	1
Q4 See practitioner within 48hrs	7	19	37	45	20	1
Q5 See practitioner of choice	4	17	42	44	19	3
Q6 Speak to practitioner on phone	8	20	46	34	14	7
Q7 Comfort of waiting room	5	16	46	37	24	1
Q8 Waiting time	13	40	33	28	9	6
Q9 Satisfaction with visit	2	4	37	33	47	6
Q10 Warmth of greeting	1	8	35	33	47	5
Q11 Ability to listen	2	3	40	30	46	8
Q12 Explanations	1	7	28	39	41	13
Q13 Reassurance	4	7	33	37	39	9
Q14 Confidence in ability	3	3	31	38	46	8
Q15 Express concerns/fears	2	8	33	39	38	9
Q16 Respect shown	1	7	34	34	45	8
Q17 Time for visit	3	10	36	30	41	9
Q18 Consideration	1	10	37	36	30	15
Q19 Concern for patient	1	5	35	38	32	18
Q20 Self care	1	6	37	36	30	19
Q21 Recommendation	4	4	32	33	40	16
Q22 Reception staff	4	9	23	42	46	5
Q23 Respect for privacy/confidentiality	1	9	31	38	43	7
Q24 Information of services	5	9	33	39	33	10
Q25 Complaints/compliments	3	19	36	38	20	13
Q26 Illness prevention	4	10	39	44	23	9
Q27 Reminder systems	3	15	32	43	24	12
Q28 Second opinion / comp medicine	2	17	29	37	25	19

Blank/spoilt responses are not included in the analysis (see score explanation)

Your patient feedback

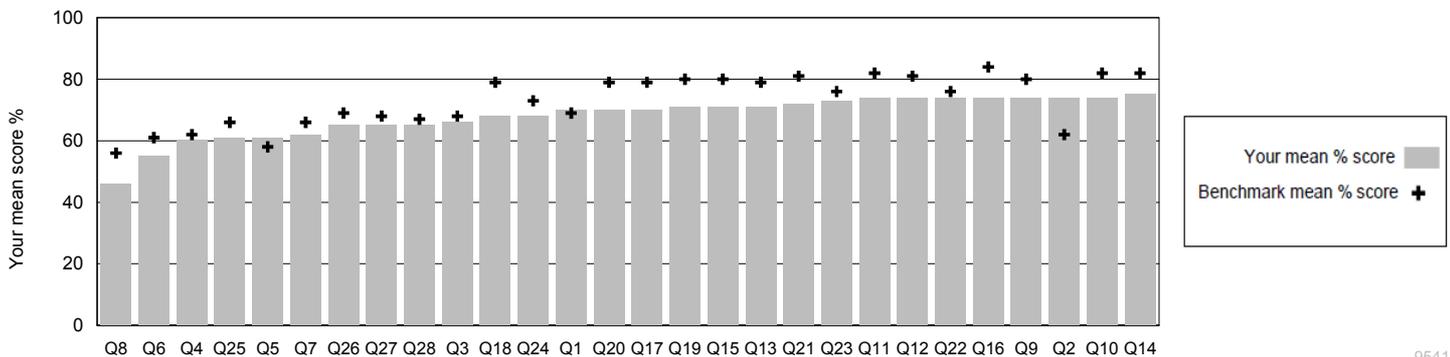
Table 2: Your mean percentage scores and benchmarks from all participating practices

	Your mean score (%)	Benchmark data (%)*					
		National mean score (%)	Min	Lower quartile	Median	Upper quartile	Max
<b>About the practice</b>							
Q1 Opening hours satisfaction	70	69	23	64	68	73	92
Q2 Telephone access	74	62	13	53	63	71	92
Q3 Appointment satisfaction	66	68	23	63	68	74	92
Q4 See practitioner within 48hrs	60	62	18	54	62	70	96
Q5 See practitioner of choice	61	58	22	48	57	65	95
Q6 Speak to practitioner on phone	55	61	25	54	61	67	92
Q7 Comfort of waiting room	62	66	27	60	66	71	90
Q8 Waiting time	46	56	25	50	56	62	90
<b>About the practitioner</b>							
Q9 Satisfaction with visit	74	80	41	76	81	85	97
Q10 Warmth of greeting	74	82	45	78	82	86	96
Q11 Ability to listen	74	82	46	78	83	87	97
Q12 Explanations	74	81	42	77	81	85	97
Q13 Reassurance	71	79	41	75	80	84	98
Q14 Confidence in ability	75	82	43	79	83	87	99
Q15 Express concerns/fears	71	80	45	76	81	85	96
Q16 Respect shown	74	84	49	80	85	88	98
Q17 Time for visit	70	79	38	75	80	84	96
Q18 Consideration	68	79	41	75	79	83	98
Q19 Concern for patient	71	80	43	76	80	84	97
Q20 Self care	70	79	38	75	79	83	97
Q21 Recommendation	72	81	41	78	82	86	99
<b>About the staff</b>							
Q22 Reception staff	74	76	29	72	77	81	96
Q23 Respect for privacy/confidentiality	73	76	43	72	76	80	96
Q24 Information of services	68	73	29	68	73	77	96
<b>Finally</b>							
Q25 Complaints/compliments	61	66	31	62	66	70	96
Q26 Illness prevention	65	69	34	64	68	72	96
Q27 Reminder systems	65	68	27	63	68	72	96
Q28 Second opinion / comp medicine	65	67	30	62	67	71	96
Overall score	68	73	35	69	73	77	95

Your mean score for this question falls in the highest 25% of all means  
 Your mean score for this question falls in the middle 50% of all means  
 Your mean score for this question falls in the lowest 25% of all means

\*Based on data from 927 practices carrying out 1,326 surveys between April 2010 and March 2013 with 25 or more responses. Please note the reliability of your patient feedback may be marginally reduced if less than 25 patient ratings per question is achieved (see table 1). In the event that there are less than 5 patient responses for any question, the corresponding score will not be illustrated. Please see the supporting documents at the end of this report for percentage score calculation and quartile information.

Graph 1: Your mean percentage scores in ascending order of performance with benchmark mean scores from all participating practices



Your patient feedback

Table 3: Mean percentage scores and benchmarks by practice list size (4001-6000 patients)

	Your mean score (%)	Benchmark data (%)*					
		National mean score	Min	Lower quartile	Median	Upper quartile	Max
<b>About the practice</b>							
Q1 Opening hours satisfaction	70	69	50	65	69	73	88
Q2 Telephone access	74	65	29	58	66	73	86
Q3 Appointment satisfaction	66	69	45	64	70	75	89
Q4 See practitioner within 48hrs	60	63	31	55	63	71	89
Q5 See practitioner of choice	61	59	32	51	60	66	87
Q6 Speak to practitioner on phone	55	61	35	55	61	68	86
Q7 Comfort of waiting room	62	66	42	60	66	72	86
Q8 Waiting time	46	55	26	49	56	61	83
<b>About the practitioner</b>							
Q9 Satisfaction with visit	74	80	59	76	81	85	93
Q10 Warmth of greeting	74	82	62	78	83	87	94
Q11 Ability to listen	74	82	61	78	83	87	94
Q12 Explanations	74	81	61	77	81	86	92
Q13 Reassurance	71	79	59	75	80	84	92
Q14 Confidence in ability	75	82	62	78	83	87	93
Q15 Express concerns/fears	71	80	59	76	81	85	92
Q16 Respect shown	74	84	64	80	85	88	94
Q17 Time for visit	70	79	56	75	80	84	91
Q18 Consideration	68	79	58	75	80	84	91
Q19 Concern for patient	71	79	57	75	80	84	91
Q20 Self care	70	78	58	74	79	84	90
Q21 Recommendation	72	81	59	77	82	86	92
<b>About the staff</b>							
Q22 Reception staff	74	77	58	73	78	81	91
Q23 Respect for privacy/confidentiality	73	76	58	73	77	80	91
Q24 Information of services	68	73	55	69	74	77	90
<b>Finally</b>							
Q25 Complaints/compliments	61	66	43	62	68	71	85
Q26 Illness prevention	65	69	47	65	70	73	87
Q27 Reminder systems	65	68	44	64	69	73	86
Q28 Second opinion / comp medicine	65	67	45	63	68	72	86
Overall score	68	73	53	70	74	78	88

Your mean score for this question falls in the highest 25% of all means  
 Your mean score for this question falls in the middle 50% of all means  
 Your mean score for this question falls in the lowest 25% of all means

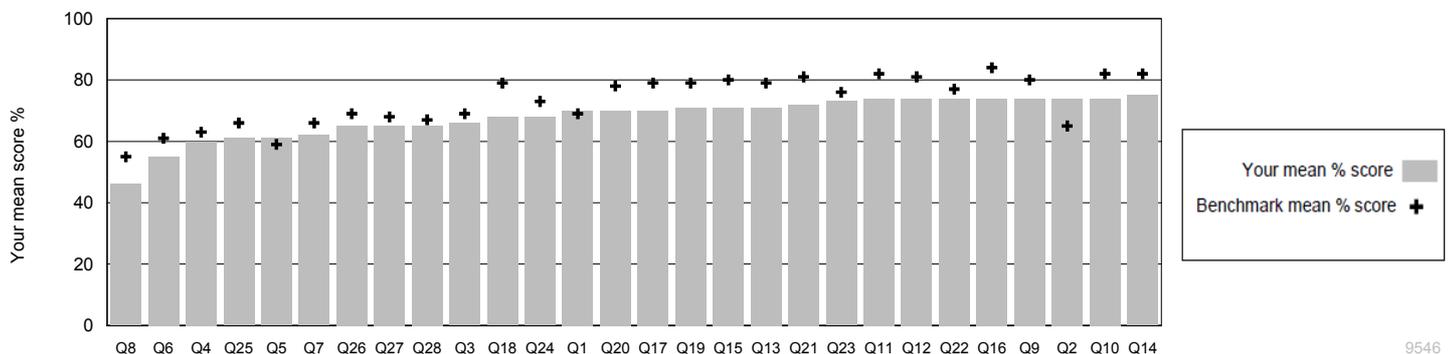
9546

\*Based on data from 184 practices carrying out 263 surveys between April 2010 and March 2013 with 25 or more responses.

Please note the reliability of your patient feedback may be marginally reduced if less than 25 patient responses per question is achieved. In the event that there are less than 5 patient responses for any question, this score will not be illustrated.

See the supporting documents at the end of this report for percentage score calculation and quartile information.

Graph 2: Your mean percentage scores in ascending order of performance with benchmark mean scores by list size (4001-6000 patients)



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## Your patient feedback

Table 4: Your patient demographics  
Number of patient responses by category, your mean percentage scores and benchmarks by practice list size (4001-6000 patients)

	Number of responses	Your mean score (%)	Benchmark data (%)*					
			National mean score (%)	Minimum	Lower Quartile	Median	Upper Quartile	Maximum
<b>Age</b>								
Under 25	7	61	71	46	65	71	76	90
25 - 59	60	62	73	52	68	74	78	87
60 +	54	75	75	51	72	76	79	89
Blank	8	71	71	39	66	72	76	100
<b>Gender</b>								
Female	78	65	73	53	70	74	78	89
Male	42	73	74	52	70	75	79	87
Blank	9	70	72	44	66	72	78	98
<b>Visit usual practitioner</b>								
Yes	84	70	75	57	72	76	80	90
No	28	60	70	48	65	70	75	88
Blank	17	68	72	48	67	72	77	93
<b>Years attending</b>								
< 5 years	22	56	73	52	68	73	78	94
5 - 10 years	22	69	72	52	68	74	78	87
> 10 years	72	73	74	53	71	75	78	91
Blank	13	59	71	43	66	71	78	92

\*Based on data from 184 practices carrying out 263 surveys between April 2010 and March 2013 with 25 or more responses. Demographic category mean percentage scores are calculated from all the ratings from all questions for that demographic group. Please note the reliability of your patient feedback may be marginally reduced if less than 25 patient ratings per category is achieved. In the event that there are less than 5 patient responses for any question, the corresponding score will not be illustrated. Please see the supporting documents at the end of this report for percentage score calculation and quartile information.

## Your patient feedback

Table 5: Your current and previous mean percentage scores\*

	Current scores	14/11/2012	07/11/2008	14/12/2007
Q1 Opening hours satisfaction	70	74	68	68
Q2 Telephone access	74	70	68	67
Q3 Appointment satisfaction	66	68	70	68
Q4 See practitioner within 48hrs	60	62	62	62
Q5 See practitioner of choice	61	64	65	63
Q6 Speak to practitioner on phone	55	57	60	58
Q7 Comfort of waiting room	62	70	70	75
Q8 Waiting time	46	51	54	56
Q9 Satisfaction with visit	74	77	78	77
Q10 Warmth of greeting	74	79	79	79
Q11 Ability to listen	74	80	79	80
Q12 Explanations	74	77	78	77
Q13 Reassurance	71	75	76	77
Q14 Confidence in ability	75	79	79	81
Q15 Express concerns/fears	71	77	77	78
Q16 Respect shown	74	80	81	82
Q17 Time for visit	70	75	72	70
Q18 Consideration	68	72	76	75
Q19 Concern for patient	71	74	76	75
Q20 Self care	70	73	--	--
Q21 Recommendation	72	77	78	79
Q22 Reception staff	74	79	78	81
Q23 Respect for privacy/confidentiality	73	77	78	81
Q24 Information of services	68	75	75	78
Q25 Complaints/compliments	61	66	64	68
Q26 Illness prevention	65	70	71	72
Q27 Reminder systems	65	72	66	71
Q28 Second opinion / comp medicine	65	66	66	71
Overall score	68	72	72	73

-- no data available, question introduced in October 2009.

\*Dates in the table relate to date of application to carry out the survey.

## Your patient feedback

All written patient comments have been included in their entirety but details which could identify a specific patient have been removed to ensure anonymity.

## Any comments about how this practice could improve its service?

- I am happy with the overall service. Waiting time sometimes can't be help i.e. if I am late they will fit me in.
- Nurse is very good and helpful.
- Please see about cutting down waiting times to see a doctor or nurse. Patients have been known to wait for up to 45 minutes or more, which is very inconvenient. Patients were known to leave without seeing doctors due to this problem.
- The service is very adequate.
- None.
- Doctors should be go on the right time with booking from patient.
- There are some excellent staff but I had few but moments.
- The waiting time is the biggest problem for one, if I have a 10.00am appointment there's been many times that I'm not seen until 10.40am.
- Everything is fine. I am satisfied.
- The nurses are all excellent and the reception staff. No improvements that I can think of.
- One of the doctors should be more patient and caring for their patient. Not to be rude or make them feel uncomfortable - the doctor is here to help not to judge and criticise. We pay our taxes!
- One doctor is not helpful at all. Most of the people always complain about their behaviour. The doctor is rude to patients.
- Be more punctual on appointments.
- I waited for 1 hour past my appointment time. I thought that was outrageous. This should be seen to.
- I find it excellent in all.
- Maybe a little later in the evening.
- There is always room for improvement.
- I have been a patient for over 35 years and I would recommend this surgery to anyone.
- Waiting time in waiting room lengthy.
- Maybe have one doctor a day just for emergency appointments.
- Try not to speak to patients abruptly, not to make assumptions on a doctor's behalf, reception staff should remain to be as such.
- I find I am seen promptly by the nurse but can spend up to 30 minutes waiting to see a doctor at the practice i.e. never seen on time by a doctor.
- Please respond to complaints (not related to this visit).
- Doctors running late all the time. If patient is late may not be seen.
- Chairs not very comfortable.
- The new chairs are awful!
- None.
- Waiting time in reception very lengthy at times especially mornings.
- Need a full time nurse. Re-introduce blood test. Early and late appointments.
- Improvement not needed.

## Your patient feedback

All written patient comments have been included in their entirety but details which could identify a specific patient have been removed to ensure anonymity.

### Any comments about how this practice could improve its service?

- Its brilliant all round. Two doctors are excellent.
- Not really, as it is already going excellent service.
- Nothing special.
- Try empathy. Try listening. Be more accommodating. Be less abrupt.
- Doctors always run late.
- Hear what I am saying might be good.
- Need to have more appointments to see nurses/doctor including Wednesdays.

### Any comments about how the doctor/nurse could improve?

- Happy.
- The receptionists are very good and friendly.
- One doctor should improve his behaviour.
- My booking to see the doctor some time wait over 30 minutes. The result from hospital send to them and did not read properly, and give me a call when my result negative.
- Everything is good.
- Doctor is very good. Always pleased with my appointments.
- Excellent GP who I have the greatest respect for.
- No.
- They are very good.
- One doctor is still the best.
- No, excellent.
- Seek to cut down waiting times.
- To run on time.
- The practice should have some way of notifying people of any delays i.e. if a doctor is running behind schedule.
- Try not to rush people out of the door.
- Reception knowledge, helpfulness could be better. Make assumptions without checking your systems. Never clear on purpose of matters.
- My doctor is excellent so cannot think of any way he can improve.
- Improvement not needed.
- Doctor to be more on time. Patients not always seen if they are late.
- Make it so I don't have to wait one hour to see a nurse.

Supporting documents

## Supporting documents

### Details of score calculation

The score provided for each question in this questionnaire is the mean (average) value of all of the ratings from all patients who completed the question. It is expressed as a percentage - so the best possible score is 100%.

Example using data from your Q1 Opening hours satisfaction

Total number of patients responses = 129

Questionnaire rating scale	Poor	Fair	Good	Very Good	Excellent	Blank/spoilt
Number of ratings	1	11	30	56	29	2

Value assigned to each rating	0	25	50	75	100	n/a

$$\frac{(\text{number of Poor ratings} \times 0) + (\text{number of Fair ratings} \times 25) + (\text{number of Good ratings} \times 50) + (\text{number of Very Good ratings} \times 75) + (\text{number of Excellent ratings} \times 100)}{(\text{Total number of patient responses} - \text{number of blank/spoilt})} = \frac{(1 \times 0) + (11 \times 25) + (30 \times 50) + (56 \times 75) + (29 \times 100)}{(129 - 2)} = 8,875/127$$

Your mean percentage score for Q1 = 70%

### Explanation of quartiles

In statistics a quartile is any one of the three values that divide data into four equal parts, each part represents ¼ of the sampled population.

Quartiles comprise:

- Lower quartile, below which lies the lowest 25% of the data
- The median, cuts the data set in half
- Upper quartile, above which lies the top 25% of the data

Please note that the benchmarks presented in this report are based on data obtained from a volunteer sample of practices, and as such may be artificially high.

Question	Your mean score (%)
Q1 Opening hours satisfaction	70

Benchmark data (%)*				
Min	Lower quartile	Median	Upper quartile	Max
23	64	68	73	92

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\*Based on data from 927 practices carrying out 1,326 surveys between April 2010 and March 2013 with 25 or more responses.

## Supporting documents

Page by page guide to the interpretation of your report

### Page 1

The frequency distribution table (table 1) shows the number of patient ratings from poor to excellent and the number of 'blank/spoilt' responses for every question (a blank response is where a patient did not respond to the question and a spoilt response is where more than one tick box option was chosen or if the questionnaire was defaced). If these values are added up, for any one question, this will equate to the total number of patients surveyed (shown in the top right hand corner of the page). This table clearly shows the degree of satisfaction patients have with each aspect of the practice considered. Please note the spread of the ratings. Are they widely spread or closely packed around one or two specific ratings? One or two higher or lower ratings can make a big difference to your mean percentage scores illustrated in tables 2 and 3.

### Page 2

The mean percentage score and benchmark table (table 2) illustrates your mean percentage scores for each question calculated from the data in table 1. Each score is the mean (average) score calculated from valid patient ratings (i.e. not the blank/spoilt responses) expressed as a percentage (see score calculation sheet also in the supporting document section of your report). It has been established by our statisticians that the reliability of your patient feedback for any one question may be marginally reduced if less than 25 valid patient responses is achieved (this number can be determined from table 1). In the event that there are less than 5 patient responses, the corresponding score for the question will not be illustrated.

Your scores have been displayed in colour coded boxes to indicate how your score falls within the benchmark data (within the highest 25%, the middle 50% or the lowest 25% of all the mean percentage scores achieved by all practices in the benchmark sample). The provenance of the benchmark data is provided in the footer below the table.

Graph 1 illustrates your mean percentage scores in ascending order of performance with benchmark means from all participating practices.

### Page 3

Table 3 and graph 2 are the same as for page 2, but with benchmarks provided relevant to your practice list size. Evidence indicates that practices with smaller list sizes tend to perform better than those with larger list sizes.

### Page 4

Table 4 shows the number of patient responses from each 'demographic' group detailed on the questionnaire i.e. age, gender, if the patient saw their usual practitioner or not and the number of years attending the practice. Demographic category mean percentage scores are calculated from all the ratings from all questions for that demographic group. Associated benchmark mean scores relevant to your practice list size are also provided.

The same criteria concerning reliability of the feedback as explained in Page 2 above applies.

### Page 5

Table 5 lists your current scores for each question together with scores from your last 3 surveys (if applicable) for comparison.

### Page 6

Patient comments usually reflect scores achieved. The IPQ was designed to simulate the patient's chronological journey through their visit to the practice. Although the questions in the IPQ are generic, comments can pinpoint specific issues identified by the patient from any part of this journey. If there is a particular problem within the practice e.g. getting through in the morning on the telephone or the lack of chairs in the waiting room suitable for the elderly, this can be clearly picked up in the themes and frequency of comments.

In order to ensure patient anonymity, any personal identifiers are removed. In the unlikely event that we receive a written comment which might relate to serious professional misconduct (e.g. allegations of sexual assault), the comment would be referred to our Clinical Associate who would discuss the matter with you.

# Improving Practice Questionnaire



OFFICE USE ONLY	Org ID
	Survey ID
	Practitioner ID

## You can help this general practice improve its service

- This practice would welcome your honest feedback
- Please read and complete this survey after you have seen the
- All the information provided by patients is put together in a report for the practice. Your answers will not be identifiable. Any comments you make will be included but all attempts will be made to remove information that could identify you.
- Once completed, please return this survey to reception in the envelope provided

Please mark the box like this  with a blue or black ball-point pen. If you change your mind just cross out your old response and make your new choice.

**When giving your feedback, please only consider the consultation you have had today.**

### About the practice

	Poor	Fair	Good	Very good	Excellent
1 Your level of satisfaction with the practice's opening hours	<input type="checkbox"/>				
2 Ease of contacting the practice on the telephone	<input type="checkbox"/>				
3 Satisfaction with the day and time arranged for your appointment	<input type="checkbox"/>				
4 Chances of seeing a doctor/nurse within 48 hours	<input type="checkbox"/>				
5 Chances of seeing a doctor/nurse of <u>your</u> choice	<input type="checkbox"/>				
6 Opportunity of speaking to a doctor/nurse on the telephone when necessary	<input type="checkbox"/>				
7 Comfort level of waiting room (e.g. chairs, magazines)	<input type="checkbox"/>				
8 Length of time waiting in the practice	<input type="checkbox"/>				

### About the doctor/nurse (*whom you have just seen*)

	Poor	Fair	Good	Very good	Excellent
9 My overall satisfaction with this visit to the doctor/nurse is	<input type="checkbox"/>				
10 The warmth of the doctor/nurse's greeting to me was	<input type="checkbox"/>				
11 On this visit I would rate the doctor/nurse's ability to really listen to me as	<input type="checkbox"/>				
12 The doctor/nurse's explanations of things to me were	<input type="checkbox"/>				
13 The extent to which I felt reassured by this doctor/nurse was	<input type="checkbox"/>				
14 My confidence in this doctor/nurse's ability is	<input type="checkbox"/>				
15 The opportunity the doctor/nurse gave me to express my concerns or fears was	<input type="checkbox"/>				
16 The respect shown to me by this doctor/nurse was	<input type="checkbox"/>				
17 The amount of time given to me for this visit was	<input type="checkbox"/>				

Please turn over ↶



### About the doctor/nurse (continued....)

Poor Fair Good Very good Excellent

18	This doctor/nurse's consideration of my personal situation in deciding a treatment or advising me was	<input type="checkbox"/>				
19	The doctor/nurse's concern for me as a person on this visit was	<input type="checkbox"/>				
20	The extent to which the doctor/nurse helped me to take care of myself was	<input type="checkbox"/>				
21	The recommendation I would give to my friends about this doctor/nurse would be	<input type="checkbox"/>				

### About the staff

Poor Fair Good Very good Excellent

22	The manner in which you were treated by the reception staff	<input type="checkbox"/>				
23	Respect shown for your privacy and confidentiality	<input type="checkbox"/>				
24	Information provided by the practice about its service (e.g. repeat prescriptions, test results, cost of private certificates etc)	<input type="checkbox"/>				

### Finally

Poor Fair Good Very good Excellent

25	The opportunity for making compliments or complaints to this practice about its service and quality of care	<input type="checkbox"/>				
26	The information provided by this practice about how to prevent illness and stay healthy (e.g. alcohol use, health risks of smoking, diet habits etc)	<input type="checkbox"/>				
27	The availability and administration of reminder systems for ongoing health checks is	<input type="checkbox"/>				
28	The practice's respect of your right to seek a second opinion or complementary medicine was	<input type="checkbox"/>				

Any comments about how this **practice** could improve its service?

Any comments about how the doctor/nurse could improve?

The following questions provide us only with general information about the range of people who have responded to this survey. No one at the practice will be able to identify your personal responses.

How old are you in years? <input type="checkbox"/> Under 25 <input type="checkbox"/> 25-59 <input type="checkbox"/> 60+	Are you: <input type="checkbox"/> Female <input type="checkbox"/> Male	Was this visit with your usual clinician? <input type="checkbox"/> Yes <input type="checkbox"/> No	How many years have you been attending this practice? <input type="checkbox"/> Less than 5 years <input type="checkbox"/> 5-10 years <input type="checkbox"/> More than 10 years
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**Thank you for your time and assistance**



# *Certificate of Completion*

This is to certify that

**The Microfaculty**  
107-109 Chingford Mount Road  
Chingford  
LONDON  
E4 8LT

**Practice List Size: 4200**  
**Surveys Completed: 129**  
has completed the

**Improving Practice Questionnaire**

Completed on 14 March 2014



**Michael Greco**  
**Director**



Thank you to all patients who participated in this survey.  
By letting the practice know your views, positive changes can be made for the benefit of all patients.