

Core brief

Daily update
(12 October 2022, 1.45pm)

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- Reminder: FRSMs should be worn at all times in all clinical areas
- Armed Forces Information Sessions
- Staff Health and Wellbeing Survey
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Reminder: FRSMs should be worn at all times in all clinical areas

NHSGGC has seen an increase in respiratory viruses over the past few weeks. Staff are reminded that for the protection of everyone, the IPCT advise a FRSM is worn at all times in all clinical areas. Masks should only be removed while eating or drinking.

Staff are also reminded the **ALL** staff are required to wear FRSM when advised by IPCT as part of outbreak control measures or as part of TBPs where the patient has a confirmed/suspected respiratory virus.

Armed Forces Information Sessions

A series of sessions have been arranged to outline and share progress with staff on the pledges made by [NHS Greater Glasgow and Clyde](#), through the Armed Forces Covenant and the Defence Employer Recognition Scheme.

These sessions also provide an opportunity to seek feedback from staff within the Armed Forces Community around engagement going forward, both more widely with any Board updates, and with each other, to support sharing experiences.

The details of these sessions are below.

If you are interested in joining an ‘in person’ session, please contact the [Staff Experience team](#) to book in. For sessions run via MS Teams, there is no need to book, just click the link below at the beginning of the session.

Date	Time	Venue
Tuesday 1 November	1 – 1.30pm	Conference room 2.16B, Vic ACH
Wednesday 2 November	12 noon – 12.30pm	MS Teams (Click here to join the meeting)
Thursday 3 November	1.15 – 1.45pm	Classroom 3, Royal Alexandra Hospital
Friday 4 November	12 noon – 12.30pm	MS Teams (Click here to join the meeting)
Monday 7 November	12 noon – 12.30pm	MS Teams (Click here to join the meeting)

Tuesday 8 November	12.30 – 1pm	Seminar / Education room, Level 5 (WS5 – 033), Queen Elizabeth University Hospital
Wednesday 9 November	1.30 – 2pm	Lecture Theatre 1, Lister Building, Glasgow Royal Infirmary
Thursday 10 November	1.30 – 2pm	Seminar room 4, Stobhill ACH

Staff Health and Wellbeing Survey

NHSGGC wants to encourage and promote good staff health and wellbeing and want to ensure that any actions we propose will be meaningful.

Your views and opinions will help us to shape and develop services and support for staff health and wellbeing.

The Staff Health and Wellbeing Survey is now open to staff. To participate please visit: <https://link.webpolsurveys.com/S/51D7BFC54D724D88> or click on the QR code (right).

There will be an opportunity to complete this survey in paper format for anyone wishing to do so. Please speak to your manager who will make this available for you. A copy of the survey is also available to print off by [clicking here](#).

Printable copies have also been sent to Facilities Managers on Acute sites and HSCP contacts for dissemination to line managers.

If you are unable to access the survey in this way please email HIAdmin@ggc.scot.nhs.uk and a copy will be emailed to you for printing

The survey will remain open until Friday 29 October

Note: Can managers/supervisors make arrangements for paper copies to be returned by staff confidentially.

All completed surveys to be returned to: **Stephanie Leith, Health Improvement Team, 1st Floor, West House, Gartnavel Royal Hospital, 1055 Great Western Road, G12 OXH.**

There is also a prize draw opportunity for anyone completing the survey. Details on how to enter are in the survey.

This has been brought to you by the Staff Health Strategy.

Reporting salaries correctly

If you complete SSTS or eESS, or are a manager responsible for staff salaries, then we want your help in ensuring that staff are paid correctly and on time.

A simple way to do this is by making sure that all leave, absence, overtime and changes to pay are recorded and authorised on time and accurately through the appropriate systems in advance of payroll deadlines.

For payroll deadlines and FAQ's visit [StaffNet](#). For information or support on particular transactions or queries you can contact the relevant teams at:



Team or Service	Example of Queries or Support	Contact Details
eESS	Recording changes to location, band, hours, termination of employment, etc.	HR Portal - NHS GGC HR (service-now.com)
HR Support & Advice Unit	Annual leave, maternity leave, terms & conditions of service, etc.	HR Portal - NHS GGC HR (service-now.com)
SSTS	Recording shifts, absence, overtime etc.	ssts.team@ggc.scot.nhs.uk
Central Bank	Shifts worked, annual leave requests etc.	staff.bank@ggc.scot.nhs.uk
Payroll	Other payments, payroll guidance, etc.	GGCPayrollQueries@ggc.scot.nhs.uk
Expenses	New claimants, insurance certificates, etc.	eExpenses@ggc.scot.nhs.uk

Seasons of Change, Autumn 2022 – Another chance to reflect on loss, grief and bereavement

Following on from our promotion yesterday of ‘To Absent Friends Week’, we are continuing to provide opportunities to reflect on the natural emotions of loss, grief and bereavement with the return of Seasons of Change.

This will be in a similar format to our Spring Session, with everyone invited to join at some point over the week 7-11 November. The video will be played on a live loop each day between 12:00-2:00pm on MS Teams, however there is also an opportunity for people to watch in their own time once the recording is made available.



There is no active participation necessary, rather staff are encouraged to listen and reflect on the various contemplative pieces (sessions will also have subtitles).

To register for the event and receive access to the event link [please register using this link](#). If you would like more details on this event or watch our Spring Session head to the [ACP Events webpages](#).

All events are open to everyone from across Acute, Community, Primary, as well as the Independent and Third Sectors.

For any enquires about any of these events please email: acpsupport@ggc.scot.nhs.uk.

Please keep up-to-date with the latest guidance on our dedicated web pages at: www.nhsggc.scot. If you have any questions about the current situation please check the FAQs first. If you have any further questions, please visit the [HR Self Service Portal](#).

Staff are reminded to make sure their [personal contact details are up to date on eESS](#).

It is important to share Core Brief with colleagues who do not have access to a computer. A full archive of printable PDFs are available on [StaffNet](#)