

# Core brief

## Daily update

(14 August 2025, 12.30pm)

Topics in this Core Brief include:

- New functionality in TrakCare
- Important notice: Staffnet Legacy – Page Owners and Editors

## New functionality in TrakCare

We are pleased to announce the launch of new TrakCare functionality enabling clinical and administrative staff to send an **electronic copy of clinical letters directly to the patient's GP**. This enhancement supports improved communication and continuity of care across NHSGGC.

It introduces a new checkbox on the letter screen that allows users to send a copy electronically to the GP, removing the need to print and post. This applies to the following six letter types (found under Menu 'Letters Generic'):

- Clinical Summary Letter to **Patient**
- **Referral** Letter
- **Transfer** Letter
- **MDT** Letter
- **Social Services** Letter
- **Clinical** Letter

This development has been a joint collaboration between clinical services and eHealth, shaped by feedback from users across multiple specialties.

We are confident that this functionality will bring several key benefits:

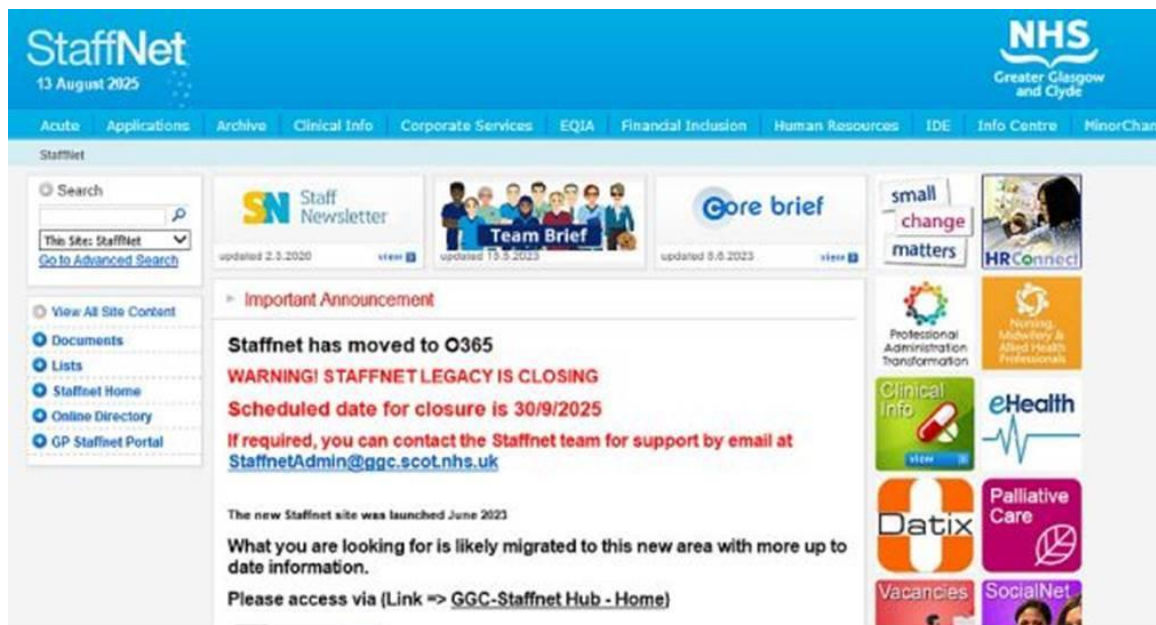
- **Improved patient safety** through timely delivery of clinical information to GPs.
- **Streamlined workflows**, reducing reliance on manual printing and postal processes.
- **Greater efficiency**, enabling staff to manage correspondence directly within TrakCare.

Looking ahead, eHealth continues to work on further enhancements to TrakCare that will support integrated care and reduce administrative burden.

As we prepare for the Go-Live date - currently scheduled for the 18th August, we encourage all users to familiarise themselves with this new functionality via the linked [user reference guide](#).

## Important notice: Staffnet Legacy – Page Owners and Editors

The old StaffNet site listed as Staffnet Legacy in your browser is closing, and access will be withdrawn on 30 September 2025.



The new Staffnet site, launched in June 2023, has replaced the old site.

eHealth are currently engaged with page owners to relocate the remaining content and documents however if you are a page owner and are not currently working with eHealth to relocate content, please contact the Staffnet Admin Team at [StaffnetAdmin@ggc.scot.nhs.uk](mailto:StaffnetAdmin@ggc.scot.nhs.uk),

Please ensure that any content and documents are relocated to Teams, a Shared Drive, or the new M365 Staffnet as soon as possible.

If you do not relocate your content by 30 September, you will lose access to it.

**Remember, for all your latest news stories, visit the Staffnet Hub:**  
[GGC-Staffnet Hub - Home \(sharepoint.com\)](#)



\*\*\*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 [website](#)