

Core brief

Daily update

(15 September 2020, 3.05pm)

Topics in this Core Brief:

- Everyone Matters Pulse Survey – message from Alan Cowan and Dorothy McErlean
- Fire is Everyone's Business!

Everyone Matters Pulse Survey – message from Alan Cowan and Dorothy McErlean

You will have been contacted about the Everyone Matters Pulse Survey in one of the following ways - a direct email or SMS message containing your personal survey link, or a personal paper copy of the questionnaire from your line manager with the opportunity to fill it in during your regular face to face briefings. You may also have seen information about the survey in the Core Brief about the national "Everyone Matters Pulse Survey".

The annual iMatter survey was paused during COVID and will not be run this year. It is important to understand how staff have felt during this time and it was agreed in partnership to do a pulse survey to give all staff the opportunity to tell us about your experience during COVID up until now. It is purposely short and focussed and should only take about 10 minutes to complete.

The questions cover:

- Your overall wellbeing and personal experience of work during the COVID period
- Two qualitative questions inviting you to describe what is most worrying you and what is supporting you
- Two short questions about your work environment
- Finally, a suite of demographic questions about you. These cover areas about you such as gender, ethnicity, disability and are asked because we are committed to ensuring that no member of staff is unfairly discriminated against whilst at work.

Your responses will be anonymous and will not be tracked back to you even though it asks for some personal information. It is really important for the Board to hear your experience and we would encourage staff to take up this opportunity to complete the survey.

The Board will get a report from the pulse survey and each Directorate/HSCP will also get an individual report. This will enable us to develop an action plan to support our staff going forward.

For staff members receiving the survey by email, a reminder email with a link to the survey has been sent out this week, and again next Monday.



The deadline for responding is Wednesday 23 September at 5pm. After this time, you will no longer have access to the link. Paper copies have slightly longer to be completed, but they should be returned in the prepaid envelope provided by your line manager no later than Wednesday 30 September so that your paper response can be included in the survey system. Any paper questionnaires received after this time will not be included.

Thank you for taking the time to respond.

Alan Cowan
Co Chair
Staff Governance Committee

Dorothy McErlean
Co Chair
Staff Governance Committee

Fire is Everyone's Business!

All Staff are reminded that they have a statutory requirement to complete their Fire Safety Training.

Fire Safety Training should be completed by all staff via LearnPro annually. The module can be found on LearnPro, Course Code: GGC001 Fire Safety Training.



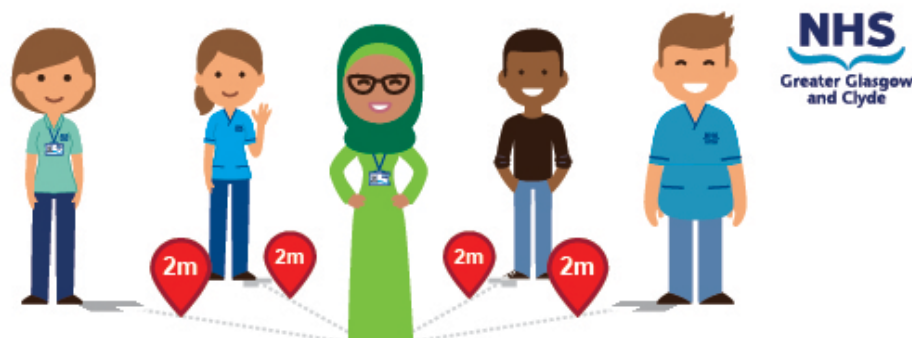
If you don't have a LearnPro account please contact LE Support on 0141 278 2700, option 3 and have your NHSGGC payroll number handy. This will be used as your personal identifier so that your completed learning can be accurately recorded. You can also speak to your line manager as face to face General Awareness Fire Training sessions are being run across all Board sites.

Ward Managers are also reminded that in addition to the LearnPro module ward based staff should also be provided with ward based fire safety orientation training annually as per the fire safety policy.

If you have any queries regarding this please contact FireSafety@ggc.scot.nhs.uk

Please keep up-to-date with the latest guidance on our dedicated web pages at: www.nhsggc.org.uk/covid19. If you have any questions about the current situation please check the [FAQs](#) first. If you have any further questions, please email: staff.covid19@ggc.scot.nhs.uk

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



It's important to maintain the social distancing rule.
Respect personal space and keep 2 metres apart.

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](#)