

# Core brief

## Daily update

(21 February 2024, 1.50pm)

Topics in this Core Brief:

- Sharps LearnPro Module
- eESS - Staff on Fixed Term Contracts (FTCs)
- Care Home Learning Forum

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

## Sharps LearnPro Module

Clinical staff who use sharps are reminded that they are required to undertake the NES module Prevention and Management of Occupational Exposure. This module **must** be completed every two years.

NHSGGC continues to monitor completion rates with compliance reports distributed to directors and chief operating officers on a monthly basis.

Reports are updated each month and are available from the Corporate Workforce Dashboard, Named Lists tab. It is important these reports are reviewed regularly at a local department level to ensure the information relating to compliance is accurate. This includes:

- Employees are in the correct staff group (department/service)
- The correct scope has been applied - 'In-scope' means the person is required to undertake the training and 'Out-of-Scope' means the person is not required to undertake the training. Further guidance relating to scoping is available [here](#).

Any inaccuracies with the reports including removing or returning staff to being in scope should be reported to the workforce team on:

[Workforce.Information@ggc.scot.nhs.uk](mailto:Workforce.Information@ggc.scot.nhs.uk).



Make Safety  
Personal

Managers etc who cannot access the Named Lists tab should also contact:  
[Workforce.Information@ggc.scot.nhs.uk](mailto:Workforce.Information@ggc.scot.nhs.uk).

To access LearnPro, visit: [learnPro NHS - Login \(learnprouk.com\)](https://learnprouk.com)

## eESS - Staff on Fixed Term Contracts (FTCs)

Across NHSGGC, there are a number of staff that have been recruited on a fixed term contract. All managers are required to provide a contract end date for these positions on eEES.



A request to all managers to check their relevant staff lists for those on a fixed term contract and ensure a contract end date is captured. Where this has expired, please raise a ticket providing appropriate action – End of Contract, Extension of Contract or Post Made Permanent.

This can be done via the HR Connect Portal ([HR Portal - NHS GGC HR \(service-now.com\)](https://service-now.com)). Please note this is not available via Manager Self-Serve.

Latest staff lists can be viewed by running an OBIEE report titled 'Staff in Post' from the Managers Dashboard. This is not available via Managers Self-Serve.

Please ensure this is managed and updated regularly moving forward.

## Care Home Learning Forum

The Care Home Learning Forum aims to bring together Registered Nurses (RN) across all care homes, HSCPs teams and acute settings to share experience and practice across the NHSGGC area.

A promotional poster for the Care Home Learning Forum. It features the 'Let's Grow Together' logo in green and blue. The text describes the forum as a space for registered nurses to learn together and share knowledge. It states the first meeting is on Thursday 14th March at 1:30pm. A QR code is provided for registration, along with a list of topics: 1:30pm - Future Care Planning/Anticipatory Care Planning, 2pm - Palliative Care - Pain Assessment, 2:30pm - Palliative Care - Agitation, and 2:45pm - Mouth Care. A link to register is also provided.

**Care Home Learning Forum**

**Let's Grow Together**

The Care Home Learning Forum is a space for all registered nurses with an interest in care homes to learn together. It is an opportunity to share knowledge and experience, building connections and peer support networks with colleagues across settings.

The first meeting of the Care Home Learning Forum will take place on Thursday 14th March at 1:30pm.

Topics:

- 1:30pm - Future Care Planning/Anticipatory Care Planning
- 2pm - Palliative Care - Pain Assessment
- 2:30pm - Palliative Care - Agitation
- 2:45pm - Mouth Care

Scan QR code or [click here](#) to register

Our first session is via MS Teams on Thursday 14 March at 1.30pm.

We aim to recognise, celebrate and highlight the impact of nursing practice in the care home setting, and establish a supportive community of learners and peer support networks. The 90 minute sessions are divided into accessible bite sized learning opportunities for busy RNs and are jointly chaired by RNs from Care Homes and HSCP teams.

Please scan the QR code or [click here](#) to register for the Learning Forum MS Teams link.



For further information please email: [ggc.chccontact@ggc.scot.nhs.uk](mailto:ggc.chccontact@ggc.scot.nhs.uk)

**Getting the right care this winter is as easy as ABC**

**NHS**  
Greater Glasgow and Clyde

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| <h1>A</h1> <p><b>Ask yourself</b><br/>Do I need to go out?<br/>For information on treating minor illnesses and injuries from home, go to <b>NHS inform</b> or download the <b>NHS 24 App</b>.</p> | <h1>B</h1> <p><b>Be aware</b><br/>There is help on your doorstep. Your local <b>GP, pharmacy</b> or <b>optician</b> offer a range of services.</p> | <h1>C</h1> <p><b>Call 111</b><br/>If it's urgent, or you're unsure, call <b>NHS 24</b> on <b>111</b>. They'll get you the care you need.</p> |
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**Unless it's an emergency think ABC before visiting A&E.**  
For more information: [www.nhsggc.scot/rcrp](http://www.nhsggc.scot/rcrp)

\*\*\*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](#)