

NHSGGC

# Core Brief



**Daily update**  
(24 April 2026, 2.15pm)

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## **Recording and Reporting Data Breach Incidents**

NHSGGC has a legal responsibility to ensure patient and staff personal data is handled securely and that any data breaches – defined as accidental or unlawful loss, disclosure, alteration, or unauthorised access – are recorded appropriately and investigated without delay.

All actual, suspected, or near-miss breaches involving identifiable data must be reported immediately via DATIX using the 'Information Governance' and 'Breach of Confidentiality' headings.

DATIX is the Board's official breach register and automatically alerts the Information Governance Team for prompt assessment and action. The team risk-assesses every breach and as required under UK GDPR, reports significant incidents to the Information Commissioner within 72 hours. Using the DATIX system reduces workload as there is no need to contact Information Governance separately to check if a DATIX report is required.

Prompt reporting helps minimise risk, distress, and anxiety for patients and staff and enables timely advice and mitigation

Further guidance is available in the NHSGGC Data Breach Policy here [Data Breach Policy V2.8](#)

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## Introduction to Copilot Standard for NHSGGC Staff

Copilot Standard is a digital AI tool now available to all staff at NHS Greater Glasgow and Clyde. Over the coming months, The Digital Skills and Literacy team are delivering a 1-hour training session at main hospital sites to support your Copilot Standard journey and help make your workday easier, smarter and more productive.

### What can you do with Copilot Standard?

- Draft and edit content faster
- Brainstorm and create new ideas
- Review documents and receive suggestions
- Automate repetitive tasks
- Get answers to everyday work questions.

### What to expect

Live training interactive sessions will:

Describe what Copilot is, how to access it, how to use it safely, discuss prompting and provide demos of it in use.

Sessions over the next two weeks:

Date	Time	Site	Location
27 April	10:00–11:00 & 14:00–15:00	IRH	Lecture Theatre
28 April	10:00–11:00 & 14:00–15:00	IRH	Lecture Theatre
6 May	10:00–11:00 & 14:00–15:00	Dental Hospital	Lecture Theatre

**A full list of upcoming Copilot Standard training dates across all our main hospital sites can be found [on Staffnet](#).**

### Next steps

If you are interested in attending a session please indicate so in this [Register of interest](#) form. Please note, we cannot offer a booking system to reserve a place. Places can only be on a first come first served bases.

### Useful resources

The Copilot Hub ([Standard](#)) or ([Licensed](#)) on Staffnet for:

- Step by step guides
  - Recorded training sessions
  - Bite sized videos on how to...?
  - Prompt Bank
  - Governance guidance.
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## Launch: Looking After Yourself and Others – Updated eLearning (GGC 277 on LearnPro)

As part of Stress Awareness Month, we're excited to launch our updated '*Looking after yourself and others*' eLearning module on LearnPro - developed by Occupational Health Psychology and Wellbeing team to ensure it's practical and relevant.



Over **3,700 colleagues** completed the previous version - this refresh builds on that success to better support you in your day to day role.

\*Log into LearnPro, use the search bar at the top and enter **GGC 277\***

We know training won't remove the real pressures you face. But it can give you a moment to pause, reflect and think about how you support yourself and each other.

This module is a great way to set the tone whether as part of induction or to support wellbeing conversations. Consider signposting to it when supporting colleagues.

### What's included:

- Signs of stress
- Coping with stress
- Strategies for looking after ourselves and each other
- Personalised Wellbeing Plan

- ✓ Even if you've done it before, it's worth a refresh
- ✓ Try blocking 30 - 45 minutes in your diary to get started

We also continue to run live '**Looking after yourself and others**' sessions on Microsoft Teams, now aligned with the eLearning for a consistent experience. Dates and sessions are available and can be booked under the section **Level 1: Looking after yourself and others on the [Peer Support webpage](#)**

For any question or queries please contact Occupational Health Psychology and Wellbeing Team at [peer.support@ggc.scot.nhs.uk](mailto:peer.support@ggc.scot.nhs.uk) or visit [Peer Support Network - NHSGGC](#)

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**Use of Meta Smart Glasses on NHS Premises - guidance for staff**

In light of the emergence of Meta Smart Glasses and similar wearable recording devices, NHSGGC recognises the need to provide clear guidance to ensure compliance with legal, ethical, and organisational standards.

Smart glasses capable of photo, video, audio, or livestreaming functions pose a significant risk to patient confidentiality. To protect the confidentiality of all those who visit our sites, including patients, staff and others, to preserve trust, and to maintain professional standards, we are issuing the following guidance.

**Smart glasses must not be worn in any NHS workplace.**

These devices can record without clear visual cues, which risks breaching the privacy and confidentiality of those being recorded.

**Recording, streaming or photography using smart glasses, or any other personal recording device, is strictly prohibited.**

This includes meetings, ward areas, corridors, offices, and any location where any identifiable information may be seen or overheard.

**Smart glasses must not be used for personal audio or communication during working hours.**

Even when not recording, these functions can distract from safe care delivery and give the impression of inappropriate use.

**Why this matters**

These devices can appear to be ordinary spectacles, making it difficult for anyone to know when recording is taking place. This can undermine trust, compromise confidentiality, and create safety risks in sensitive environments. Upholding patient dignity and maintaining public confidence is central to our values and legal responsibilities.

**If you wear or see smart glasses on site**

- Staff wearing Meta or similar AI smart glasses should remove them immediately while on NHSGGC premises.
- If you see a colleague or visitor wearing them in a restricted area, please politely remind them of this guidance or escalate to the local senior nurse/manager.

**Support and Questions**

If you are unsure whether a device is permitted, or you need guidance on technology use in your area, please speak with your line manager or contact Information Governance at [data.protection.generic@nhs.scot](mailto:data.protection.generic@nhs.scot)

Any photography or video used for clinical purposes must be made in line with the [NHSGGC Clinical \(Patient\) Photography & Video Policy](#).

Thank you for helping us maintain a safe, respectful and privacy-protected environment for our patients and each other.

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