

# Core brief

## Daily update

(24 May 2023, 1.30pm)

Topics in this Core Brief:

- Confidential Contacts - Whistleblowing
- LearnPro Module 305: Commissioning of a Significant Adverse Event
- Hardship & Wellbeing Support for Staff
- Are you interested Quality Improvement (QI) and want to know more?
- Managed car parking reintroduced

## Confidential Contacts - Whistleblowing

We are looking for volunteers to take on the role of Confidential Contact for Whistleblowing.

Confidential Contacts are employees who undertake to provide support and signposting to colleagues who are considering raising a whistleblowing issue. Whistleblowing is a way that a member of staff can formally raise concerns about an issue that is in the public interest, such as patient safety or suspected malpractice. This does not include complaints about personal grievances.

The role is in addition to a person's substantive post. It does not attract any financial reward, however, it is potentially very rewarding and may present opportunities for professional and personal development for those who take it on.

Please note that we would require a minimum term of 24 months. The [attached document](#) outlines the detail of the role, what is required and how to apply. If you have any questions please email Kim Donald, Board Secretary, at [Kim.Donald@ggc.scot.nhs.uk](mailto:Kim.Donald@ggc.scot.nhs.uk).

The closing date for applications is **30 June 2023**.

## LearnPro Module 305: Commissioning of a Significant Adverse Event

The Clinical Governance Support Unit have developed a LearnPro module to assist managers who are responsible for commissioning a Significant Adverse Event Review (SAER).



The module describes the Commissioners responsibilities at each stage of the SAE review process from how to recognise a SAE and complete a briefing note to how to quality assure a completed SAE report. The module would also be of interest to anyone who wants to know more about the SAER process.

If Commissioners would prefer a guided session by a member of the Clinical Risk Team or you have any questions or comments about the module or the process please email: [clinical.risk@ggc.scot.nhs.uk](mailto:clinical.risk@ggc.scot.nhs.uk).

## Hardship & Wellbeing Support for Staff

The NHSGGC [Support and Information Service](#) (SIS) provides a range of advice and support for staff who may be struggling during the current cost of living crisis. This support includes:

1. Advice about benefits, money, energy and housing issues
2. Crisis support, including support with accessing appropriate Local Authority or national services
3. Information on supportive lifestyle changes such as stopping smoking, exercise and weight management
4. Details of other local services that may be able to assist staff.

We are pleased to confirm that, following an award by the Greater Glasgow and Clyde Healthcare Charity, the SIS will also be able to provide small hardship grants to staff. These will be provided as part of a wider needs assessment, to ensure any member of staff seeking to access the fund is also able to access sustainable, long-term support. The service is entirely confidential and your details will not be shared with anyone.

Charles Vincent, Chair of the Greater Glasgow and Clyde Healthcare Charity, said: "I am pleased that the Greater Glasgow and Clyde Healthcare Charity is able to provide a valuable new support for staff. We recognise that, during a time of rapidly increasing cost of living across the UK, individuals can find themselves in times of emergency hardship. We hope that this new fund, and the wider advice and support available to our staff, is able to help any NHSGGC staff member who finds themselves in this situation."

To access our hardship support,

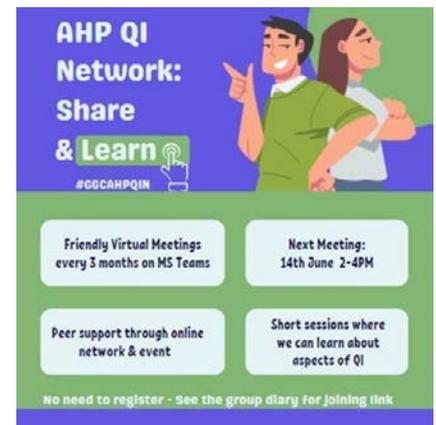
1. drop in or contact your nearest SIS service. We are located in most hospital atriums.
2. call: **0141 452 2387**. If we are closed, please leave a message & we will get back to you.
3. email: [sis@ggc.scot.nhs.uk](mailto:sis@ggc.scot.nhs.uk).

You can find out more about our [Staff Health Strategy](#) and other wellbeing support for staff on [HR Connect](#).

## Are you interested Quality Improvement (QI) and want to know more?

Would you like to meet up with like-minded colleagues to discuss QI projects and find out what others are doing?

If so, join the NHSGGC AHP Quality Improvement Network (not just for AHPs, colleagues from all professions and working areas are welcome).



There's lots of useful information:

- Sharing of Projects
- Space to chat
- QI resources
- Upcoming courses.

You can search for us in Microsoft Teams or use this [link](#).

We have four virtual network meetings a year, everyone is welcome. The aim of these meetings is to network, share and learn about all things QI.

This year's meetings are:

- 14 June - 2-4pm
- 14 September - 9-11am
- 14 December - 2-4pm

[Click here](#) to watch a short animation. For more information visit our webpage: [AHP Quality Improvement - NHSGGC](#).

## Managed car parking reintroduced

Please remember that from **Thursday 1 June 2023** the previous controlled parking arrangements on the sites listed below will be strictly controlled and staff should park only in the appropriate and clearly designated parking areas. The sites covered by managed car parking arrangements are:

- Gartnavel Hospitals Campus
- Glasgow Royal Infirmary Campus
- Queen Elizabeth University Hospital and Royal Hospital for Children Campus
- Royal Alexandra Hospital Campus
- Stobhill Ambulatory Care Hospital and Mental Health Units Campus
- Victoria Ambulatory Care Hospital
- West Glasgow Ambulatory Care Hospital

Staff should park in permit areas only if a current permit is held and displayed. Staff without permits are asked to park only in “staff non-permit” areas on each campus and must refrain from parking in patient and visitor areas.

Contracted car parking services staff will be deployed as normal on each site during core hours to deter inappropriate parking. Staff without a valid permit should not attempt to gain entry to staff permit parking areas as entry will be denied, which may lead to unnecessary queues and inordinate traffic disruption on the campus. Travel planning advice, alternative options guidance and active travel information is available from the [Travel Plan Department](#).

[Click here](#) for information on staff parking permits.

If something isn't right, talk to...  
**Management and Peer Support**



Managers and Leaders	Confidential Contacts	HR Support and Advice Unit	Report via Datix
If you have an issue, your line manager is there to support you. Please speak to your immediate line manager or another member of the management team, who will be able to support you.	Our team of confidential contacts will listen to your concerns and help you to determine the best course of action to resolve the issue and escalate your concerns.	The unit is there to support all staff. Call <b>0141 278 2700</b> Monday to Friday from 9am - 5pm. You can also raise a query through the self-service portal at <a href="https://nhsns.service-now.com/ggc_hr">https://nhsns.service-now.com/ggc_hr</a>	It is vital that we all play a role to report all incidents and near misses no matter how small we think they might be. Visit: <a href="http://datix.xggc.scot.nhs.uk/datix/live/index.php">http://datix.xggc.scot.nhs.uk/datix/live/index.php</a>

\*\*\*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](#)