Core brief
NHS Greater Glasgow and Clyde

Daily update
(28 January 2021, 12.05pm)

Topics in this Core Brief:
- Celebrating the contribution of staff at the QEUH
- Today is National Data Protection Day
- Guidance on RIDDOR and COVID-19

COVID-19 – Protect yourself and others

Remember
- Stay at home if you have symptoms – Please display this poster in a visible area
- Comply with two metre Social Distancing and wear a face mask/covering – on breaks, using changing rooms, arriving at work, leaving work and outside of work! Ensure staff have been briefed on the use of face masks/coverings
- Avoid car sharing
- Wash your hands regularly and avoid touching your face
- Avoid sharing equipment including stationery, keyboards and telephones and ensure cleaning protocols are in place
- Ensure protocols are in place so that high touch points are cleaned regularly including door handles and screens.

Celebrating the contribution of staff

Staff have come up with some innovative ways to celebrate the hard work and dedication of staff during the COVID pandemic.

Leanne Kennedy and Karen Hughes, Emergency Nurse Practitioners in the emergency department at the QEUH, came up with the idea of a 'helping hands' rainbow to recognise the efforts that colleagues were putting in when they came to work.

The rainbow is made of up more than 300 coloured staff hand-prints, alongside more than 300 names and is erected in the corridor used by ambulance crews to bring patients into the emergency department.

Today is National Data Protection Day

Data Protection Day is an opportunity to reflect on how data is used. Whether this is data we have access to at work or our own personal data, it is an opportunity to take a moment to think about what data you share with others and how you do this.

NHSGGC places great importance on managing its data and has a number of measures in place to ensure staff are aware of their obligations to keep data secure and confidential. This includes Information Governance and IT Security Policies, mandatory data protection training for all staff and an Information Asset Register, so we know the data we hold and where this is kept. Links to IG policies and associated guidance and training resources and the Information Asset Register can be found here.

With both individuals and organisations seeing an increase in attempted attacks on data for fraud and other purposes, data protection and the security of our data is more important than ever. We create data on a daily basis and may share this with others, as appropriate, for a range of purposes such as patient care, planning services or research. As we continue to deal with a national pandemic, it is vital that we share relevant information with other agencies such as Public Health Scotland and National Services Scotland for testing and vaccination purposes.

It is important to understand the purposes for which personal data is collected, used and disclosed. NHSGCG has published both a Patient Privacy Notice and a Staff Privacy Notice. A Privacy Notice informs individuals on the type of data we hold and how we may use this. These Privacy Notices can be found here and here.

If you have any questions for the Data Protection Team on data sharing, training or other resource requirements then please email: data.protection@ggc.scot.nhs.uk

Guidance on RIDDOR and COVID-19

In line with the organisation's Incident Management & Recording Policy, NHS Greater Glasgow and Clyde is committed to the delivery of effective, safe, and person centred care ensuring there will be no avoidable injury or harm to people or adverse impact on the organisation resulting from the delivery of healthcare or other work related activity.

The policy includes the requirement to report certain serious workplace accidents, occupational diseases and specified dangerous occurrences (near misses) in line with the Reporting of Injuries, Diseases, and Dangerous Occurrences Regulations 2013 (RIDDOR) to the Health and Safety Executive. COVID-19 (Coronavirus) has led to an update from the Health and Safety Executive (HSE) on these regulations.

Please contact the Health and Safety department for any further information.

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.