

Core brief

Daily update

(28 March 2022, 12.50pm)

Topics in this Core Brief:

- Additional LFD kits - correction
- Workplace pensions – automatic re-enrolment in March
- Ukraine cyber risk
- Rescue Extreme Medics – starts tonight!

Additional LFD kits order process – correction

In the Core Brief on [Thursday 24 March](#) there was an error in the PECOS code for ordering LFD kits, please use PECOS code **GVLFT1C**.

Workplace pensions - you will be automatically re-enrolled in March 2022

The [Core Brief](#) last week advised you of the Board's need to review the workplace pension status of our workforce every three years and to automatically enrol staff who are not already members into a workplace pension scheme provided they meet the following criteria:

- Earn over £10,000 a year (£833 a month or £192 per week)
- Are aged 22 or over
- Are under State Pension age

Any staff eligible to be automatically re-enrolled will receive a letter by the beginning of April advising them that they are being automatically re-enrolled, with guidance as to what they should do. **Please refer to this to understand what you need to do in relation to your own circumstances.**

Full details are available on the [Factsheet on automatic re-enrolment](#)

If you are not already a member of a workplace pension scheme and you meet the above criteria then we will automatically enrol you into a workplace pension scheme (either the NHS Scheme or NEST) on 31 March 2022. This will apply even if you previously opted out of the scheme, unless this was in the last year, in which case you will not be automatically re-enrolled until 2025.

*Staff holding an HMRC fixed or enhanced Life Time Allowance (LTA) Protection Certificate will be exempt from Automatic Re-Enrolment so long as they have provided Payroll with a copy of their certificate. Letters have recently been issued to staff potentially falling in to this category. If you have not received a letter but hold such a certificate you should contact the Pay Department at the earliest opportunity to avoid being automatically re-enrolled.

Ukraine cyber risk

While there is no specific known threat to NHSGGC, there has been an increase in cyber-attacks relating to the ongoing conflict in Ukraine. Such attacks can stray from their intended targets so the risk is currently heightened & staff should remain alert to anything unusual.

Services should review their Business Continuity Plans, ensure these documents are up to date and copies are accessible to all necessary staff, should IT systems become unavailable.

Malware and Ransomware attacks target both technical & human vulnerabilities, risks can be reduced by following this guidance:

- NHSGGC devices have security software installed. If you have worked from home for a long period, you are encouraged to verify the status of anti-virus and anti-malware using the guide below. If necessary, please attend an NHSGGC site and connect to the corporate network as soon as feasible to ensure all necessary device updates are applied.
<http://teams.staffnet.ggc.scot.nhs.uk/teams/CorpSvc/HIT/eHealth/CS/Procedure%20Documents/Workstation%20Security%20Checklist.pdf>
- Your personal account and access to systems is controlled by your User-ID and password. These should never be shared with anyone. Adoption of National Cyber Security Centre password guidance is encouraged and is available at [Three random words - NCSC.GOV.UK](https://www.ncsc.gov.uk/guidance/three-random-words).
- National O365 email security will block or quarantine the majority of suspicious email but some may still be delivered to your mailbox. You must carefully consider the potential content and sender of the message prior to opening, adopting a cautious approach and in particular avoid clicking on links or opening attachments from unfamiliar addresses.

Thank you for your ongoing vigilance and support with this matter.

Rescue Extreme Medics - Monday 28 March

Tonight's the night to grab yourself a cuppa, put your feet up and watch your colleagues from the Scottish Trauma Network at the QEUH in the new Channel 4 series, Rescue Extreme Medics, which starts tonight at 9pm. [Click here for a taste of what's to come](#) (Microsoft Edge)



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: HR.Support@ggc.scot.nhs.uk.

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

Are your contact details up-to-date? [Click here](#) to check