



Daily update
(29 October 2026, 10.40am)

Topics in this Core Brief:

- [Updated Management Referral Guidance for Managers](#)
- [Armed Forces Veteran, Reservist, Military Spouse or Cadet Volunteer? We'd like to hear from you](#)
- [Would an apprentice benefit from joining your team?](#)
- [Health Literacy Teach Back](#)
- [Black History Month 2026: Turning Commitment into Action through our Anti-Racism Plan](#)

Updated Management Referral Guidance for Managers

Updated [Management Referral Guidance for Managers](#) is now available on HR Connect to support managers when considering an Occupational Health referral. This guidance was developed with input from the NHSGGC Promoting Attendance Partnership Group.

The guidance provides practical advice on when Occupational Health input may be helpful, when matters can be appropriately supported through local management routes, and the information to include to help ensure referrals are clear, focused, and appropriate. The guidance aims to support timely advice, make best use of appointments, and help provide a smoother and more consistent experience for managers and employees.

The guidance includes:

- How to access and use the OPAS G2 management referral system.
- Referral criteria, including situations where a referral may not be the most appropriate route.
- Reasonable adjustment guidance to support employees at work.
- Advice on completing a management referral.
- A pre-referral checklist to help managers prepare before submitting a referral.
- Occupational Health contact details and further sources of information.

You can find the guidance [here](#).

Armed Forces Veteran, Reservist, Military Spouse or Cadet Volunteer? We'd like to hear from you

We still have space on our MS Teams sessions in November, where we'll talk about the work underway locally and nationally to support the Community, but crucially, we want to hear your experience and identify opportunities for further improvement.

The details of these sessions are below, along with the links to register.

Date	Time	Link to Register
Tuesday 3 November 2026	9.15am – 10.00am	Click here to register
Thursday 5 November 2026	3.30pm – 4.15pm	Click here to register
Monday 9 November 2026	12.30pm – 1.15pm	Click here to register

If you want any more information about the sessions, please contact [Staff Experience](#), and to find out more about the Armed Forces Community in NHSGGC, please visit our [HR Connect page](#).

Would an apprentice benefit from joining your team?

As we look ahead to 2027–28, we are encouraging departments across NHSGGC to consider whether they could host an apprentice within their team.

Engaging with young people and creating apprenticeship opportunities is an important way for us to introduce the next generation to the wide range of careers available within the NHS. For many young people, their perception of an NHS career may be limited to the clinical roles they see most often.

By opening our departments to apprentices, we can showcase the incredible variety of careers and pathways available across our organisation.

Hosting an apprentice can also bring real benefits to your team. Apprentices can bring fresh perspectives, enthusiasm and new ideas, while developing valuable skills and gaining meaningful workplace experience. Importantly, apprenticeships allow departments to grow and develop future talent, building skills that meet both current and future workforce needs.

An apprenticeship is much more than a first job. With the right support, it can provide a young person with the confidence, experience, qualifications and skills they need to establish a rewarding career within the NHS.

By participating, your department can help us to:

- create meaningful employment and development opportunities for young people
- develop skills and talent aligned to future workforce needs
- bring new ideas, enthusiasm and perspectives into teams
- create pathways that support young people to build long-term NHS careers
- strengthen our approach to growing our own workforce.

If your department would be interested in exploring an apprenticeship opportunity for 2027–28, please fill out the attached link and the Employability Team will be in touch: [Apprenticeship & Employability 2027-28 – Fill in form](#)

Health Literacy Teach Back

This October we've been talking about Health Literacy and our next tip is 'teach back'.

The 'teach back' method is a useful way to confirm your patient understands the information you provide by getting them to 'teach back' your advice or treatment.

Asking your patient to repeat your advice or explain it back to you is a good way to make sure they've not only heard you but understood the logic behind your diagnosis or treatment.

Simple tips like this can give you the confidence to communicate with patients and improve public health.

You can learn more about Health Literacy at our upcoming training sessions:

- Wednesday 11 November 2026: 11.15am – 12.00noon: [Introduction to Health Literacy](#)
- Monday 14 December 2026: 11.15am – 12.00noon: [Neuro-Inclusive Communication in Healthcare](#)
- Monday 22 March 2027: 11.15am – 12.00noon: [Introduction to Health Literacy](#)
- Wednesday 28 April 2027: 11.15am – 12.00noon: [Neuro-Inclusive Communication in Healthcare](#).

You can also test your own health literacy skills with our [Health Literacy Month Escape Room](#).

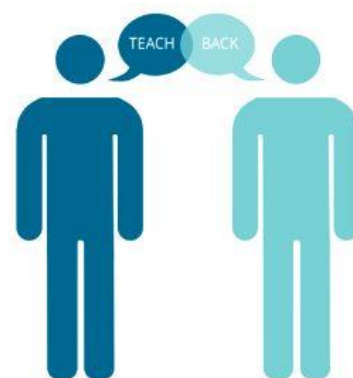
Black History Month 2026: Turning Commitment into Action through our Anti-Racism Plan

As we continue to mark Black History Month 2026 and this year's theme of '**Honouring Our Communities**', it is important to recognise that celebrating diversity must be matched by meaningful action.

At NHSGGC, our commitment to tackling racism and addressing racial inequality is set out in the NHSGGC Anti-Racism Plan 2025-2029. The plan provides a clear framework for creating a fairer, more inclusive organisation and ensuring that everyone is treated with dignity, respect and compassion.

The Anti-Racism Plan recognises that racism can impact both staff and patients and that addressing inequality requires sustained action across all parts of the organisation. Through a focus on leadership, culture, workforce experience, service delivery and accountability, the plan aims to create an environment where people from all ethnic backgrounds feel valued, supported and able to thrive.

Black History Month provides an opportunity not only to celebrate the achievements, contributions, and experiences of Black communities, but also to reflect on the role each of us can play in challenging discrimination and promoting inclusion. By listening to diverse voices, learning from lived experiences and standing together against racism, we



can help create a workplace where everyone has a sense of belonging.

Throughout October, colleagues are encouraged to learn more about the Anti-Racism Plan and consider how its ambitions connect with their own role in supporting equality, diversity and inclusion across NHSGGC.

The plan reflects our collective commitment to building a culture where racism is actively challenged, opportunities are equitable, and every member of staff can achieve their full potential.

Find out more and read the [NHSGGC Anti-Racism Plan 2025-2029](#) on the NHSGGC website.



Remember, for all your latest news stories, visit the Staffnet Hub:

[GGC-Staffnet Hub - Home \(sharepoint.com\)](#)



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 [website](#)