

Core brief

Daily update

(30 November 2023, 10.30am)

Topics in this Core Brief:

- New forms on TrakCare to support safe discharge
- Share your views!
- Clinical Governance
- IPC Advent Calendar

Remember, for all your latest news stories, visit our new Staffnet Hub:
[GGC-Staffnet Hub - Home \(sharepoint.com\)](#)

New forms on TrakCare to support safe discharge

Two new forms have been developed to support safe and effective discharge planning. One is a home care referral form and the other a specialist multidisciplinary assessment tool (SMAT).

The electronic home care referral form is for patients who reside in five HSCPs: East Dunbartonshire, East Renfrewshire, Inverclyde, Renfrewshire and West Dunbartonshire. This form is available via clinical records on TrakCare from Monday 4 December. The form allows staff to refer patients to the above HSCPs for home care services on discharge, the HSCPs will then call the ward to confirm that services are available.

All other HSCP/local authorities referral processes remain unchanged. There is a link to a postcode page on this form, which allows staff to check their patient's postcode to ensure they are following the correct process.

The electronic SMAT form indicates that a patient is medically fit for discharge and allows social work to complete their assessment and plan the patients discharge pathway. This form will be live on Monday 11 December and is for all HSCPs/local authorities.

For further information and guidance notes visit: [Section 3 - Social Work/Homecare \(scot.nhs.uk\)](#)

Share your views!

Did you know that clinical waste disposal can cost up to seven times more than other types of waste? Or that carbon emissions can be as much as 10 times higher!

Incorrect use of clinical waste bins wastes money and is bad for the environment, so we are developing a new campaign – Watch Your Waste – to support you to make the right choices when it comes to waste disposal. We're designing our campaign materials right now and want your input!

Come along to our short online focus group and share your feedback on our design ideas, communication material and awareness raising activities. The date is:

Friday 8 December, 1.00pm – 1.45pm online via Teams

If you'd like to attend please email: Kevin.Torbet@ggc.scot.nhs.uk and we'll add your name to the meeting invitation.

We hope to see you there!

Clinical Governance

Within NHSGGC we have recently updated our clinical governance policy. The NHSGGC Clinical Governance Policy sets out the key policy requirements and the organisational arrangements for clinical governance. An accompanying toolkit is available, which provides a suite of guidance documents and templates to support Clinical Governance Forums. A copy of the policy and toolkit can be found here: <https://scottish.sharepoint.com/sites/GGC-ClinicalGovernance/SitePages/Clinical-Governance-Policy.aspx>

We have also published our clinical governance annual report for 2022-2023. The report covers the period April 2022-March 2023 and highlights some of our clinical governance achievements and key activities throughout the year, as well as outlining priority areas for the year ahead. This report presents a selection of the activities and interventions, so is illustrative rather than comprehensive, and it is important to note that there is substantially more activity at clinician, team and service level arising from the shared commitment to provide high quality of care.

A copy of the report can be found here:

<https://www.nhsggc.scot/downloads/clinical-governance-annual-report-2022-2023/>

IPC Advent Calendar

Even if you don't have your own chocolate Advent Calendar, you can still enjoy the fun by opening the Infection Prevention & Control (IPC) Advent Calendar daily. Every day from 1st till 24th December you can open a door on the IPC Advent Calendar for some IPC facts.

[Click here](#) and enjoy the fun.



Getting the right care this winter is as easy as ABC

<h2>A</h2> <h4>Ask yourself</h4> <p>Do I need to go out? For information on treating minor illnesses and injuries from home, go to NHS inform or download the NHS 24 App.</p>	<h2>B</h2> <h4>Be aware</h4> <p>There is help on your doorstep. Your local GP, pharmacy or optician offer a range of services.</p>	<h2>C</h2> <h4>Call 111</h4> <p>If it's urgent, or you're unsure, call NHS 24 on 111. They'll get you the care you need.</p>
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Unless it's an emergency think ABC before visiting A&E.
For more information: www.nhsggc.scot/rcrp



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](#)