

Core brief

Daily update
(5 April 2023, 2.05pm)

Topics in this Core Brief:

- For the attention of all staff who are involved with clinical blood transfusion
- Communications Support iPads Update
- Reporting salaries correctly
- Stagecoach Offer - Discounted bus travel for NHS staff across Scotland

For the attention of all staff who are involved with clinical blood transfusion

LearnBloodTransfusion (LBT) eLearning was created in 2005 by the Scottish National Blood Transfusion Service (SNBTS) and was swiftly adopted by the other countries in the UK and Ireland. Since this time, LBT has been managed by an Editorial Board comprised of representatives from each of the member organisations of the United Kingdom and Ireland Blood Transfusion Network.

This Editorial Board is now undertaking a review of transfusion eLearning ahead of a redevelopment programme, and, as part of the review process, is seeking feedback from stakeholders on their current provision.

A short anonymous survey has been created to acquire this feedback, which can be accessed here: [Have Your Say: Review of Transfusion eLearning](#).

[Click here for more information](#).

Communications Support iPads Update

The NHSGGC Communication Support iPads have now been updated to include the recent changes to the telephone interpreting procedures.

The iPads are available across NHSGGC and contain a range of apps to help communicate with patients, including:

- ILClient App – providing quick access to our telephone interpreting service. Go to the [Interpreting Service web page](#) for full instructions and access codes

- Sign Video App –a BSL Online service available 24 hours a day, seven days a week. For use in an unplanned or emergency situation, during hospital stays, or to enable deaf patients to communicate with staff if waiting for a face to face interpreter to arrive. Go to the [BSL Online web page](#) to view a short instruction video
- AVA App - providing a written caption of what you are saying in real time for the patient to read. For patients with a hearing loss who would normally lip-read and cannot because of the use of masks.

[Click here](#) to access a list of sites where you can access the Communication Support iPads. For more information contact Paul.hull@ggc.scot.nhs.uk.

Reporting salaries correctly

If you complete SSTS or eESS, or are a manager responsible for staff salaries, then we want your help in ensuring that staff are paid correctly and on time.

A simple way to do this is by making sure that all leave, absence, overtime and changes to pay are recorded and authorised on time and accurately through the appropriate systems in advance of payroll deadlines.

For payroll deadlines and FAQ's visit [StaffNet](#). For information or support on particular transactions or queries you can contact the relevant teams at:

Team or Service	Example of Queries or Support	Contact Details
eESS	Recording changes to location, band, hours, termination of employment, etc.	HR Portal - NHS GGC HR (service-now.com)
HR Support & Advice Unit	Annual leave, maternity leave, terms & conditions of service, etc.	HR Portal - NHS GGC HR (service-now.com)
SSTS	Recording shifts, absence, overtime etc.	ssts.team@ggc.scot.nhs.uk
Central Bank	Shifts worked, annual leave requests etc.	staff.bank@ggc.scot.nhs.uk

Payroll	Other payments, payroll guidance, etc.	GGCPayrollQueries@ggc.scot.nhs.uk
Expenses	New claimants, insurance certificates, etc.	eExpenses@ggc.scot.nhs.uk

Stagecoach Offer - Discounted bus travel for NHS staff across Scotland

Catch the bus and save 10% each time you travel with Stagecoach bus.

To find out more click here - [Stagecoach Scotland NHS Employee Discounted Bus Travel \(stagecoachbus.com\)](http://stagecoachbus.com).

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



Managers and Leaders	Confidential Contacts	HR Support and Advice Unit	Report via Datix
<p>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.</p> 	<p>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.</p> 	<p>The unit is there to support all staff. Call 0141 278 2700 Monday to Friday from 9am - 5pm.</p> <p>You can also raise a query through the self-service portal at https://nhsnss.service-now.com/ggc_hr</p> 	<p>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.</p> <p>Visit: http://datix.xggc.scot.nhs.uk/datix/live/index.php</p> 

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](#)