



Daily update
(9 April 2026, 2.05pm)

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Recording and Transcribing Meetings

As a reminder the NHSGGC policy on the recording of meetings is that meetings must not be recorded or transcribed unless all attendees have given their explicit agreement. Permission should always be requested at the start of the meeting, and if any attendee objects, the meeting must not be recorded or automatically transcribed.

This ensures that we continue to protect confidentiality, support transparency, and maintain trust across all teams.

Why Recording or Transcribing can be helpful

While consent is essential, it is important to recognise the **significant benefits** that transcription and (where appropriate) recording can offer:

- Supporting colleagues who are disabled, neurodiverse, or who otherwise benefit from written or replayable information.
- Improving the accuracy of note-taking and reducing cognitive load during complex discussions.
- Enabling colleagues who process information differently to fully participate and contribute.
- Providing an accessible record when actions or decisions need to be revisited.

These tools can play an important role in fostering an inclusive and supportive working environment.

The Area Partnership Forum (APF) encourages the use of recording or transcription as a means of supporting colleagues who may require additional assistance to participate fully in meetings. This aligns with our broader commitment to accessibility and inclusion for all staff.

What this means for you

- Always ask for permission before starting any recording or transcription.

- Before objecting consider the benefits to other attendees at the meeting and if uncomfortable with recording consider transcribing as an alternative
- Respect any objections; if consent is not unanimous, do not record.
- Handle any resulting transcript or recording in line with Information Governance requirements.

Thank you for your continued support in ensuring our meetings are conducted in an inclusive, respectful, and legally compliant manner.

Duty of Candour Policy

The NHSGGC Duty of Candour Policy and Procedure were formally approved by the Clinical and Care Governance Committee on 5 March 2026.

The organisational Duty of Candour procedure is a legal duty. It supports the implementation of consistent responses across health and social care providers where there has been an unexpected event or incident that has resulted in death or harm, or could result in death or harm, where the outcome relates directly to the incident rather than the natural course of the person's illness or underlying condition.

The main aims of the policy are to: Improve the support, timeliness, quality and consistency of communication when an unexpected or unintended incident occurs; create the environment where staff are open about what happened and discuss incidents promptly, fully and compassionately; and provide clear information to staff on what they should do when they are involved in an incident and the support available to them.

The policy, procedure and supporting guidance are available via the Clinical Governance Staffnet pages [Duty-of-Candour-Policy.aspx](#).

Public Protection Service – New Public Protection Training Sessions

April/May 2026

Training sessions will be delivered remotely via MS Teams and can be booked by accessing the online catalogue via eESS:

<https://eess.mhs.scot.nhs.uk>. Medical/General Practice staff who do not have an eESS account, please email:

ggc.cpadmin@nhs.scot with the course name(s) / date(s) you wish to attend.



All participants will require access to a digital device e.g. laptop or phone to join the training session. An MS Teams link will be sent directly to you one week prior to the session.

Please ensure that your email address and contact details on eESS are up-to-date in order that the link can be sent.

Please note: If you require support to access or update your eESS account please contact the eESS team via the [HR Connect Portal](#) / tel. 0141 278 2700 (Option 5) or view the guidance on GGC-Staffnet Hub.

Child Protection Level 3 – “Your Roles & Responsibilities”

Monday 27 April 2026	1.30pm – 3.30pm
Thursday 7 May 2026	1.30pm – 3.30pm
Tuesday 12 May 2026	1.30pm – 3.30pm

Adult Support & Protection Level 3

Friday 1 May 2026	1.30pm – 3.30pm
Thursday 14 May 2026	1.30pm – 3.30pm
Tuesday 26 May 2026	1.30pm – 3.30pm

Changes to training opportunity in British Sign Language (BSL)

Unfortunately, some of the beginners' BSL classes scheduled to commence April/May have had to be withdrawn due to issues out with our control.

Places on the remaining classes are now being re-allocated/confirmed as follows.

Staff members on our existing waiting list have been contacted by email. **If you have not received an email and still wish to book a place on this course, please visit our [web page](#) for further information and to register for a place.** Please do this even if you previously completed an expression of interest.

The 6-week courses will be held at the QEUH and Glasgow Royal Infirmary. Classes offer an insight into how Deaf people communicate and cover the alphabet, how to introduce yourself, colours, numbers and role playing.

Places are limited and will be allocated on a first come, first served basis. Please speak to your line manager before applying.

The Infection Prevention and Control Quality Improvement Network Newsletter (IPCQIN)

[Click here](#) for the 14th issue of the IPCQIN (Infection Prevention and Control Quality Improvement Network) staff newsletter for an update on the network's progress to date.

Morag Gardner, Deputy Nurse Director Acute – Co-chair of the IPCQIN, said: “I'm pleased to share the latest IPCQIN newsletter, highlighting the continued focus across NHSGGC on strengthening person-centred infection prevention and control. This edition showcases the great work happening across our sectors and the commitment of our staff to delivering safe, high-quality care.

“Thank you to everyone involved in driving this work forward, and to all staff across NHSGGC who contribute daily to maintaining safe, high-quality clinical environments. I hope you enjoy reading this edition and feel inspired by the great work happening across our services. As always, we welcome your feedback and any interest in getting involved with the IPCQIN.”

You can also view the newsletter in [Sway](#).

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

[GGC-Staffnet Hub - Home \(sharepoint.com\)](https://sharepoint.com)



Getting the right care is as easy as ABC

NHS
Greater Glasgow and Clyde

A
Ask yourself
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**.

B
Be aware
There is help on your doorstep.
Your local **GP, pharmacy, dental practice and optician** offer a range of services.

C
Call 111
If it's urgent, or you're unsure, call **NHS 24** on **111**.
They'll get you the care you need.

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](#)