

Core brief

Daily update
(9 June 2025, 12.15pm)

Topics in this Core Brief:

- Launch of New Room Booking System – Resource Scheduler (Live from 18 June)
- Control Of Substances Hazardous to Health (COSHH)
- GGC Medicines Update
- Diabetes Week: 9 – 15 June

Launch of New Room Booking System – Resource Scheduler (Live from 18 June)

We're pleased to announce that our current room booking system, Workspace Manager, has been successfully migrated to a new, cloud-based platform called **Resource Scheduler**, which will go live on **18 June**.

All existing future bookings have been transferred to the new system, so there's no need to re-enter any reservations.

Important dates:

- **From 12.00pm on 17 June**, Workspace Manager will become **read-only**.
- Any new bookings must be made in Resource Scheduler from **18 June** onward.

We apologise for any inconvenience this brief transition period may cause.

Getting started:

Resource Scheduler is user-friendly and supports **Single Sign-On (SSO)**, so you can log in using your NHSGGC credentials—no password required.

To access the new system on 18 June, go to:

NHSGGC Favourites > Admin > Resource Scheduler

Training Resources Available:

To help you get started, we've prepared the following guides:

- [Quick Reference Guide – General Users](#)
- [Full Training Guide – General Users](#)

What you need to do:

- **Do not** make any bookings in Workspace Manager after **12.00pm on 17 June**
- **From 18 June**, begin using Resource Scheduler for all room bookings
- **Report any issues** via eHelp.

Control Of Substances Hazardous to Health (COSHH)

The Control Of Substances Hazardous to Health Regulations or COSHH applies to a wide range of substances with the potential to cause harm if they are inhaled, swallowed, come into contact with, are absorbed through or puncture the skin. These include things like paints, cleaning materials, metals, pesticides and other everyday products. They can also be biological agents such as viruses and bodily fluids. Substances covered under COSHH occur in many forms, e.g. solids, liquids, vapours, gases, dusts, fibres, fumes, mist, and smoke.

In order to comply with our legal responsibilities which include providing a safe environment for our staff and others, departments across NHSGGC should have an up to date assessment for the risk of exposure to such substances.

Control measures within a risk assessment should detail appropriate actions to be taken to remove or safely manage hazardous substances within your department.

Care will also have to be taken when looking at the storage of potentially hazardous substances taking into consideration the nature of the hazard e.g. storing of flammables in a flammable cupboard.

This month's SHaW Task Calendar includes the undertaking of a [COSHH Self-Audit](#) which allows managers and services to check their compliance with managing this risk and are also an integral NHSGGC governance tool.

Further Guidance is available from your line manager and at the SHaW [Control Of Substances Hazardous to Health \(COSHH\)](#) SharePoint page.

GGC Medicines Update



GGC Medicines Update is a series of blogs with important medicines related messages relevant to all healthcare professionals across GGC. Please see below for new blogs and relevant updates.

New blogs

Click on the following links to access the recently published Medicines Update blogs.

- [Metalyse® 25mg \(5000 units\): new agent of choice for thrombolysis in acute ischaemic stroke](#)
- [Updated NHSGGC guideline: Treating asthma in adults \(16 years and older\) in primary care](#)
- [NHSGGC Mental health policies moving to Right Decisions Service](#)

Updated blogs

Click on the following link to access the recently updated Medicines Update blog.

- [Safe Use of Alfentanil Injection \(in adult palliative care\)](#)

Updates

- [MHRA Safety Roundup May 2025](#)

All of our blogs can be found on the [GGC Medicines website](#). The search function can be used to find specific blogs. Anyone can join our mailing list by contacting us at ggc.medicines.update@nhs.scot

Diabetes Week: 9 – 15 June

NHSGGC's Type 2 Diabetes Hub wants staff to know their 'score'.

There are a number of factors that can increase your risk of developing Type 2 Diabetes including your age, weight, ethnicity and family history.

These all combine to let you know your risk of developing Type 2 Diabetes and it only takes a few minutes to know the score!

Use Diabetes UK's online ['Know Your Risk'](#) tool. All you need are scales and a tape measure and you're ready!



Making changes to your lifestyle such as [managing your weight](#), [getting more active](#) or [stopping smoking](#) could reduce your risk of developing Type 2 Diabetes. Click the links to find out more about our services which can support you to make these positive changes.

You can also find out more about Type 2 Diabetes via our [Type 2 Diabetes Hub](#).

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



Getting the right care is as easy as ABC

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.
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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](#)