

# Core brief

**Daily update**  
**(18 November 2022, 10.30am)**

Topics in this Core Brief:

- Training for Reviewers of Significant Adverse Events – 2023 Bookings Now Open
- Public Protection Service: New Learning & Education Training Sessions 2023
- Reporting salaries correctly
- World Antimicrobial Awareness Week – 18 to 24 November 2022

## Training for Reviewers of Significant Adverse Events – 2023 Bookings Now Open

The Clinical Risk Team are pleased to announce that bookings are now being taken for Significant Adverse Event Reviewer Training (formerly known as RCA for SAERs).

The course is aimed at colleagues who lead or are members of SAER review teams, or are expected to do so in the near future. The course covers the SAER process from commission to completion including the mandatory policy requirements and a range of techniques to help reviewers understand why an incident has happened.

The course is run over two half-day sessions and is delivered on MS Teams. Dates for the 2023 cohorts are below and the booking form can be accessed [here](#).

Any questions about this training can be emailed to [clinical.risk@ggc.scot.nhs.uk](mailto:clinical.risk@ggc.scot.nhs.uk)

2023 Cohort 1	Part 1	20/01/2023
	Part 2	27/01/2023
2023 Cohort 2	Part 1	20/03/2023
	Part 2	27/03/2023
2023 Cohort 3	Part 1	23/05/2023
	Part 2	30/05/2023
2023 Cohort 4	Part 1	19/07/2023
	Part 2	26/07/2023
2023 Cohort 5	Part 1	21/09/2023
	Part 2	28/09/2023
2023 Cohort 6	Part 1	17/11/2023

## Public Protection Service: New Learning & Education Training Sessions 2023

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/>



### **Adult Support and Protection Level 3**

Tuesday 10 January 2023 – 10:00am – 12:00pm

Thursday 16 February 2023 – 2:00pm – 4:00pm

Tuesday 14 March 2023 – 10:00am – 12:00pm

### **The National Guidance for Child Protection in Scotland 2021**

Thursday 12 January 2023 – 2:00pm – 4:00pm

Tuesday 21 February 2023 – 10:00am – 12:00pm

Thursday 16 March 2023 – 2:00pm – 4:00pm

### **Child Protection Level 3 Your Roles & Responsibilities**

Tuesday 24 January 2023 – 10:00am – 12:00pm

Tuesday 7 February 2023 – 2:00pm – 4:00pm

Tuesday 7 March 2023 – 10:00am – 12:00pm

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.

### **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:

<b>Team or Service</b>	<b>Example of Queries or Support</b>	<b>Contact Details</b>
eESS	Recording changes to location, band, hours, termination of employment, etc.	<a href="#">HR Portal - NHS GGC HR (service-now.com)</a>
HR Support & Advice Unit	Annual leave, maternity leave, terms & conditions of service, etc.	<a href="#">HR Portal - NHS GGC HR (service-now.com)</a>
SSTS	Recording shifts, absence, overtime etc.	<a href="mailto:ssts.team@ggc.scot.nhs.uk">ssts.team@ggc.scot.nhs.uk</a>
Central Bank	Shifts worked, annual leave requests etc.	<a href="mailto:staff.bank@ggc.scot.nhs.uk">staff.bank@ggc.scot.nhs.uk</a>
Payroll	Other payments, payroll guidance, etc.	<a href="mailto:GGCPayrollQueries@ggc.scot.nhs.uk">GGCPayrollQueries@ggc.scot.nhs.uk</a>
Expenses	New claimants, insurance certificates, etc.	<a href="mailto:eExpenses@ggc.scot.nhs.uk">eExpenses@ggc.scot.nhs.uk</a>

### **World Antimicrobial Awareness Week – 18 to 24 November 2022**

World Antimicrobial Awareness Week runs from 18 to 24 November every year. This year's theme is Preventing Antimicrobial Resistance Together.

It's an international initiative to increase awareness of the growing problem of resistance to antibiotics and other antimicrobial medicines. Antimicrobial resistance is a major public health issue that kills 25,000 people each year across Europe. This year the theme highlights the necessity of raising awareness about working together to eradicate antimicrobial resistance and encourage better ways of using antimicrobials.

Incorrect use of antibiotics, antifungals and antivirals increases antimicrobial resistance.

You can help reduce resistance by following good practice when prescribing and use the NHSGGC guidelines:

- o [Adult Infection Management Guidelines](#)
- o [Paediatric Infection Management Guidelines](#)

- encourage and practise good infection prevention and control, including regular handwashing
- consider ways to treat infections without antibiotics
- talk with patients about the use of antimicrobials and the risk of antimicrobial resistance.
- Read NHSGGC Medicines update bulletins:
  - o [Clostridioides difficile infection](#)
  - o [Antibiotic treatment failure risk- Interaction](#)
  - o [Metronidazole? Think tabs before jags](#)

Find out more and choose a pledge to help tackle Antibiotic Resistance at: [www.antibioticguardian.com](http://www.antibioticguardian.com)

[Antibiotic Guardian](#)

Our actions protect #antibiotics. Go to [www.antibioticguardian.com](http://www.antibioticguardian.com) and find out how you can help #KeepAntibioticsWorking [www.antibioticguardian.com](http://www.antibioticguardian.com)



If something isn't right, talk to...  
**Health, Wellbeing and Spiritual Support**

Occupational Health	Chaplaincy Service
If you are experiencing health and wellbeing issues, our occupational health team, including our clinical psychologists will support you when you need it most.	The service is there to provide compassionate, person-centred spiritual and wellbeing support to staff from all backgrounds, faiths or beliefs.

Please keep up-to-date with the latest guidance on our dedicated web pages at: [www.nhsggc.scot](http://www.nhsggc.scot). If you have any questions about the current situation please check the FAQs first. If you have any further questions, please visit the [HR Self Service Portal](#).

\*\*\*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](#)