

Core brief

Daily update

(4 May 2023, 11.00am)

Topics in this Core Brief:

- Staff Awards 2023
- Supporting our colleagues through bereavement
- World Hand Hygiene Day 2023
- Open University pre-registration nursing programme
- Reporting salaries correctly

Staff Awards 2023

Tonight's the night! Our Celebrating Success Staff Awards event takes place this evening, where we will recognise staff from across NHSGGC and celebrate their achievements in style.



All our nominees are to be celebrated for the significant efforts they have all made in support of our staff, our patients, and the local communities we serve. They are a credit to the NHS and should be proud of the contribution they make on a daily basis to the health and wellbeing of the population of Greater Glasgow and Clyde.

Before the celebrations start, you can find out about the nominees in each of the award categories, visit: <http://www.nhsggc.scot/celebratingsuccess>

Don't forget the winners will be announced live tonight on our social media channels (follow the #ggcawards tag).

Supporting our colleagues through bereavement

As part of [Demystifying Death Week](#), NHSGGC is hosting two events to explore how colleagues and managers can support staff who are bereaved.

Since January, Inverclyde Royal Hospital has been working towards gaining their "[Bereavement Charter Mark](#)", a process which recognises a compassionate

community coming together to support each other during a very difficult time. To help promote this work, there will be activities happening in the IRH Dining Room from 1-7 May where staff can find more information about support available and also take part in activities which help us to remember those we miss.

Alongside this in-person event, there will be an online session on Bereavement in the Workplace on Wednesday 10 May from 10.30am-11.30am which will look at some of the NHSGGC policies available to support staff in a time of bereavement or whilst they are providing care for a friend or relative. We will also be discussing some of the things colleagues can do to support each other, especially when people may be returning to work following a death. To register for this event please click here: <https://link.webropol.com/ep/ddw23-bereavement-at-work>

Any questions can be directed to ACPSupport@ggc.scot.nhs.uk

World Hand Hygiene Day 2023

Hand hygiene saves millions of lives every year when performed at the right moments and using the right technique during care delivery. To support World Hand Hygiene Day 2023, the Infection Prevention and Control Team (IPCT) are launching three new hand hygiene technique videos.

The videos can be used to educate staff on the correct technique or just as a reminder for staff of the importance of undertaking good hand hygiene. Together, we can take action to help prevent infections and antimicrobial resistance. The videos will be available on the IPCT Webpage, visit: [Hand Hygiene - NHSGGC](#)

Open University pre-registration nursing programme

The Open University in Scotland are delivering awareness sessions over the summer for Healthcare Support Workers interested in becoming a registered nurse.

This is to provide potential applicants with information and time to gain the required literacy and numeracy requirements for their application for entry to the programme in September 2024. For more information, [please click here](#).

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

If something isn't right, let's talk about...
Whistleblowing



Whistleblowing

This is a way you can formally raise concerns about an issue that is in the public interest, such as patient safety or suspected malpractice. You can find out more information about the whistleblowing process by visiting National Whistleblowing Standards | INWO (spsa.org.uk). To submit a formal whistleblowing concern, please email ggc.whistleblowing@ggc.scot.nhs.uk.



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](#)