

Monday 4 March 2024

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**Change to the working week – Agenda for Change staff** The most recent Agenda for Change pay award included a commitment to look at non-pay aspects of AfC terms & conditions. As part of this Scottish Government have confirmed there should be a reduction of 30 minutes in the working week from 1 April 2024.

We know you will have questions about how this will affect you. We await further guidance from Scottish Government, and will be working with staff side, and colleagues in other boards to understand how this will be implemented including the various systems that we use to roster and pay staff. It's important to stress there is NO change to the working week for Agenda for Change staff at present.

There will also be a consistent approach to Protected Learning Time across NHS Scotland and a defined process for review of Band 5 nursing posts. Further information is available here: [Reduced working week for healthcare staff - gov.scot \(www.gov.scot\)](https://www.gov.scot/resources/documents/2023/12/Reduced_working_week_for_healthcare_staff_-_gov.scot.pdf)

**Supporting people requesting information** People have lots of different rights under information legislation and, in many instances, can exercise those rights verbally (i.e. they don't have to write anything down). They can also ask for information from anyone employed by NHS Grampian; they don't have to ask the 'right' person or team. If anyone asks you for their information, wants to have information corrected or erased, wants us to stop holding or using their information, or wants general information about what we do or our impact on the environment and you wouldn't normally answer questions like that, write the question down, take the person's contact details and send the request to [gram.inforgovernance@nhs.scot](mailto:gram.inforgovernance@nhs.scot) **It's very important that you record the question and send it to Information Governance, rather than asking the person to do that themselves.** Please send the request quickly as the time to respond starts when you are asked; not when the request reaches Information Governance.

**Infection Prevention & Control (IPC) Refresher modules (mandatory training)** All staff, clinical and non-clinical, are required to complete a mandatory IPC Refresher module on Turas Learn every 12 months. There is a module for clinical staff and a module for non-clinical staff.

Note for managers: the IPC Refresher modules for clinical staff and non-clinical staff do not appear on the list of mandatory training modules on your Turas Learn reporting page. To monitor compliance for these two mandatory modules, please refer to the "*Instructions on how to check staff compliance for Mandatory IPC Refresher Modules*" document, which is available on the [IPC intranet page, under the Education tab](#). If you have any issues, please email [gram.infectioncontrol@nhs.scot](mailto:gram.infectioncontrol@nhs.scot) with "IPC Refresher Module Mandatory Training" in the subject line.

**Winter vaccination programme – Public Health Scotland survey** You've got just over 24 hours left to have your say on the 'flu/COVID-19 vaccination programme. If you work in health & social care, whether you took up the offer of vaccination or not, Public Health Scotland want to hear from you. Their survey will close at 5pm tomorrow (5 March); [you can complete it via this link](#) or by scanning the QR code below:



The survey is completely confidential: individual answers will not be shared with your employer, and neither your employer nor the research team will know who you are. The survey should take a maximum of 10 minutes to complete.

**Research & Development Strategy 2024-29** The Research and Development (R&D) Office thanks everyone who has provided comments on the first draft of the R&D strategy 2024-29. The second draft will be presented by the R&D Director at the clinical board meeting on Wednesday 13 March. Anyone wishing to attend should contact [gram.clinicalboard@nhs.scot](mailto:gram.clinicalboard@nhs.scot) on or before 10 March. Following the meeting, any additional feedback can be sent to [gram.randd@nhs.scot](mailto:gram.randd@nhs.scot) by close of play on 14 March.

**Army Reserves opportunity** 252 (Hospital) Squadron and 215 (Scottish) Multirole Medical Regiment are hosting an open evening at Gordon Barracks in Aberdeen on Wednesday 20 March, 7.30-9.30pm. They are looking to recruit medical, nursing, and AHP staff; full training is provided with plenty of opportunity to transfer learning into your day job. All welcome to attend.

**Child Health Commissioner newsletter** The latest newsletter from Tracy Davis, our Child Health Commissioner, is available to read here: [Child Health Commissioner's Newsletter \(cloud.microsoft\)](#)

**Pause for thought** John O'Donohue wrote: "May I live this day compassionate of heart, clear of word, gracious in awareness, courageous in thought, and generous in love" How would you like to be today? What will you do to make that happen?

**Tune of the day** Thanks to Shona McLeman (HCSW in the sexual health service) for today's request. She's getting warmed up for Eurovision and has asked for [Dizzy by Olly Alexander](#). We'll have to wait until the final in Malmö on Saturday 11 May to see how this one fares...surely it won't be rooted to the bottom of the table? (EP)

If you want to request a tune, follow up on items included in this brief, or suggest an item for sharing, drop us an email via [gram.communications@nhs.scot](mailto:gram.communications@nhs.scot)