

Thursday 25 January 2024

Are you seeing all the lab and radiology results you need to see? It has come to light that some clinicians do not have their TrakCare results screen configured correctly and may be missing some results.

[The main user guide for TrakCare order comms is available here](#) (intranet link, networked devices only). The guide includes links to detailed information on how to safely set up your results "workbench". Most people should put their name in the far-right box "Episode/Responsible or Requesting CP". In addition, speak to the medical secretaries who type your dictation to discuss your collaborative TrakCare tasklist process. This acts as a useful safety net. If clinicians and secretaries need any further advice and support, you can ask the TrakCare trainers [in the support Team here](#).

ICYMI - Health and Social Care Workforce: Help Us to Tackle Racism survey The Coalition for Racial Equality and Rights (CRER) has been asked by Scottish Government to design and develop anti-racism resources for anyone working in health & social care in Scotland. To ensure these resources meet your needs, [CRER have designed this survey](#). It is aimed at capturing the experiences and understanding of racism, of people working at all levels.

No matter your ethnic background, pay band, or job title, everyone's views count. The survey is open now and will run until 9 February. It is anonymous and it should take no more than 15 minutes. Responses will be held and analysed by CRER and will only be used in the development of the resources. The survey data will be destroyed once the resources have been finalised. If you have any questions more information about the project is available on the CRER website: [Health and Social Care Anti-Racism Resources — CRER](#). If you would like a paper copy of the survey, please email mimie@crer.org.uk

HEPMA update The latest update from the HEPMA team is attached to the email used to send out this brief. The Woodend roll out is well underway, with nearly half of inpatient beds live on the system.

General office Service ARI temporary relocation From tomorrow (26 January) the general office service will move into the ID/Security office, to allow for flooring replacement in the main counter service area. The team will do their utmost to maintain the usual service, but there may be some delays. The work is expected to take two weeks.

Patients can still attend at the temporary location in the ID/Security office for travel payments. Medical staff can also attend for completing MCCD forms, however it is likely there will only be one location with computer access so if another doctor is using it there may be a short wait. We will also be issuing LFD testing kits for staff if required. The office will close at 4pm during the temporary relocation and signs on the door will advertise this. The team apologise for any inconvenience and hope to resume normal service as soon as possible.

Financial Year End 2023/24 – Deadline for New Job Requests, Print & Promotional Materials

Ordering New job requests received by Marketing & Visual Communications (MVC) after close of business on **Friday 16 February** will **not** be processed until after the end of this financial year.

- Standard job requests received on or before 16 February will be processed as normal. However, all requests after this date will be processed at the start of FY24/25 unless otherwise approved as an organisational priority by the Marketing & Corporate Communications Director and agreed with the MVC Head of Service.
- You should ensure enough time for any Publication Requirements Management Group (PRMG) processes to be completed.
- Under NHS Grampian's Standing Financial Instructions, payment for goods **cannot** be made without print/other media being delivered to Central Stores, checked, approved, receipted and invoices sent to Account Payable **before** 31 March (i.e. no pre-payment).

If you have any questions regarding timescales or would like to discuss an application, please contact gram.mvc@nhs.scot Thank you for your support and understanding.

Dental nursing modern apprenticeship Modern apprenticeships offer people aged 16 and over in paid employment the opportunity to work towards a vocational qualification. The dental nursing qualification is offered by the SQA, with the opportunity to register with the General Dental Council on completion of the course. Applications for this year's course will open in July; for now, more information is available here: [Dental Nurse Modern Apprenticeship | Turas | Learn \(nhs.scot\)](#)

Migraine support event A reminder of our upcoming migraine information and support event on Wednesday 31 January. This will take place between 7-8.30pm and is open to anyone living in Grampian who wants to understand more about migraine and how they can manage the condition. Registration is via Eventbrite here: [Understanding migraine, treatments and accessing Grampian support. Tickets, Wed 31 Jan 2024 at 19:00 | Eventbrite](#) Places are limited; anyone who registers and is then unable to attend should cancel their booking in Eventbrite to free the place. The event will be recorded.

Commitment to Culture mini classes Last week we highlighted our [Commitment to Culture](#) resource pack (intranet link, networked devices only). We'd encourage you to take a look at the resources and discuss in your teams how you could use them. However, if you are stuck for where to start, come and join one of the mini classes we will be offering in February to showcase 3 of the resources. No booking required, just join via the link provided:

w/c 5 February focus on ‘Our Commitment to Culture’ wheel	w/c 12 February focus on Our Team Canvas	w/c 19 February focus on CAKE – resource for individual and team wellbeing
Mon 5th Feb 12:30 – 13:00 Wed 7th Feb 12:30 – 13:00 Fri 9th Feb 12:30 – 13:00	Wed 14th Feb 12:30 – 13:00 Thu 15th Feb 12:30 – 13:00 Fri 16th Feb 12:30 – 13:00	Mon 19th Feb 12:30 – 13:00 Wed 21st Feb 12:30 – 13:00 Thu 22nd Feb 12:30 – 13:00

Tune of the day Fair fa' your honest, sonsie, face! It's Burns Night and therefore we need a little something from the Bard. If spoken word is your thing, here's [To A Mouse](#). If you prefer the songs, here is [Wild Mountainside](#), sung by Eddi Reader (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