

Wednesday 17 April 2024

Standing Financial Instructions (SFIs) SFIs cover arrangements for the purchasing of goods and services, tendering for goods and services, capital infrastructure, subsidies and grants, and stockholding and stock management. Again, we've attached a more detailed factsheet to the email used to send this brief. If you have any questions, about any part of the organisation's SFIs, please contact Grant Burt, Financial Governance Manager, Julie Anderson, Assistant Director of Finance or your Finance manager who will be happy to help. If you'd like to review the SFIs in detail, [please visit the Finance pages](#) of the intranet (networked devices only).

Safe swallowing & texture modified diets – free training If you are involved in preparing or serving food to people with swallowing difficulties, then we have the course for you, taking place on Wednesday 22 May, at the Garioch Heritage Centre, Loco Works Road, Inverurie. You can either attend at 9.30 am – 12.30pm, or 1.30-4.30pm. Each session includes presentations from SLT, DT and catering, as well as a main presentation and demonstration from the Nutricia chef. You'll learn about dysphagia and the importance of providing modified diets correctly, as well as the importance of supporting nutrition and how to modify foods effectively to meet the IDDSI standards. Sessions are open to anyone (nursing/care staff, AHPs, family members, students, catering staff etc). They are particularly useful to any care staff and catering teams involved with the regular provision of modified diets.

This training is free, but it is very popular, so don't delay booking your place! Contact johanne.smith@nhs.scot for more information.

When Central Stores orders go astray In an organisation as big as ours there is always the chance of a Central Stores order being delivered accidentally to the wrong location. If you have had items mis-delivered to your department, labelled for another area, please contact your local porters or transport to have them collected and delivered to the correct area. You should state these have been delivered to the wrong location, giving them your location and the labelled location of the order, so redelivery can be arranged. Stores cages should also be returned to Central Stores as soon as possible. This will avoid having to condense cages for larger areas which can lead to mis-deliveries.

Retail catering menus The lunch menus for Woodend and Royal Cornhill have been added to the intranet, joining the menus for the Pink & Orange Zone cafes in ARI. You can take a look for yourself here: [Pages - ShopsandCafes \(scot.nhs.uk\)](#)

Save the date – Grampian Pride 2024 We're delighted to say NHS Grampian will be taking part in the Grampian Pride parade along Union Street on Saturday 25 May 2024. For now, save the date, we'll be sharing information on how you can get involved very soon!

Management & Leadership Forum – meeting tomorrow Join us on Teams between 9.30-10.30am, to hear Tracey Leete and Lorraine Valenzuela provide a 30-minute overview of Values Based Reflective Practice (VBRP). There will then be an opportunity for a maximum of 24 people to participate in a 20-minute VBRP session to experience it for themselves. The link for the session is in the Year of the Manager channel [GRAM Year Of The Manager | General | Microsoft Teams](#)

We Care Wellbeing Wednesday April is Stress Awareness Month, an ideal opportunity to learn more about the signs and symptoms of stress in ourselves and others and have a look at some of the resources available. Public Health deliver training sessions, which can help tackle stress and addresses mental health. Click on the included links to book onto the following courses through TURAS (log-in required):

- [Relaxation Workshops](#) provide an opportunity to experience a range of relaxation methods and, through practice, alleviate stress whilst increasing levels of wellbeing. Upcoming dates: 22 April (2-3.30pm) and 7 May (10.30am-12pm).
- [Guided Journaling](#) is recognised as reducing anxiety through providing clarity, identifying patterns, revealing emotions and processing decisions. The sessions provide an opportunity to pause and reflect and connect with yourself. No prior journaling experience is necessary. Upcoming dates: 22 April (5-5.30pm); 25 April (8-8.30am) and 29 April (5-5.30pm).
- [Stress Awareness](#) sessions teach you how to recognise stress, and how stress may be caused, with a range of different methods to reduce stress. There are also resources and support available within the session. Upcoming dates: 23 April (2-3.30p,) and 13 May (10.30am-12pm).
- [Promoting Resilience](#) this is an opportunity to learn about the factors impacting resilience, such as the links between pressure, stress, performance and health; how to measure resilience and emotional intelligence; and identify actions you can take to build self-resilience. There are some pre-course activities to complete before attending. Upcoming dates: 29 April (10am-12pm).
- [Recovery in Mental Health](#) looks at the concept of recovery and its practice-based models, and the evidence of effectiveness in mental health. There is also an opportunity to hear testimony and discuss what it is like to live with mental health problems, experience stigma and seek recovery, and consider what your own role might be in supporting recovery/challenging stigma. Upcoming dates: 30 April (10-11.30am).

Tune of the day Wow, you have taken my request for your first record purchases very seriously! I am compiling a bumper list, but there's still time to get in touch.

Sticking with taking something seriously, today's dedication goes out to Emma Garratt, a speech & language therapist at the Len Ironside Centre in Aberdeen. Emma runs the London Marathon this weekend; Hannah and all the gang in the City Learning Disability team have asked for The Spencer Davis Group and [Keep On Running](#) (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