

Wednesday 10 July 2024

Scam Email Alert: A scam email targeting NHS staff at another health board has been reported. The email contained a suspicious link which if clicked could allow the scammer to gain access to Microsoft 365 credentials. This would allow the scammer to pretend to be genuine NHS staff and if successful, the scammer would be able to view or send emails and download and alter files. If you receive such an email, please do not click on any links within the email. Malicious emails can be reported safely through the following steps on Office 365:

- Right click the malicious email
- Click **“Report”**
- Click **“Report phishing”**
- Click the blue **“report button”**
- Navigate to your **“deleted items”** folder
- Delete the malicious email from the **“deleted items”** folder

Malicious emails can be reported safely through the following steps on Outlook Desktop:

- Left click the malicious email
- Click **“Report message”** on the top row
- Click the **“Phishing button”**
- Click the blue **“report button”**
- Navigate to your **“deleted items”** folder
- Delete the malicious email from the **“deleted items”** folder

This reports the email as a phishing email and improves our detection methods. This helps prevent future malicious emails from reaching your inbox. Additionally, it deletes the email and removes it from your inbox preventing any interaction with it. Further useful advice and guidance is available from the cyber security team here: [NHS Grampian Cyber Security Guidance \(cloud.microsoft\)](#)

Inpatient EPR update The Digital Ward Programme will be introducing changes to the TrakCare Inpatient electronic patient record (IP EPR) to support the implementation of Inpatient EPR to Mental Health Services. Further changes are being introduced from feedback received and all changes will be available from Monday (15 July). The key changes are:

- **Inpatient EPR screen layout**

Change in screen view with a move to a 60/40 screen split to allow more space to review records. (Viewing screen panels can be manually adjusted using the slide bar arrows at the bottom of the screens).

Linked columns in patient timeline to improve the view

- **Patient Admission Assessment (PAA) tab**

Ability for patient distinguishing features to be recorded

Ability to record information regarding home and pet safety

Ability to record named Power of Attorney and Financial Welfare / guardian

Ability to record Dependant information

- **History Tab**

Additional History sections for Personnel and Forensic History

Ability to provide details of named professionals involved

- **MUST Tab**

The addition of a Must tab has been included to identify adults, who are malnourished, at risk of malnutrition (undernutrition), or obese. There will be additional questions for the nutritional assessments. The MUST scores will also be displayed within the left-hand pane Observations screen.

The guides linked to below contain more information. For any other queries please contact either the helpdesk on Ext 54444 or email gram.epr@nhs.scot and a member of the team will be in touch.

[IP EPR Guide](#)

[IP EPR Quick Guide](#)

Band 3 upskilling - ARI A series of upskilling sessions have been arranged for Band 3 staff, working in clinical areas, taking place in ARI. These will run right through July and August. Full details of the [programme and how to book are available here](#) (intranet link, networked devices only).

ICYMI - dementia consultant webinar The NHS Scotland dementia consultant group will hold their next webinar on Wednesday 31 July. This is aimed at anyone with an interest in dementia care, including dementia ambassadors, champions, and specialist improvement leads. The topic for this session is Lewy Body Dementia. The webinar will take place between 2.30-3.30pm, [you can register using this link](#)

The 'State of Caring' 2024 survey This annual survey provides a UK wide snapshot of the experience of unpaid carers. If you are an unpaid carer, or you know someone who is, please share the details of this survey with them. Please note, it may take 20-30 minutes to complete. Even if you are unable to finish, the questions you do answer will provide useful information to Carers UK, to enable them to advocate on behalf of carers. [The survey is available via this link](#) and is open until 11 August.

Wellbeing, culture, and development Wednesday

- **Manager's Development Forum** Wouldn't it be great if there was one easy way to stay informed about all management and leadership development opportunities available in NHSG and connect with other managers across the organisation? There is! We have a Grampian-wide Teams channel to do just that. [Join the Manager's Development Forum today.](#)
- **Understanding & preventing suicide** New modules are available on Turas to support staff to understand and prevent suicide. [Full details and links to the training are available on Turas here.](#)

- **GP coaching service** A national coaching service for GP colleagues has up to 70 places open for application. If successful, you will take part in an initial chemistry session, plus a further 3-4 coaching sessions, delivered virtually. Coaching is a safe and confidential relationship, tailored to the specific needs and style of the person being coached. [You can apply using this form](#); please note it will take approximately 15 minutes to complete.

Just a reminder of our new email address, gram.wcd@nhs.scot. Please use this for Turas and general wellbeing and culture queries.

Tune of the day Join me in shaking a fist at the sky (while inside, obviously) and then hit play on Bryan Ferry and [A Hard Rain's A-Gonna Fall](#) (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