

Wednesday 11 September 2024

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**Site security - a shared responsibility** We operate dozens of sites across Grampian, with staff, patients, visitors, contractors, and the wider public coming and going every day of the week. Keeping these sites secure is **everyone's** business, so here's a reminder of the top tips:

- Always make sure your staff ID badge is visible.
- Don't be afraid to ask why someone is in your ward/clinic/office if you don't recognise them - and don't be offended if someone asks you to identify yourself.
- Make sure security doors are properly closed. If there is a fault with a lock (of any kind) log a repair request with Facilities & Estates.
- Make sure all confidential information is appropriately stored - whether it's notes or electronic records. Keep desks clear and lock PCs/other devices when not in use.
- Do not share any confidential information (either in-person or over the phone/by email) if you are not sure who you are speaking to. It is ok to pause and check someone's identity; genuine callers will not object to you taking the time to confirm.
- Make sure confidential waste is properly disposed of. Do not leave confidential waste bags in public areas.
- Only take confidential information (whether paper copies or electronic documents) off-site if you are **authorised** to do so.

**Reporting incidents of verbal abuse on Datix** No-one should consider receiving verbal abuse to be an acceptable part of their job. It's important we know about all incidents, and in which teams/services they occur. Reporting allows us the opportunity to do something about it and reduce the risk to you, including the provision of appropriate support and training. To make reporting of verbal abuse events easier, a simple tally system has been developed as an option for doing this. Managers of areas where verbal abuse may be an issue should offer this option to their team for recording such incidents. The incidents can then be tallied up and reported in one Datix. Please note, low level verbal abuse is the **only** type of abuse which should be reported in this way. All other incidents require separate Datix reports.

The recording sheet can be found here: [NHSG\\_Low Level Verbal Abuse Record Sheet.docx \(sharepoint.com\)](#)

A 'how to use' guide is available here:

[NHSG\\_LowLevelVerbalAbuseEventsRecordProcess\\_Nov2022.docx \(sharepoint.com\)](#)

**Review Of Aberdeenshire Carer Strategies (Adult Carers and Young Carers)** Aberdeenshire Health & Social Care Partnership (AHSCP) and Aberdeenshire Council are currently reviewing their Carer Strategies for adult carers and young carers. These are the plans of what we have been doing and what we plan to do to support adult and young carers over the next five years.

- Aberdeenshire Adult Carer Strategy

AHSCP is asking adult carers and people who support them, to give their views on how we support adult carers to sustain their caring role and have a meaningful life alongside caring. These surveys can be accessed via the links below, the closing date for responses is **13 October**.

[Adult Carers Survey](#)

[People Supporting Adult Carers Survey](#)

- Aberdeenshire Young Carer Strategy

Aberdeenshire Council is asking young carers and adults who support them to give their views on how we support young carers to have a meaningful life alongside caring. These surveys can be accessed via the links below, the closing date for responses is **22 September**.

[Young Carers Survey](#)

[Adults Supporting Young Carers Survey](#)

All surveys are hosted online at Engage Aberdeenshire and paper copies are available from Aberdeenshire Libraries and Service Points. Carers completing the surveys can choose to enter a prize draw for a chance to win an Amazon voucher or views can be submitted anonymously. For any queries on the surveys please contact [carersupport@aberdeenshire.gov.uk](mailto:carersupport@aberdeenshire.gov.uk)

## Wellbeing, culture, and development Wednesday

- **Your Financial Wellbeing** Affinity Connect specialise in supporting financial wellbeing through education and training on retirement, redundancy, and annual and lifetime allowances. This course is suited for those who wish to gain greater confidence in financial matters through increased financial knowledge covering the following areas: personal budgeting, mortgages and lending, personal taxation, savings and investment, the state pension, workplace pension, and estate planning. Sessions last 90 minutes and take place over MS Teams. Booking is via Turas here (log-in required): [Your Financial Wellbeing | Turas | Learn \(nhs.scot\)](#)
- **Spaces for Listening** Are you in need for some time to pause, connect with others, listen to each other and just be? Spaces for Listening sessions are hosted by NHS Grampian but open to all colleagues across the Health and Social Care Partnerships. Dates, times, and contacts as follows:
  - 12 September, 9.30-10.30am, contact [fiona.sharples@nhs.scot](mailto:fiona.sharples@nhs.scot)
  - 18 September, 8.30-9.30am, contact [agnieszka.stephen@nhs.scot](mailto:agnieszka.stephen@nhs.scot)
  - 30 September, 3-4pm, contact [fiona.sharples@nhs.scot](mailto:fiona.sharples@nhs.scot)
- **Leadership & management development mentoring scheme** We are excited to announce the relaunch of our in-house mentoring scheme, now open for applications from both mentors and mentees! This ongoing initiative offers a valuable opportunity for professional development and support to colleagues in or new to a leadership and management role. The first phase of mentor applications will close on 31 October, ahead of the mentor training workshops scheduled from the end of October. [For more information and to apply, please click here.](#)

For any Wellbeing, culture or development (WCD) questions please contact [gram.wcd@nhs.scot](mailto:gram.wcd@nhs.scot)

**Tune of the day** From the wellbeing, culture, and development update to a request dedicated to the head of that team. Jason Nicol hits the big 5-0 tomorrow and the team have asked for [Young At Heart](#) by The Bluebells to mark the occasion.

If, like me, you are a fan of Grand Designs (improbable plans which ALWAYS run over time and budget, winters spent in caravans, unexpected babies) you will be primed for tonight's 'best of' celebration. In anticipation, here's [Brick House](#) by The Commodores (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)