

# Daily Brief...



Monday 17 February 2025

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**Keep your workspace tidy and secure** Avoid leaving patient and other sensitive information lying around unattended. Hospitals are busy places and if sensitive information isn't properly secured anyone can pick it up and read it, placing our patients, colleagues, and other stakeholders at risk. If you're leaving an area, make sure you have everything with you, or lock it away, especially anything containing patient information (records, letters, print outs, handover notes etc). Records should always be properly tracked to and from your service and back to Health Records or their permanent place of storage when no longer in use. Make sure offices are secure too and don't be afraid to challenge unidentified visitors.

**Estates Maintenance helpdesk – update** The Estates Maintenance telephone helpdesk is now for **emergency calls only** for issues requiring IMMEDIATE attention which pose a risk to people or property, including risk to life or catastrophic damage to a building, examples include:

- Gas Leaks
- Person(s) trapped in a lift
- Loss of Medical Gas Supply
- Loss of Theatre Ventilation
- Loss of Power to a whole building or site
- Loss of Water to a whole building or site
- Loss of Heating to a whole building or site
- Flooding
- Imminent risk of fire or an explosion
- Roof/structural collapse

The helpdesk operating hours are Monday-Friday, 9am-3pm. For non-emergency calls, please log your job on the Estates Helpdesk online portal via the Estates Helpdesk icon on the desktop of all NHS Grampian devices. For updates on existing jobs, please email [gram.facilitieshelpdesk@nhs.scot](mailto:gram.facilitieshelpdesk@nhs.scot) providing your call reference number, name and location. The team endeavour to respond within 5-working days.

**Fraud awareness – e-learning** We often hear 'What kind of fraud happens in the NHS?' People are astonished to find out that fraud does happen in NHS Scotland, but consider the following:

- Have you been accurate and honest about declarations of interest?
- Do you know what bid-rigging is?
- Can fraud happen in your department? (The short answer is YES!)

Find out more [by visiting our eLearning page on Turas](#) (log-in required), the fraud awareness module is full of information and guidance on how to spot fraud, the red flags in behaviour, and much more. You can also check out the Counter Fraud Service Sharepoint site, to keep up to date with the latest scams, intelligence alerts and general fraud awareness: [NSS NHS Counter Fraud Services - Home](#)

**Launch of new Practice Supervisor and Practice Assessor Hub** Practice Education and Development are pleased to announce the launch of a new resource for all Nursing and Midwifery Practice Supervisors and Practice Assessors. Within the hub you will find newly developed educational pathways and updated flowchart guides for becoming a Practice Supervisor or Practice Assessor. We are also developing an area for CPD which will grow and develop over time. Look for the new “Practice Supervisor and Practice Assessor Hub” within the NMAHP education passport area on Turas. You can access by following this link [Practice supervisor and practice assessor hub | Turas | Learn](#)

**Poetry Blether - tomorrow** Our first ‘Poetry Blether’ session takes place between 7-8pm tomorrow evening. It will be held on Teams, is open to anyone working in health or social care, and the theme for this first meeting is 'Home'. Find out more here: [NHSG Libraries - Poetry Blether](#) and email [gram.drgrayslibrary@nhs.scot](mailto:gram.drgrayslibrary@nhs.scot) to request the joining link.

**Pause for thought** Attention is the rarest and purest form of generosity. In what ways do you give attention with generosity to those around you?

**Tune of the day** Today’s request comes from Brenda Ferries (secretary in ARI wards 106B and 201) and she’s in a reflective mood. There’s been a family reunion, with Brenda’s sister visiting from New Zealand, reuniting the family for the first time in 17 years. She flew home yesterday, so Brenda has asked for Fleetwood Mac and [Wish You Were Here](#) (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)