

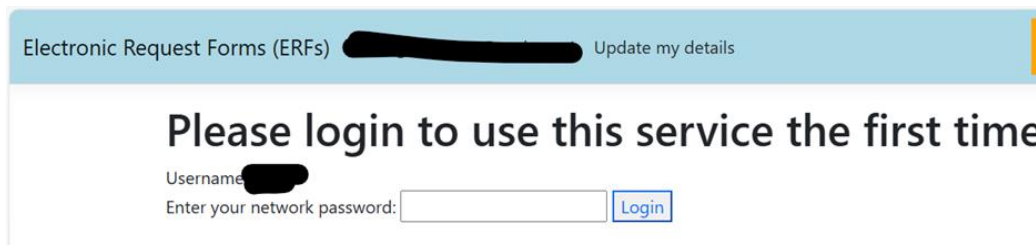
Wednesday 19 February 2025

Service update – Linen Services The team are currently unable to offer a full pressing service and some items, including scrub suit trousers and duvet covers, will not be ironed. Please be assured items returned as clean, but not pressed, are fit to wear. Returning them unused or unworn will simply add to the burden of work; once in the soiled linen stream, **all** items must be cleaned as such.

There is a significant amount of soiled linen for the team to process; please help them by, for example, not using towels for spills, or blankets as props. The team will always do their utmost to fulfil clean linen requests and reducing the volume of unnecessary laundry will significantly assist them. Please remember linen staff are your NHS colleagues and should be treated with dignity and respect.

Changes to ERFs (Electronic Request Forms) - effective today Following an update of ERFs, all users should complete these steps during their first log-in:

- In Trak, select a patient
- Select ERFs link from menu.
- The first time you use ERFs you will see this screen:



- Enter your NETWORK password.
- You will see a registration screen. Add any missing detail and click 'Register'.
- From then on you should go straight into the Forms screen for your selected patient.

National Adult Support and Protection Day – tomorrow Normally, the key focus of healthcare professionals is to enable people to live safe and healthy lives. Significant challenges exist when their decision-making, or the behaviour and actions of other people, impacts upon them. Whilst the relevant local authority is the lead agency in Adult Support and Protection, we are key partners and often we are instrumental in both identifying and supporting patients at risk of harm.

[The article we are sharing today](#) (intranet link, networked devices only) is a real-life Adult Support and Protection situation. We encourage professionals and teams to use it in supervision meetings and case discussions.

Aberdeen Dental Outreach Centre – treatment offer The Aberdeen Dental Outreach Centre is currently inviting unregistered patients for treatment within student teaching clinics. Student treatment, provided within NHS Grampian dental clinics is free of charge, and is supervised by fully qualified and experienced dentists. If you are over 18 years of age, are not currently registered with a dentist, and are able to attend appointments during working hours, further information can be obtained by calling Argyll Dental Practice on 01224 551581 ext. 51581. An assessment is carried out prior to a patient being accepted to the student clinic to ensure student teaching requirements are matched to patient treatment needs.

ICYMI - Aberdeen City CTAC service update As of next Wednesday (26 February), the Community Treatment and Care (CTAC) service will stop operating from Carden House, on Carden Place and relocate to the Health Village on Frederick Street, as of Friday 28 February. More information is available here: [| Aberdeen City HSCP](#)

Wellbeing, Culture, and Development Wednesday

- **Pension Sessions- Spaces Available** Spaces are available through the following links for both [Partial Retirement](#) and [Retirement Planning](#) sessions, both running next Tuesday (25 February) on Teams and starting at 9.30am. The sessions are designed to develop a better understanding of pensions and options through partial retirement & other pension flexibilities.
- **Turas Appraisal Guidance** Turas Appraisal Guidance and support [is available on the intranet](#) (networked devices only) including short video guides for staff members and reviewers. The Managers' Development Forum is holding an [Appraisal refresher session](#) on 25 February, 9-10am. Spaces also remain for the next [Performance Appraisal](#) on 5 March, 9am-12pm
- **Digital Mindset Sessions for Senior Leaders** Following on from the information we shared through the brief last Wednesday we can now announce sessions specific to Senior Leaders for more further information, leaflet and dates, please follow this link: [Digital Mindset Sessions for Senior Leaders](#)

To contact Wellbeing, Culture and Development, please email gram.wcd@nhs.scot

Tune of the day The happiest of birthdays to Frances Robb (Digital Medical Education Lead) who is celebrating today. Sarah Wilson has requested [Spinning Around](#) by Kylie Minogue to mark the occasion (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