

# Daily Brief...



Tuesday 4 March 2025

**Key Guidance on Financial Year End Processes** Please find a link below to the guidance that should be followed by all staff as we complete the 2024/25 financial year end. This includes the deadlines for submission of required information and, where applicable, specific returns for accrued income / expenditure, and stock holdings.

<http://nhsgintranet.grampian.scot.nhs.uk/depts/Finance/Pages/YearEndGuidance.aspx>

Compliance with this guidance is critical to the successful completion of NHS Grampian's financial year end and annual accounts process. If you have any queries on the guidance, please contact your aligned Management Accountant or Finance Manager for clarification. Thank you.

**Public Holidays 2026/27, 2027/28 and 2028/29** The public holiday dates for the next three financial years have been set and are available to [view here](#) (networked devices only).

**HEPMA - potential for service disruption** Essential HEPMA improvement work will occur today (Tuesday 4 March) between 3pm and 4pm. HEPMA will remain available during this time, there is no expected impact on users of the system, but you may experience some intermittent service disruption.

**Respiratory MCN evening roadshow – registration open** This event is scheduled to take place between 6.30-8.45pm next Tuesday (11 March) at The Aberdeen Dyce Hotel. The programme will include group consultations for inhaler changes and asthma diagnosis update. You can register by completing this form: [Grampian Respiratory MCN Evening Roadshow - Tuesday 11th March](#) We look forward to your participation and hope to see you at this valuable event.

**Facilitated Dementia Programme** NHS Education for Scotland (NES) has developed a 'New to Skilled,' two-day dementia educational programme to meet the gaps in dementia training. These gaps were identified following engagement with the health and social care workforce through a series of focus groups and an online survey. The aim is to provide a structured learning pathway for staff working in health and social care who are new to dementia care. The next series of sessions will take place in Elgin on 9 and 10 June. [Find out more here](#) (networked devices only).

**Values Based Reflective Practice (VBRP®) opportunities** Monthly online and in-person open sessions are now available to attend throughout 2025. Open sessions allow for individuals to come together to gain the benefits from VBRP®, with each session accessible to those who can make it, rather than experienced as a specific group. If you're interested in attending one or more open sessions, [sign up here](#). We're also looking for teams who want to see how VBRP® makes a difference for them. If your team is keen to give VBRP® a go, [register your interest here](#). If you're looking for a more individual VBRP® experience, [register your interest in a 1:1 session](#). Not sure what VBRP® is? [Find out more](#).

**Paediatric MTC Education Session** A session focusing on major incident management in Royal Aberdeen Children's Hospital will take place on Thursday 13 March from 12noon to 1pm via Teams. Please send enquiries to [gram.nosmtc@nhs.scot](mailto:gram.nosmtc@nhs.scot)

**PILS courses Moray** The Resuscitation Department has recently restarted Paediatric Immediate Life Support (PILS) courses in Elgin. There are still a few places available on 17 March and 11 April. Places will only be allocated to those with a clinical need. For more information, please contact the resuscitation dept on [gram.resustraining@nhs.scot](mailto:gram.resustraining@nhs.scot)

**Community Empowerment Toolkit** An online toolkit to support community organising and engagement has been launched by Community Planning Aberdeen. [The Community Empowerment Toolkit](#) provides tips and information for anyone looking to take action and make changes in their community. It is also for anyone looking to undertake community engagement as part of their role. If you have any feedback on the toolkit or would like to share any good news stories of community organising please email [communityplanning@aberdeencity.gov.uk](mailto:communityplanning@aberdeencity.gov.uk)

**Home Energy Scotland info session** The next Home Energy Scotland information session will be held on Monday 10 March from 2pm-3pm. This interactive session is for anyone who would like impartial energy advice and tips on how to save money. Learn how to save money on your energy bills, adopt new habits and be more efficient. You can also find out how to become an energy efficiency champion. [Book your free space.](#) A Teams invite will then be sent out a few days before the session.

**Medical Device Workshop** The University of Aberdeen is hosting a free, in-person interactive workshop led by RegMetrics on medical device regulations (EU) on Friday, 28 March 12.30pm – 3pm at The Rowett Institute, Level 2 seminar room, Foresterhill. This workshop is applicable for clinicians and academics working on medical devices technologies, and professional services staff supporting them.

For more information about the workshop, please [download this workshop description](#). A light networking lunch with refreshments will be served between 12:30pm and 1pm, followed by the RegMetrics workshop from 1pm to 3pm. Workshop places are limited due to capacity. Please [complete this form to register](#) your attendance and a colleague will be in touch to confirm your place. Registration closes on Friday 7 March.

**Nomination form for Jane Davies Award** This award provides an opportunity to celebrate and share examples of high-quality person-centred care and support in our health and social care system. Apologies that the nomination form was missed with the email sent with yesterday's Brief. It has been included today. Completed forms should be sent to [his.wmty@nhs.scot](mailto:his.wmty@nhs.scot) no later than Friday 14 March.

**Tune of the day** It's Shrove Tuesday, otherwise known as Pancake Day! If you're in need of a call and response song to spice up your pancake flipping endeavours, [Pancake, Pancake](#) with Mr DeIGaudio is a good shout. For everyone else, here's a slice of the Four Tops, with [Loco in Acapulco](#) (KJ).

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)