

Monday 25 March 2024

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**Agenda for Change (AfC) 2023 agreement - non pay elements** Boards have now received guidance from Scottish Government on implementing the non-pay elements of the 2023 AfC deal. We need time to read and understand this and will aim to share more information later this week.

We would repeat our previous advice to all teams; while you should certainly discuss how these elements will affect your team, you should not make any changes to your current working or rostering practices until local guidance is issued.

**Supporting people requesting information** People have lots of different rights under information legislation and, in many instances, can exercise those rights verbally (i.e. they don't have to write anything down). They can also ask for information from anyone employed by NHS Grampian; they don't have to ask the 'right' person or team. If anyone asks you for their information, wants to have information corrected or erased, wants us to stop holding or using their information, or wants general information about what we do or our impact on the environment and you wouldn't normally answer questions like that, write the question down, take the person's contact details and send the request to [gram.inforgovernance@nhs.scot](mailto:gram.inforgovernance@nhs.scot) **It's very important that you record the question and send it to Information Governance, rather than asking the person to do that themselves.** Please send the request quickly as the time to respond starts when you are asked; not when the request reaches Information Governance.

**ICYMI - removal of Temporary Covid-19 special leave as of Sunday 31 March 2024** From Monday 1 April 2024 the provision to class an absence under "Special Leave – Coronavirus Covid19 Positive" will be removed. Any absence due to Covid-19 will be treated in line with all other sickness absences. If a Covid-19 special leave absence straddles 31 March 2024, the absence up to and including 31 March can be recorded as Covid-19 special leave. From 1 April the absence should be recorded as sick leave, paid in line with an employee's contracted sickness absence provisions.

**Medical staff in ARI completing Medical Certificate of Cause of Death (MCCD) Out-of-Hours** A reminder the MCCD books are held in the General Office, Purple Zone, ARI during office hours (8.30am-4.30pm, Monday to Friday, closed weekends and Public Holidays). Outwith these hours the MCCD books are taken to the Site & Capacity office in the Green Zone ARI so medical staff have 24-hour access for completion of MCCDs. If medical staff don't have access to the Site & Capacity corridor, they can contact the S&C team on Ext 55788 for access.

**Public Holiday** A reminder next Monday (1 April) is a Public Holiday for NHS Grampian. All the dates for Public Holidays for 2024/25 and 2025/26 are available on the intranet here: [Pages - PublicHolidays \(scot.nhs.uk\)](#)

**Aberdeen City Care Management Service – new phone number** From next Monday (1 April), the contact number for the Care Management Service at Marischal College will change to 01224 070077. There is **no** change to the telephone number for the care management/social work team in ARI; this remains 01224 553510, or Ext 53510.

**Secondary Care Hubs Update** To accommodate patients who require urgent or time critical bloods, we will be running lists on the upcoming public holiday, Monday 1 April. These will take place in Clinic A, ARI and OP Dept, Dr Gray's Hospital.

As a test of change throughout April, the hubs in Clinic A, Ellon, Inverurie, and Stonehaven will reduce their appointment times during the morning session to 10-minute slots. This will help to accommodate the increasing demand on the service by offering over 450 extra appointments in the month. The trial will be closely monitored and if successful, rolled out to other hubs in due course. As always, please ensure blood requests are on Trak **before** the patient is asked to make their appointment at a hub.

**P&J Live ticket offer** Reduced price tickets are on offer for 'Lost in Music' - a celebration of 70s disco icons – taking place at P&J Live on Saturday 6 April. [Tickets can be bought via this link](#); please read the terms & conditions carefully.

**Pause for thought** When fishermen can't go to sea, they mend their nets. What routines do you have when plans need to change?

**Tune of the day** Today's first request goes out to Elaine Grigor, who is wrapping up her final day in the ARI General Office. Sarah and the team are going to miss you lots and they've asked for Bay City Rollers and [Bye Bye Baby](#).

Up next, we have Madness and [Driving In My Car](#), dedicated to David Miller, one of our respiratory consultants, from your colleagues (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)