

Wednesday 1 July 2026

All-staff briefing – next Monday The next all-staff briefing session takes place next Monday (6 July) between 4-4.30pm. This is your opportunity to hear the very latest on what's happening across the organisation. You can submit questions in advance (anonymously, if preferred) by emailing gram.communications@nhs.scot These sessions are recorded and a link shared in this brief for those unable to attend. [No need to book, simply use this joining link.](#)

Quick Tips – User Access and Updates and Removals The Service Desk should be used to request new access, make changes to existing access, update user details, or remove and reinstate accounts. It is important this information is kept accurate and up to date, particularly when end dating accounts no longer in use, as this helps reduce security risks.

- [Use this link for New / Permission Changes](#)
 - For new accounts or access updates
 - Request AD access first where required
 - Systems now available: Labs Apex / ICE
- [Use this link for Change User Details](#)
 - For updating contact information
 - Systems now available: Labs Apex / ICE
- [Use Remove / Reinstate Access](#)
 - For removing or restoring user accounts
 - Systems available: AD, Email, Labs Apex / ICE
 - Always inform the Service Desk of account changes to reduce risk

All requests must be submitted by an authorising manager. Please note INFIX & MyPreOp are currently inactive (pilot). If you have any queries, please contact the Service Desk, who will be able to advise.

Executive team – who does what With apologies, an incorrect version of the Executive Team portfolios was circulated yesterday. [The correct version is now available via this link.](#)

Information for medical Physician Associates The appraisal team will start adding Physician Associates to the Soar appraisal system from next Monday (6 July). You will receive log in details but do not have to do anything with them at the moment. An information session will take place on 26 August explaining the appraisal process, how to navigate around Soar, and answer any questions anyone might have. Invites will be sent directly in due course.

Level 2 training in psychological skills for cancer and palliative care The Psycho-oncology team will be delivering this training at Roxburghe House in September and November. This is a two-day, in-person, course – you must attend both days – with three further, one-hour, coaching sessions via Teams.

This training is for health professional who deliver ongoing care to people with cancer which includes psychological care, in particular CNSs, AHPs, ANPs and PAs. Among the topics covered will be screening for distress due to cancer diagnosis and treatment, psychological adjustment to cancer, and self-care for professionals. To take part, [please complete the form available via this link](#). Questions? Get in touch via gram.psycho-oncologyservice@nhs.scot

Wellbeing, Culture, and Development Wednesday

- **Reflecting on our wellbeing** We often think about how we feel or cope. The next step is to ask: how are we doing together? Team wellbeing shifts the focus from individual coping to shared support, open conversations and collective ways of working. It's about creating a space where people feel safe to speak up, workloads are discussed openly, and support is normalised. Try this today: ask your team, *"What's helping our wellbeing right now-and what's making it harder?"* Wellbeing grows when we take responsibility for it together. There are a host of local resources to help with this, simply follow the relevant links below:

[Use this link for further information on Values Based Reflective Practice](#)

[There's information via this link about our Commitment to Culture](#)

[Following this link will take you to a Reflective Practice toolkit](#)

[This Turas link will take you to information about CAKE training](#)

- **Coaching Skills for Managers - August Session now live** Join this highly rated programme to improve communication and strengthen your coaching- focused leadership style. To join the cohort beginning on 19 August, [simply complete the form available via this link](#).

For more information on any of these items or to raise any queries, please contact the team via gram.wcd@nhs.scot

Tune of the day This is starting to feel a little like a branch of the Metallica fan club...Vicky Ballantyne, an administrator with HIS, is joining her partner Lachlan Russell (part of the ARI maintenance team) in heading to London for the band's 2 night, no-repeat weekender. Vicky admits her taste tends more towards boybands, and this trip is payback for dragging Lachlan to Westlife! For him, here's the frankly gorgeous [Nothing Else Matters](#)

Our second request is from one anonymous Foresterhill colleague to another; our requester wants to shout-out the very helpful and cheerful member of the car-parking team in the multi-storey car park every morning. He always has a smile on his face, no matter how early in the day. For our ray of sunshine, here's Katrina & The Waves and [Walking On Sunshine](#) (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