

Thursday 19 February 2026

**Reduced Working Week (RWW) updates** We have two updates to share as we move towards implementation of phase 2 of the RWW for those employed under Agenda for Change:

- The RWW email address is experiencing a high volume of queries at present. Colleagues are doing their utmost to respond to these; however, you should visit the RWW intranet page in the first instance, [by following this link](#), or speak to your line manager regarding specific queries relating to your RWW implantation plan.
- [The deadline to complete this MS Form](#) to provide details of any part-time member of staff who it has been agreed will retain their current part-time hours has been extended to **27 February**. This form is for completion by line managers **only** and is a substitute for an eESS transaction for RWW only - there is no need for an eESS transaction to be done as well. Details provided on the form will be used to retain the staff member's current part time hours, or change their hours, on eESS, Payroll and SSTS/Optima. It is essential the details are recorded correctly e.g. pay number, hours should be recorded in decimals not hours and minutes. **Please avoid submitting duplicate entries or entries for same employee with different information.** Managers will be required to confirm how the retention, or change of hours, will be funded; this must be linked to budget available within services or an approved submission for backfill funding. Any changes to part time hours effective from any date other than 1 April 2026 should follow the normal process i.e., an eESS transaction and for Optima rosters advance notification to the eRostering team.

**Board meeting – today** The Grampian NHS board will meet today, with a full agenda, including updates on our financial position, our improvement plan, and the Baird and ANCHOR project. All the papers for the meeting [are available to read via this link](#). Our Chair, Alison Evison, will provide her usual report on the meeting for tomorrow's brief.

**Did Not Attends (DNA) – the impact on our Face Fit testing service** Last year this one team had 442 missed appointments. This adds up to over 18 working days of lost time; more than three and a half weeks of appointments which could have been offered to others. Please let them know if you cannot attend, even at short notice, so they can offer the appointment to someone else. You can either email [gram.face-fit-appointment-hub@nhs.scot](mailto:gram.face-fit-appointment-hub@nhs.scot) or, if you have booked online, select the 'cancel' option in your booking. Thank you.

**Footpath closure – SNBTS building, Foresterhill** From Monday (23 February) a portion of the loop road footpath directly outside the SNBTS building at Foresterhill will be closed until further notice. This is due to ongoing works at the building. Pedestrians should follow local signage for access to SNBTS or onward access to Foresterhill.

**National Adult Support and Protection Day** This annual event takes place tomorrow, with the theme of adult support and protection (ASP) in 'supported care settings'. Supported care settings include facilities such as care homes, day centres, and shared accommodation for people with complex support needs, including learning disability, and mental health.

Our adult support and protection team have prepared two articles, describing the vital role staff play in safeguarding adults at risk of harm across all care environments and focused on raising awareness of adult support and protection within care homes and supported living settings. You can read them both by [following this intranet link](#). Full guidance on recognising and reporting Adult Protection concerns is available on the [Public Protection intranet pages](#).

**Ashgrove House/Foresterhill House & annex – heating update** Temporary hot water boilers have been installed and should be commissioned today. We continue to be very grateful for the patience shown by colleagues based in these buildings.

**Datix surgeries** The next Datix surgeries will take place on Tuesday (24 February), between 1-1.30pm and 1.30-2pm. Book on to ask a question or seek advice on anything to do with Datix. Booking is via Turas (requires log-in) at this link: [Datix Surgeries | Turas | Learn \(nhs.scot\)](#) .

**Reminder - staff 'flu Vaccination Survey** The vaccinations and immunisations team are looking to gather experiences of - and viewpoints on - the 2025/26 staff 'flu vaccination programme. Whether you received your 'flu vaccination or not, if you work in health or social care within Grampian, we want to hear from you. [To complete the survey, simply follow this link](#). It'll take around 5 minutes; your answers will be completely anonymous and will help shape the way staff 'flu vaccines are delivered. To help us spread the word and get as many responses as possible, [please print and share the poster at this link](#). Thank you.

**ARI Adult Parenteral Nutrition ordering and administration** A reminder the paperwork accompanying Adult Parenteral Nutrition in ARI changed last month. Please refer to the FAQ document, [available via this link](#), for full information and details on how to provide feedback on the new paperwork.

**Supporting children to transition into primary and secondary school** Members of the RACH occupational therapy team will be hosting a drop-in session at Bridge of Don Clinic on Thursday 5 March 1-4.30pm. Staff will be there to give ideas and strategies for developing independence and motor skills through play, bring strategies for supporting children with practical skills in preparation for transitioning into Primary 1 or S1 after the summer, and be on hand to answer any questions and give general tips and tricks. This is a drop-in session, with no need to book. This event is specifically designed for parents and adults working with children.

**Tune of the day** Rachel Medich, senior charge ODP at AMH, makes today's request, selecting INXS and [Mystify](#). Rachel says the recent weather is frankly mystifying; I'd venture we all know a person or two who mystifies us as well (no names, no pack drill, ok?) (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)