

Tuesday 29 July 2025

Error in Agenda for Change arrears for on-call allowances Arrears of pay for the 2025/26 pay uplift will be paid in July salaries. Unfortunately, the HR Service Centre have discovered the value of arrears being processed for on call allowances is incorrect and as a result some staff will be overpaid. **The error only applies to staff who have been paid on call allowances this year and are therefore due arrears on this aspect of their pay.** All other elements of arrears being processed for the 2025/26 pay award are correct. An inappropriate code was used which, rather than process the value of arrears due, generated a number of on call allowance payments. With e-payslips issued and wages due to arrive in bank accounts on Thursday, there is not enough time to amend salaries. As such, in accordance with financial procedures, those staff affected will receive correspondence by the end of this week advising on recovery of the money. A flexible repayment plan will be offered, commencing from August salaries. We realise this situation is far from ideal and offer our sincere apologies.

Managing staffing using the Common Staffing Methodology (CSM) Using the CSM is part of our implementation of the Health and Care Staffing (Scotland) Act. To support its use a standard operating procedure has been agreed. [The SOP is available via this link](#); this document aims to support and embed good governance and assurance processes.

At present, use of the CSM is only required for specific staff groups: nursing, midwifery, and doctors in Emergency Departments. Colleagues in nursing, midwifery, and medical teams will lead on this work to ensure consistent and evidence-based staffing decisions and to manage risk. Use of the CSM will also support financial good governance and delivery of a sustainable workforce model. For further information follow this link: [Common Staffing Method, including Training and Consultation](#).

Scottish Edition ED module – TrakCare This module will go live for current users as follows:

- ARI and RACH – from Tuesday 12 August
- DGH – from Tuesday 19 August 2025

The new module provides all the same functionality as the previous version of TrakED in a slightly better way but has the added benefit of Emergency Discharge Letters going directly to GPs electronically via SCI Gateway; replacing printing and posting to GPs via Royal Mail. [This quick guide](#) (networked devices only) highlights all the changes. Your access will automatically be updated on the dates relevant to your department. Any Pilot users, who have had two version of TrakED will find that their access to the old version will disappear. Support will be available to all users throughout the transition and e-Learning has already been updated to reflect the new Scottish Edition screens. For any other queries or concerns, please contact x54444 or log a call via the IT Service Portal and a member of the team will be in touch.

Foundation Apprenticeships Thank you to all NMAHP areas who have agreed to support a young person undertaking the Foundation Apprenticeship in Social Services and Healthcare. All requests for placements should be co-ordinated via your local practice educator and Practice Education & Development Team. If you are approached directly by a young person interested in a placement, please direct them to gram.practiceeducation@nhs.scot Any queries or concerns please contact Laura Reid - Lead Practice Educator laura.reid3@nhs.scot

Datix surgeries The next Datix surgeries will take place on Tuesday 26 August, 2-2.30pm and 2.30-3pm. Book on to ask a question or seek advice on anything to do with Datix. Booking is via Turas (requires log-in): [Datix Surgeries | Turas | Learn \(nhs.scot\)](#)

NHS Scotland event – resources now available Whether you attended virtually, in-person, or weren't able to make it, all the presentations and content from the NHS Scotland 2025 event are now available online. You can access a wealth of material via this link: [Resources | NHS Scotland Events](#)

NHS Grampian Charity Did you know NHS Grampian Charity looks after the generous donations that patients, families and members of the public make to hospitals, wards and departments across Grampian? As a public body, NHS Grampian cannot accept money that is charitable in nature. Instead, NHS Grampian Charity holds these donations as the health board's official, legally linked charity, making sure the money donated is used to enhance the health and wellbeing of patients, in line with charitable law and the donor's wishes. You can find out more about the types of activities NHS Grampian Charity can and cannot support on the charity's Fund Guidance: [Pages - ApplyForFunding](#)

Tune of the day Emily Christie (speech & language therapist in Aberdeen City) has been in touch to suggest this new version of [Not Perfect](#) by Tim Minchin. This was actually her first ever request, way back in 2021 when this feature was in its infancy. Then, as now, it's a reminder to be grateful for what we have (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