

Daily Brief...



Monday 5 October 2026

Access to patient information Many of us access patient information during our work. Remember, every time we access patient data there must be a clear and legitimate patient care or administrative reason to do so. If you've any doubts about whether it's ok to access patient data, check with your manager and/or Information Governance - gram.infogovernance@nhs.scot. We can and do review/audit access to systems.

Accessing data inappropriately can have significant negative consequences for our patients, for NHS Grampian, and for you. It can trigger workforce, professional regulatory, or even criminal, processes. Examples of things we must not do include looking at the medical information of friends and family, neighbours, colleagues, or our own medical records. Where there are patients in high profile news stories or high-profile patients are receiving care from NHS Grampian, and you are not part of the team delivering that care, you must not look for those people in our systems. If you're unsure of what to do or you're asked to care for a friend, relative, or colleague, let your manager know so appropriate steps can be taken.

All-staff briefing - today Our next all-staff briefing session takes place today between 4-4.30pm. 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.](#)

Value & Sustainability - efficiency protocols We have a range of agreed efficiency protocols, covering things like ordering hospitality, arranging travel, training, and attendance at conferences and events. These help us take a consistent approach to spending on items like these, which is equitable across all teams. Please read these carefully to understand what is and isn't possible; [simply follow this link.](#)

Band 5 nursing review – October update All nurses currently employed on a Band 5 contract are entitled to request a re-evaluation of their post, with a possible regrade to Band 6. There is further information and [a link to the application portal available at this link](#). We have not been able to make significant progress with applications in recent months, due to unavailability of staff for batching and matching panels. Multiple panels have been scheduled throughout October and November which will increase the number of applications which can be processed.

The review is open to all nurses currently employed on a Band 5 contract by the NHS in Scotland. There is no closing date at present, and you have the full support of the organisation to participate in this review. If you were working in a Band 5 post from April 2023 onwards, even if you are in a Band 6 post now, you can still apply to have that post reviewed. Questions? We're here to help. Please contact gram.band5JE@nhs.scot with your query.

Excel 2016 copy and paste issue The Digital Directorate are aware of an issue within Excel 2016 where the ability to copy and paste data within cells is no longer working. Microsoft have released a fix and this is now available to install through the Software Centre. To install the fix, please follow these instructions:

- Save your work and close Excel 2016.
- Double-click the Software Centre shortcut on your desktop.
- In Software Centre, locate the Excel2016 Fix Copy and Paste Install
- Select the application and choose Install.
- Wait for the installation to complete, then reopen Excel 2016 and try copying and pasting again.

If prompted, please restart your computer after the installation. If the fix is not listed, the installation does not complete, or the issue continues, please contact the IT Service Desk for assistance.

Supporting people with learning disabilities within acute care Effective tomorrow (6 October), if you are supporting someone with a learning disability and are seeking advice, please use the contact details below. During this interim period, your call or email will be directed to the appropriate learning disability team. Thank you for your support during this time.

- Telephone: 01224 557130
- Email: gram.elmwoodreception@nhs.scot

Palliative and End Of Life Care 'lunch and learn' sessions Starting next month, these sessions will look at different aspects of palliative care. Dates, times, topics, and booking links are below:

- 18 November, 1pm - [specialist palliative care services – who we are and what we do](#)
- 20 January, 1pm – [steroids in palliative care](#)
- 17 February, 1pm – [nausea and vomiting](#)
- 17 March, 1pm – pain – [choosing and changing opioids](#)

These sessions are open to anyone with an interest in palliative medicine. Questions? Contact the MCN Team at gram.mcn@nhs.scot

Pause for thought What if you began with ‘Yes, *if ...*’ rather than ‘No, *because ...*’? What could change?

As a reminder, Guided Journaling takes place weekly, with occasional breaks for annual leave; [booking is via this Turas link](#) (log-in required).

Tune of the day Pauline McKen, medical secretary in the sexual health service, makes today's request. She's after a bit of JLo and [Love Don't Cost A Thing](#), pointing out the sexual health service looks after your 'romantic' health free of charge... (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.dailybrief@nhs.scot