

Monday 9 March 2026

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**Key guidance for managers, budget-holders and staff on financial year end processes** Please [follow this link to read the guidance to be followed](#) and the deadlines for submission of required information as we complete the 2025/26 financial year end. This includes where applicable specific returns for accrued income / expenditure, and stock holdings. Compliance with this guidance is critical to the successful completion of our financial year end and annual accounts process. If you have any queries, please contact your aligned management accountant or finance manager for clarification. Thank you in anticipation of your assistance.

**Think measles!** With confirmation of a second measles case in Grampian, it is vital clinical colleagues know how to recognise the signs and symptoms and how to manage suspected and confirmed cases. Information was circulated via Global email on Friday; [a toolbox talk is available via this link](#). Immunisation against measles is strongly encouraged for healthcare workers. If you haven't been vaccinated, please contact OHS by calling Ext 53663 or by email [gram.ohs@nhs.scot](mailto:gram.ohs@nhs.scot)

**Scottish Public Pensions Agency (SPPA) - latest newsletter** SPPA have recently issued a newsletter for all working ('active') members of the NHS Pension Scheme in Scotland which includes:

- Information for new members of the scheme
- Guidance on transferring other pensions into the NHS scheme
- The UK's pension dashboard programme

[You can read the newsletter by following this link](#).

**TrakCare login improvements** Effective tomorrow (Tuesday) TrakCare users who need to reset their password should take the following steps:

- If you have an nhs.scot email address, click 'Reset Password' on the login screen and enter your username or email. A reset link will be sent to your inbox.
- If you do not have an nhs.scot email address, please ensure you have completed the security questions in [ADupdater](#), then call the service desk to request a password change. Without security questions set your line manager will have to request a password change.

Alternatively, you can login using your TrakCare Username and Grampian Network (AD) Password.

**Replacement of wall-piped suction units and flowmeters** A reminder replacement of these units across ARI, RACH, AMH, Woodend, and Dr Gray's begins this week. Further information, including a timetable for replacement and actions required by clinical teams, [is available via this intranet link](#).

**Resident Doctors and Dentists Pay Award** A further salary increase for Resident Doctors & Dentists has been confirmed by the Scottish Government. [Details regarding this uplift can be found via this link](#). This increase will be applied to March 2026 salaries with arrears backdated accordingly or consolidated payment being processed in March 2026 salaries

**Visa/sponsorship enquiries** From 1 April 2026, a new central email address will be live for all sponsorship-related enquiries, including any visa requests. All sponsorship and visa enquiries must be sent in the first instance to: [gram.sponsorship@nhs.scot](mailto:gram.sponsorship@nhs.scot) Please share this information with your teams and update any local guidance or documentation accordingly.

This mailbox will act as the single point of contact for all sponsorship matters to ensure enquiries are managed consistently, efficiently and directed to the appropriate team. From 1 April 2026, please do not send sponsorship or visa enquiries to individual colleagues or teams. Managers are also reminded of their responsibilities in relation to sponsorship reporting duties and are asked to ensure they are familiar with these requirements and comply with them at all times.

**Grampian Commercial Research Delivery Centre** A short life working group has been formed to decide on how to spend the ring-fenced infrastructure funds to promote commercial clinical trials across the Grampian Commercial Research Delivery Centre. Following a request from investigators the last date for submitting ideas for infrastructure investment has been extended to 11 March; please contact [gram.vpag@nhs.scot](mailto:gram.vpag@nhs.scot) if you have an idea which requires funding.

Meantime, congratulations to those colleagues who have secured protected time for commercial clinical trial-related activities. Protected time for 2027 will be allocated based on the next call to be announced in September 2026.

**Pause for thought** If you planned for joy as well as productivity, where might that take you?

**Fifty years' service celebration** Congratulations to Keith Mackay from Stephen Hospital, who recently marked 50 years of service with NHS Grampian. Keith began his career in 1976 as a pupil nurse and is now a senior charge nurse. He invited colleagues, both past and present, to mark this incredible milestone with him, and he captivated everyone with his stories of nursing at Stephen Hospital in days gone by. Keith, thank you for your truly impressive service!

**Tune of the day** Did your weekend include a trip to HMT to see Miss Saigon? It's a favourite of speech and language therapist Emily Christie, who has asked for [Bui Doi](#); this particular version is by Welsh of the West End (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)