

Wednesday 2 November 2022

2022/23 Annual Leave – for attention of Agenda for Change & Executive/Senior Manager staff A detailed update on using annual leave was circulated earlier today. If you have not had a chance to read it yet, [it is also available here](#) (intranet link, networked devices only). Put simply, all Agenda for Change and Executive/Senior Manager staff are expected to use all annual leave (both accumulated from previous years and this year's allowance) by 31 March 2023. This is in line with NHS Scotland policy and is supported by GAPF. An approach for Medical and Dental staff, who work to a more variable leave timetable than the financial year, will be discussed with the BMA LNC.

We wanted to share part of the update – a message from Prof Caroline Hiscox - here as well:

“We work in an extremely pressured environment; therefore, it is vital we all use our annual leave allocation. Taking proper breaks from work allows us all to rest and return to work feeling refreshed. As an organisation, we have always encouraged you to plan out your annual leave and to get it booked in as soon as you can. It gives you something to look forward to, and it allows your colleagues and managers to make the plans they need to also take their own leave and cover your absence. I know system pressures may lead you to feel unable to take leave during the coming months as it may be difficult managing current service demands. This emphasises the need to plan annual leave now to support your wellbeing by getting rest and recuperation. You are the most important asset we have, and it is really important you get the breaks you need.

“Planning out your leave ensures your personal wellbeing, and it also contributes to the financial stability of NHS Grampian. Leave accrued, but not taken, costs us money, running into many millions of pounds. Our current financial position means we cannot afford to keep carrying this cost.”

The HR Hub can be contacted on (01224) 552888 or gram.hr@nhs.scot if there are any queries on the application of the above.

Royal Mail industrial action Planned strikes at Royal Mail this week and next not now going ahead. However, further dates have been announced for later in November and early December. As ever, on strike days our own mail room teams will collect post as usual, but services must be aware of the potential for delay in collection and distribution by Royal Mail. [Further information is available here.](#)

Non-medical prescribing The newly revised [NMP Policy](#) is now available. Please also see the associated NMP webpages which have also been refreshed - <https://www.nhsgrampian.org/service-hub/medicines-management/policies/non-medical-prescribing/>

Pre-Carers Rights Day event – save the date Carer's Rights Day will take place on Thursday 24 November. In the run up to this event, Carers Positive are holding a session, highlighting some best practice from employers across Scotland in how they value and support staff who are carers. For more [information, and to register, click here](#). If you are an unpaid carer, there's further support available on the [My Healthy Workplace](#) website.

Food Standards Scotland - Healthy Eating Tutorial Food Standards Scotland have relaunched their Healthy Eating Tutorial, developed in collaboration with Public Health Scotland. The tutorial is a helpful tool for those who may have to provide healthy eating messages to others as part of their job. The modules outline what a healthy diet looks like, why it's important, and what advice and support is available to achieve it. There is an optional assessment at the end of the tutorial, which carries a maximum of 1.5 hours CPD for the Royal Environmental Health Institute of Scotland (REHIS) CPD scheme. You can work through the tutorial at your own pace, and progress can be saved at any point. [For more information and to begin the tutorial, click here.](#)

We Care Wellbeing Wednesday

- **Experiences of Menstrual Health and Menopause at Work: A National Survey** The University of Glasgow, in collaboration with the Scottish Government and the Health and Social Care Alliance Scotland, is conducting a survey on NHS Scotland staff experience of menstrual health and menopause at work. The survey takes around 20 minutes to complete, and participation is completely voluntary and confidential. You can choose to answer questions on your experience of menstrual health **or** menopause at work. The survey will run until 15 November. To complete the survey [please click here](#). Details about the survey, your privacy and consent, and how we will use your data and results can be found by [clicking here](#).

Tune of the day It's Día de los Muertos (Day of the Dead), a holiday traditionally celebrated on 1 & 2 November. Despite the title, it is not a solemn event, but rather a joyful opportunity to remember those no longer with us. It forms a central part of the Disney film Coco, so from that film [Remember Me](#) is our tune of the day (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