

Core brief

Wednesday, 09 March 2016

Introduction

This issue of Core Brief provides information on National No Smoking Day and changes to the way you are paid during periods of annual leave.

National No Smoking Day

Dr Emilia Crighton, Interim Director of Public Health said: “Smoking is the most preventable cause of ill health and premature death in Scotland with around a quarter of all deaths attributable to smoking.

“Addressing smoking among people with mental health issues in NHSGGC means improving health, reducing inequalities and saving lives.

“Our staff deserve tremendous credit for all the work they’ve put in to getting service users ready for our smokefree policy being introduced on No Smoking Day.

“People with mental health issues are as motivated to quit as the general population, however they are dying prematurely because of a smoking intervention gap which this new policy is designed put an end to.

“I’m very grateful to staff for the amount of planning that has gone into ensuring patients are fully informed through initiatives such as information sessions and peer-to-peer support amongst service users.

“I absolutely welcome all the work to make our mental health units smokefree units and to support people to move away from tobacco.” [Click here to read the full press release.](#)

Changes to the way you are paid during periods of annual leave

At the moment what you are paid during periods of annual leave is determined by the shifts that your manager records for you on the Scottish Standard Time System, or SSTS as it is more commonly known.

A number of recent issues have highlighted that it can be a challenge for managers to predict what shifts someone would have worked, particularly in areas with variable rotas or self rostering.

For this reason it was agreed through the Area Partnership Forum to apply a rolling 12 month reference period to calculate what you are due to be paid during your periods of annual leave, and SSTS has been developed to carry out this calculation when your manager records you as being on annual leave.

A phased implementation of this calculation has been taking place across the Health Board since 1st April 2015

The last phase of this means that from 1st March 2016 all employees will have their holiday pay calculated using the agreed reference period.

The reference period means that the system will now look back at the number of hours you have worked over the last 12 months and the number of hours annual leave you are absent for, in order to then calculate the average hours that you due for payments covered by Section 2 of the Agenda for Change handbook and circular PCS(AFC)2012/4:

- Unsocial hours
- Availability payment and hours worked
- On call and call outs

The above list is in line with circular PCS(AFC)2008/12 "Changes to the way in Which Staff are Paid During Periods of Annual Leave".

This change means that you will receive the appropriate payment for every period of leave you take.

If you transfer to a different ward or department, the reference period will still be based over the last 12 months, meaning that you will still receive payment during annual leave for hours worked in your former location.

If you have been employed by the Board for less than 12 months, then the reference period will be based from your start date.

Further guidance for managers is currently being issued by the SSTS Team, and a copy of this guidance along with some worked examples can be found on their StaffNet page:

<http://www.staffnet.ggc.scot.nhs.uk/Applications/SSTS/Pages/default.aspx>

Are your contact details up-to-date? [Click here](#) to check