

# Core brief

**Daily update**  
**(27 January 2022, 2.30pm)**

Topics in this Core Brief:

- Medicines Safety Month
- Important Message which requires action by all staff using Microsoft Teams
- Don't Wait campaign
- The RCN Nursing Awards 2022 are open!

## Medicines Safety Month

Medicines Safety Month is a multidisciplinary teaching programme that consists of talks by pharmacists, junior doctors, ANPs, and consultants to educate on the importance of medicines reconciliation, which will take place every Wednesday throughout February.

This is a trainee and multidisciplinary-led initiative to improve the completion of electronic medicines reconciliation on the ground floor in the Queen Elizabeth University Hospital.

The talks are given virtually, pre-recorded so they will be accessible to be watched in your own time. We encourage viewers to be mindful of social distancing and adhere to workplace policies.

The virtual pre-recorded sessions will be on the following themes:

- 2 February 2022 - Medicines Reconciliation, Why is it important?
- 9 February 2022 - Diabetes and Insulin
- 16 February 2022 - Acute Coronary Syndrome and Anticoagulation
- 23 February 2022 - Electronic Prescribing and Medicines in the Acute Setting

A weekly quiz will be taking place with prizes for the winners and for the receiving pod with the highest completion % of med rec during Medicines Safety Month.

You can access the interactive sessions here: <https://scottish.sharepoint.com/sites/E-MedRecQEUH>

**MEDICINES SAFETY MONTH 4.0**  
QUEEN ELIZABETH UNIVERSITY HOSPITAL

**BRITISH PHARMACOLOGICAL SOCIETY**  
WILL BE AVAILABLE AS PRERECORDED SESSIONS AFTER THE SHOW.

**5 Moments for Medication Safety**  
Starting, Taking, Adding, Reviewing, Stopping

Virtual Programme 1pm to 2pm Wednesday Starting 2<sup>nd</sup> of February 2022

**2 Feb**  
Medicines Reconciliation, Why is it Important?  
• Med Rec Case of the Week  
• Medicines Reconciliation  
• Why med rec is important- impact on patient safety  
• Antibiotic Stewardship  
• How to do E-Med Rec?

**9 Feb**  
Diabetes and Insulin  
• Med Rec Case of the Week  
• Key Diabetes Cases  
• Drug errors and insulin prescribing  
• Insulin Cases and Top 6 Tips

**16 Feb**  
ACS & Anticoagulation  
• Med Rec Case of the Week  
• GGC ACS guideline  
• ACS- Anticoagulants and Antiplatelets  
• Drugs which prolong QTc

**23 Feb**  
Medicines in the Acute Setting  
• Med Rec Case of the Week  
• HEPMA  
• Polypharmacy and medication review  
• Medicine Updates  
• South Safer Use of Medicines Group

Attend all 4 sessions and complete quiz questions to be in the running to win a prize!

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## Important Message which requires action by all staff using Microsoft Teams

From 1 March 2022 a deletion policy will be applied to all messages currently stored in Microsoft Teams Chat. The policy will apply to any chat messages created a year or more before March 2022, which will be deleted.

Going forward from March 2022 any messages created or stored in Teams Chat will be deleted on the first anniversary of their creation. The policy is being applied nationally in line with the agreed records retention policy and will help improve the management of storage space on the M365 network.

During the Covid pandemic Teams chat was used for frequent communications across the Board and as a result chat messages may contain information that would be important to the future Covid Inquiry. On that basis staff using Teams chat are asked to review their chat messages by 28 February and extract any key business, Covid related or other information that needs to be retained in line with normal retention periods.

Full details of the policy and guidance on how to save any required information can be found here [Deletion-of-Team-Chat-messages](#) . Guidance on appropriate use of Teams was issued previously and can be found here [CoreBrief-25March2021](#). If you have any questions or concerns about this policy or information to be retained please contact the Information Governance team at: [data.protection@ggc.scot.nhs.uk](mailto:data.protection@ggc.scot.nhs.uk)

## Don't Wait campaign

Last week it was announced that despite the pandemic, the Quit Your Way stop smoking services in NHSGGC were the best performing in all Scottish Health Boards in quarter one of 2021/22.

Following on from the fantastic news, NHS Greater Glasgow and Clyde has partnered with NHS Lanarkshire and NHS Lothian to re-launch the 'Don't Wait' campaign.

The campaign features NHS respiratory consultant, [Dr Colin Church](#), emphasising that it's never too late to see the benefits that come from quitting smoking and provides information on how to access support to stop.



You can find out more information about this campaign by following Quit Your Way NHSGGC on [Facebook](#) and [Twitter](#). If you can, please share our posts on social media to raise awareness of the campaign and support available.

Quit Your Way is a free NHS stop smoking service available to everyone who wants to stop smoking. To find out more about the stop smoking services and to access support to quit, call the NHS GGC Quit Your Way service on 0800 916 8858 (Mon-Fri, 9am – 5pm) or visit [QuitYourWay.scot](https://www.quityourway.scot.nhs.uk).

## The RCN Nursing Awards 2022 are open!

The RCN Nursing Awards invite nurses, nursing students and nursing support workers to share their innovations and expertise and celebrate their contribution to improving care and outcomes for people of all ages and walks of life.

Entries are open to individuals and teams in 13 categories covering the diversity of nursing.

The awards are about recognising outstanding contributions made to the nursing profession so if you've been impressed by an inspirational nursing initiative, or worked in an inspiring nursing team, share your experience.

Entries close on Friday 25 March. Please visit [www.rcn-nursing-awards.co.uk](http://www.rcn-nursing-awards.co.uk) to enter.

### Lateral Flow Tests - Available to all staff

Speak to your line manager about where to collect your test kit, then:



**Register**  
your kit



**Test**  
daily



**Record**  
your results

**Keep your colleagues and patients safe from COVID-19**

**Help stop the spread!**

Visit: [www.nhsggc.org.uk/lfd-stafftesting](http://www.nhsggc.org.uk/lfd-stafftesting)

Please keep up-to-date with the latest guidance on our dedicated web pages at: [www.nhsggc.org.uk/covid19](http://www.nhsggc.org.uk/covid19). If you have any questions about the current situation please check the FAQs first. If you have any further questions, please email: [HR.Support@ggc.scot.nhs.uk](mailto:HR.Support@ggc.scot.nhs.uk).

\*\*\*Staff are reminded to make sure their [personal contact details are up to date on eESS](#).

**It is important to share Core Brief with colleagues who do not have access to a computer.  
A full archive of printable PDFs are available on [StaffNet](#)**