For ease of access, please print and leave in staff areas for colleagues.

All Speed Reads are available on intranet in Covid Base or on the external site here

ISSUED: 10 APRIL 2020

Staff Helplines

We have 2 helplines for staff:

If you need information about general operational issues such as workforce guidance, testing, PPE or other general queries, and you can't find what you are looking for on the NHS Inform or Health Protection Scotland websites, please call 0131 537 8530 (Ext 88530) and the staff will try to help, alternatively there may be information available on the COVID-19 page on the intranet. Lines are open: Mon-Fri, 8am-6pm.

Here For You -

If you are worried, anxious or stressed and need a listening ear from experienced clinicians please call our staff wellbeing helpline, Here For You. This line can also help you with practical concerns such a financial advice or information on supporting an elderly or vulnerable relative.

Call on: 0131 451 7445 Mon – Fri , 8am-6pm

If you can’t call between 8am and 6pm, please email your contact details to Here4U@nhslothian.scot.nhs.uk.

Important Information

NHS Lothian PPE Guidance

Following the publication of the four country guidance on PPE published 2nd April 2020, our lead nurse for Infection Prevention and Control has finalised the NHS Lothian summary for all staff working across our health and social care environments; this has been endorsed by our staff side representatives.

Prof Alex McMahon, Executive Nurse Director and Dr Tracey Gillies, Executive Medical Director have now issued this guidance, stating "Keeping staff safe and our patients safe is our number one priority. It is important for those staff who have never used PPE before to have some basic training in the use of this equipment.

“We are preparing training sessions and on line materials but please flag any concern to your line manager in the meantime if you have any concerns about the use of this equipment. We will also set up a PPE advice
line for staff and we hope to have this up and running from Tuesday 14th April and there will be further information on this in advance.

If any changes are made to the current guidance we will of course review and amend our local guidance but what we have produced is totally in line with the four country guidance published on the 2nd April”.

The new guidance applies apply additional precautionary control measures over and above standard and transmission based infection control precautions. Please see an explanation of this guidance by Lindsay Guthrie, Lead Infection Control Nurse and Donald Inverarity, Consultant Microbiologist and Lead Infection Control Doctor,

**Recording Face Fit Testing – Changes from 13 April**

From Monday 13 April, there are some changes to the way we record face fit testing for registered and unregistered staff. All areas with registered and unregistered staff should check the process outlined online in Covid-19 Base to add or update any further mask skills for staff. Guidance on how to input the mask skill is available on the [eRostering](#) pages of the intranet.

Please note most existing mask skills will have been uploaded onto HealthRoster, although local areas should ensure all records have been added.

Any queries please contact the eRostering helpdesk on ext 32690 or email eroстерing@nhslothian.scot.nhs.uk or regarding the RPE service email RPE.Service@nhslothian.scot.nhs.uk

In order to further reduce the risk to patients during the COVID-19 pandemic, the Scottish Government have asked that the number of community optometry practices providing face-to-face eye care be limited.

**Emergency Eye Care Treatment Centre**

To support emergency face-to-face eyecare during this period, NHS Lothian has established an Emergency Eye Care Treatment Centre in conjunction with Primary Care colleagues. The venue will be our LOTT centre and is a Lothian wide service.

The service will be run by Independent Prescribing Optometrist supported by our nursing and administration team. In order to access this service, patients must first phone their local optometry practice and be assessed over the phone. If a face-to-face appointment is necessary, then an appointment will be arranged.

This will open on Tuesday 15th April and will be open Monday to Friday 10am to 4pm.

**A&E colleagues** – should patients advise they are unable to access their community Optom please continue referral to our ARC department during working hours or on call team as per current practise.
**Messages of Thanks on Twitter**

Keep your eyes out messages of thanks on our twitter feed. Athlete Dame Kelly Holmes has shared a message with NHS Lothian workers thanking all for the ongoing time, work and care and Hibs Football Team are also out there cheering us on. Who knows who’ll be next…

**Lothian Buses Timetable Changes**

Lothian plan some further changes to their City routes from Sunday 12\textsuperscript{th} April. The headlines are noted below:

The main changes which will hopefully be of benefit to NHS staff are as follows:

- **Service 4** is introduced from Bingham to the City Centre where it will then change to Service 19 and extend to Granton (through fares available). This will give new direct links from the east of the City to the Western General Hospital.
- **Service 5** will operate later in to the evening for staff at the Sick Kids hospital
- **Service 16** will have an additional evening journey from Morningside to Leith/Muirhouse after 8pm to assist staff at the Royal Edinburgh Hospital
- **Service 19** is introduced between Granton and the City Centre which will give direct links from this part of the City to the Western General Hospital, as well as improving the number of buses available between the City Centre and the Western General Hospital.
- **Service 21** will be doubled in frequency during the day on Mondays to Saturdays, with one bus per hour extending to Sighthill/Wester Hailes. Early morning journeys will now commence from Broomhouse towards the RIE. This enhancement will give improved links to Crewe Toll for the Western General Hospital and to the RIE.
- **Service 34** will be re-routed to serve the Heriot Watt Research Park for NHS staff working in this area.
- **Service 35** is introduced between Sighthill and Ocean Terminal to give more direct links to Chalmers Hospital and the Eye Pavilion at Lauriston Place.
- **Service 37** will have an enhanced early morning timetable (Mon-Sat) from Penicuik and these journeys will better connect with Service 7 at Kaimes Crossroads for NHS staff travelling to the RIE. A later evening journey from the Western General to Penicuik is also introduced.
- **Service 38** will have an additional journey introduced on Monday to Saturday mornings from West Granton to the RIE to provide additional capacity.
- **Service 49** will have a revised morning timetable to improve connections to the RIE from the Leith area on Mondays to Saturdays.

*Services 4, 19, 35 will operate Monday to Saturday only – no Sunday service.*

Please note that due to very low numbers of customers, Service 41 will no longer be serving Marchmont for the Sick Kids Hospital. Service 24 will continue to serve this area of the City. Further information is contained within the attached document or on their website below (from Saturday 11\textsuperscript{th} April)

https://www.lothianbuses.com/timetables

**First bus**

First bus have no plans to make any new adjustments to timetable in the current week. Further detail on services and the ability to feedback directly to the operator is available on their website below

If you have content that you would like to be included within the Speed Read, please send it to lothian.communications@nhs.net by 3.30pm. Content received after this time, will go in the following day’s Speed Read. Thank you.

**Staff Health**

**Self-Management Guides and well-being support - Reminder**

- NHS Lothian, in collaboration with NES, has created a series of self-management guides to support colleagues as we respond to COVID-19. These are available on the [intranet](http://intranet) and [internet](http://internet) within the COVID-19 Hubs.
- Check out these [simple prompts](#) to help you and your team end your shift well so you can let go of stress and make the most of your downtime. You can find a whole range of wellbeing materials in the COVID-19 Hubs on both the [intranet](http://intranet) and [internet](http://internet).

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**A Reminder**

**This Section contains important information previously issued which is unchanged**

**Covid-19 NHS Lothian Essential Staff Accommodation**

**Eligibility**

NHS staff may apply for accommodation to be provided *where their skills are clinically essential* and where any of the following circumstances require it:

- Where staff are unable to stay in their own homes due to increased travelling distance or reduced public transport
- Where staff are unable to stay in their own homes due to living with Covid-19 high risk individual(s)
- Where staff are unable to stay in their own homes due to living with an individual(s) with suspected or confirmed Covid-19

**Process for Applying for Accommodation**

Members of staff requiring accommodation should follow the process below:

- **During Office Hours** (9am – 5pm), contact the NHS Lothian Travel team: travel@nhslothian.scot.nhs.uk, along with a completed authorisation TA01 form, signed by a line manager. The authorisation form can be accessed on the travel team intranet page: Travel Team.
- **Out of Hours** (outside 9am – 5pm) contact 0141 223 1904. Staff should quote “front line NHS staff emergency accommodation” and provide their name, ward, hospital, and work telephone number. Staff should complete an authorisation TA01 form in retrospect, signed by a line manager, and send this to travel@nhslothian.scot.nhs.uk. The authorisation form can be accessed on the travel team intranet page: Travel Team.
Self-Isolation and Testing

Please remember that you and those you live with MUST STAY AT HOME if one of you has symptoms of fever and/or a new persistent cough, until the person with symptoms is tested and has received their (negative) result. You should only leave home to attend the testing centre by appointment. This is in line with national guidance on household isolation which can be found on the NHS Inform website: Coronavirus (Covid-19) : Guidance for Households with possible coronavirus infection.

COVID-19 Training

A range of COVID-19 training resources are available online. These can be accessed via the intranet, internet, and via your own LearnPro (search for ‘Covid-19’). In addition the NES Turas resources for COVID-19 are also available.

Internet: https://staff.nhslothian.scot/COVID-19/Training/Pages/default.aspx

Validated Statistics as at 1400 9 April – No update today (10 April)

A total of 26,226 people in Scotland have been tested. Of these:

- 21,661 tests were confirmed negative, 4,565 tests were positive
- 193 patients who tested positive were in intensive care last night
- 366 patients who tested positive have died

Important Reminders

Please refer to these website for the latest guidance and information:

Health Protection Scotland Covid-19
This includes guidance documents for clinicians, advice for staff in other settings, etc
https://www.hps.scot.nhs.uk/a-to-z-of-topics/wuhan-novel-coronavirus/#news

World Health Organisation Covid-19
https://www.who.int/emergencies/diseases/novel-coronavirus-2019

UK Government Covid-19 Action Plan

Scottish Government: Coronavirus in Scotland

If you have any communication related questions please email: lothian.communications@nhs.net