Staff Helplines
We have 4 helplines available for staff. You can find this information towards the bottom of today’s Speed Read.

ISSUED: 13 MAY 2020

Important Information

National Wellbeing Hub launched for the health and social care workforce

The Scottish Government has announced the launch of a new National Wellbeing Hub for health and social care workers. Developed by PRoMIS, a collaborative project between NHS Lothian’s River Centre and NHS Greater Glasgow and Clyde’s Anchor Service, it will act as a ‘front door’ to the wide range of support and wellbeing resources available in Scotland.

The Hub has been developed on the principles of Psychological First Aid and includes a range of content, such as information which address the specific challenges health and social care staff are facing during COVID-19, information about the factors which affect emotional and psychological wellbeing, help for people to recognise their own “warning signs” and self-care resources for staff and their colleagues, along with advice on how self-care can be implemented in the current circumstances (including video / audio clips).

The Hub can be accessed at: www.promis.scot

NHS Lothian in the spotlight

Our services, and how they have responded to the COVID-19 pandemic, have recently featured within the media. The Medicine of the Elderly Team at the Western General Hospital featured on BBC Reporting Scotland on Thursday 7 May. In case you missed it, a clip is available on the intranet, within the ‘News’ section and on the and on NHS Lothian Internet News page.

Cancer Services also featured on BBC Reporting Scotland on Tuesday 12 May. The clip is still available on BBC iPlayer and we also hope to also make this available on the intranet soon.

The ICU team, as well as the team at Ward 207 at the RIU took part in a photo essay piece for the Times.
This was published today and is available online. (Please note, this does sit behind a paywall)

Staff are reminded that they should not agree to any TV, radio, print or web-based interviews with journalists without first consulting the NHS Lothian Communications Team. The Communications Team will be able to advise you on the processes which have to be followed, including the permissions that you will be required to get prior to any interview proceeding. This would also apply to requests for case studies, photographs, videos, diary pieces, blogs etc.

If requests are approved, the Communications Team will be able to provide you with guidance and support.

Staff are asked to contact the team by emailing lothian.media@nhs.net or if urgent and out of hours to call 07770 396 958.

If you have information that you would like to be considered for the Speed Read please send it to lothian.communications@nhs.net by 3.30pm each day.

Please ensure that your service is content with information before sending.

Staff Health

Cycling to Work

For those interested in cycling to work, NHS Lothian runs a cycle to work scheme. Staff can save on a bike package of up to £4K and spread the cost over 12, 18 or 24 months. For more details on the scheme visit http://intranet.lothian.scot.nhs.uk/StaffRoom/StaffBenefits/Cycle-2-Work%20Scheme/Pages/default.aspx. For any queries contact financial.accounts@nhslothian.scot.nhs.uk.

The Charity Sustrans has also created an interactive map to help key workers find bike offers and services in their area. The map includes cycle offers and discounts available to all key workers across the UK and all the bike shops that are staying open during the pandemic. https://www.sustrans.org.uk/campaigns/cycles-for-key-workers/

St John’s Hospital Staff Wellbeing Programme

(Building Resilience with Mindful Meditation and Calming Techniques)

Twenty minute taster sessions on building resilience with mindful meditation and calming techniques for staff will be taking place in the Wellbeing Hubs at the hospital on Thursday 14 May, 10am and 3.30pm.

If you would like to join a group (sitting with social distancing in place) practising mindful meditation and other calming strategies with a compassionate stance, please contact: melissa.albany@nhslothian.scot.nhs.uk or Brenda.Kane@nhslothian.scot.nhs.uk

Self-Management Guides and Wellbeing 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 and 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
Online Tools to Help During Covid-19 – Reminder

Staff health and wellbeing is critical at all times, but we recognise the extraordinary challenges being placed upon staff in this difficult time.

A range of excellent wellbeing online tools have been made available to NHS Staff during Covid-19, free of charge, details of these resources can be found at: http://intranet.lothian.scot.nhs.uk/COVID-19/StaffWellbeing/Documents/Online%20Tools%20to%20Help%20During%20Covid-19.pdf

A Reminder

This Section contains important information previously issued which is unchanged –

Withdrawal of Tiger eye protective goggles and frames

National Services Scotland have issued a notice regarding the withdrawal of all supplies of Tiger goggles and frames following recent safety tests undertaken by the British Standards Institute that have shown the product does not meet the current requirements for splash protection. These should no longer be used in any setting.

Full-face visors have been supplied to all areas that require them to ensure that staff have access to appropriate eye and face protection with the following recommendations:

- Visors can be worn for sessional use
- General practice and community settings – visors should be single use only
- Hospital settings – where reusable visors have been supplied these can be reused after following the decontamination process outlined in the approved standard operating procedure. Single use visors should be disposed after each sessional use.

Occupational Health – Process for Management Referrals

Whilst responding to the COVID-19 priorities, Occupational Health were required to suspend the handling of management referrals. It is now possible to begin to gradually reintroduce core business. If Managers do have a case they wish to refer, they are advised to discuss it in the first instance with HR Enquiries or the Employment Relations Practitioner supporting the case. The Practitioner will then confirm to the manager whether the case meets the current criteria for progression to referral. Please be aware that the only referrals that will be progressed will be those that come via this route with no direct referrals being accepted via Cohort at this time.

Referrals for musculoskeletal problems continue to be picked up by the Occupational Health Physiotherapy Service. Please use the self-referral pathway detailed on the Intranet.

Supporting people with a learning disability and people with autism

A new guidance document has been created for assessing and treating patients with a learning disability or with autism who are COVID positive, or suspected of being COVID positive. This document can be found on the Patient Management page of COVID-19 Base on the intranet.

Oxygen management during COVID-19 and beyond
Oxygen should always be prescribed, titrated and weaned appropriately. For up to date guidance go to Patient Management. NOTE: The new oxygen target ranges do not match the national guidelines. Prescribe oxygen targets on the main drug and administration chart. Circling 4 times a day will prompt oxygen saturation checks at drug rounds. Document new ranges in the SPECIAL INSTRUCTIONS box so that the NEWS score can be adjusted accordingly.

Please CONSERVE Oxygen, when not in use - turn off supply and unplug 02 flow-valves asap. This can save 15-20% of all piped oxygen.

Please do not hoard portable oxygen cylinders this puts staff and patients at risk. Estates, pharmacy and BOC are working together to ensure increased frequency of orders and runs to clinical area.

**Refresher training**

The Clinical Education Team has set up a range of specific upskill and refresher training to support clinical services.

These sessions are open to all clinical staff - nurses, midwives, AHPs, medics and support staff. The focus is PPE, Infection Prevention & Control, Deteriorating Patient and Respiratory/Airway Management. This is an online resource. Click here for information on these sessions.

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**Staff Helplines**

**We have 4 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, 9am-5pm.

**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 as 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.

**Staff Listening Service**

The Staff Listening Service is currently a phone-based listening service for all NHS Lothian staff. No appointment is necessary. It offers a place to explore your thoughts and feelings in a non-judgemental and safe environment. Whatever concerns you, the Staff Listening Service is there to offer confidential support from a member of the Spiritual Care team, and to signpost you to specialist services if appropriate.

To call for immediate support between **9am-9pm, 7 days a week: Phone: 07888 998084**

The service is available for staff across NHS Lothian. Calls normally last up to 30 minutes, and you are welcome to call on more than one occasion.

**Speak Up**
The Speak UP service has currently moved to a call back service, but we are still open for business! If you have a concern you wish to discuss please email the confidential mailbox speakup@nhslothian.scot.nhs.uk and we will ensure that you have the opportunity to share your concerns with an Advocate or Ambassador in confidence and we will discuss with you how you can address these.

There is no waiting list, or need to make an appointment and our Speak Up team are happy to talk to you; whatever the concern.

**Validated Statistics as at 1400**

A total of 77,750 people in Scotland have been tested through NHS labs to date. Of these:

- 63,821 were confirmed negative
- 13,929 were positive
- 1,973 patients who tested positive have sadly died.

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**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**  

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