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
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 staff testing - update

- The drive through staff testing service is run 7 days a week for both requests and tests.
- It is for staff across all of NHS Lothian.
- Over the last two weeks, we have already carried out 1,000 tests.
- We are actively exploring options to expand this service to other sites.
Key staff members should contact their line manager as soon as they develop symptoms so that testing can be considered. This is particularly relevant for the long holiday weekend approaching.

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 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 COVID-19 Hubs on both the intranet and internet.

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.

COVID-19 Training

A new Covid-19 Critical Care online training resource has been made available on 6th April 2020 – this has been developed by the University of Edinburgh and Royal College of Physicians Edinburgh and can be accessed via the intranet and internet. More than 900 staff have already completed the NHS Lothian Respiratory Care and Assessment - Covid 19 Learn Pro Module. This can be accessed directly from your own LearnPro account by searching for ‘Covid-19’. The NES Turas resources for Covid-19 are also available.

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

There have been a number of requests for COVID specific Trak changes - these changes are detailed here [http://intranet.lothian.scot.nhs.uk/Directory/eHealth/COVID.HTML/Pages/default.aspx](http://intranet.lothian.scot.nhs.uk/Directory/eHealth/COVID.HTML/Pages/default.aspx)

**Hospital Anticipatory/Ceiling of Care Plan (during COVID 19 emergency)**

A Hospital Anticipatory /Ceiling of Care Plan has been developed on TrakCare. Paper forms are still available – however if possible you are encouraged to complete this form on TrakCare in order to have as full an electronic patient record as possible.

If there is anything within this document you’d like to hear more about or are interested in adopting in your areas please contact: Katie.baird@nhslothian.scot.nhs.uk.

---

### Validated Statistics as at 1400

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

- **World Health Organisation Covid-19**

- **UK Government Covid-19 Action Plan**

- **Scottish Government: Coronavirus in Scotland**

---

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