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: 9 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
PPE – Use of Alpha Solway 3030V FFP3 Masks

The National Distribution Centre have commenced distributing almost 100,000 additional Alpha Solway FFP3 masks across all Health Boards, which will make a positive impact on availability in Lothian where many staff have already been face fit tested to this mask.

These masks are from the national pandemic stock and originally had a use-by date that has passed. They have now successfully been re-validated following stringent laboratory tests. National Services Scotland (NSS) has worked in partnership with manufacturers, suppliers, regulators and national government to ensure these masks are safe and rigorously QA tested. They remain absolutely fit for purpose. They have been approved for use by the Health and Safety Executive, Health Protection Scotland, Scottish Government and the Academy of Medical Royal Colleges.
Staff should refer to the NSS Guidance document on visual inspection prior to use. This is available in the Infection Control section on the COVID-19 intranet hub.

GP practices and pharmacies open for Easter

GPs and community pharmacies will remain open on Good Friday and Easter Monday to help relieve pressure on out-of-hours services this weekend.

Patients with coronavirus (COVID-19) symptoms are asked to check NHS Inform first for advice or dial NHS 24 on 111, day or night, if their symptoms worsen or do not improve after seven days.

Details of community pharmacy opening times are available at online - https://services.nhslothian.scot/Pharmacies/Documents/PharmacyHolidayHoursEaster2020.pdf

Deployment of Student Nurses

We are delighted to welcome Band 4 non-supernumerary student nurses and midwives to our clinical teams from Tuesday 14th April 2020. These colleagues will soon be followed in practice by second-year Band 3 non-supernumerary students, including student nurses and midwives from other Scottish universities. The students, whilst providing a valuable and essential contribution to our workforce, will remain focused on achieving their learning outcomes and progressing to registration. Helpful information to enable you to welcome the students within your team and support them with their learning can be found on intranet and internet (COVID-19 Student Nurses & Midwives – Information for Staff).

Please also contact your local PEF/CHEF if you have any questions or need any additional support.

Intranet page: http://intranet.lothian.scot.nhs.uk/Directory/NursingMidwifery/COVID19/Pages/Students---Information-for-Staff.aspx
Internet page: https://staff.nhslothian.scot/COVID-19/Pages/Student-Nurses-and-Midwives---Information-for-Staff.aspx

IT Security

It is expected that we will see a rise in spam, malware/phishing emails coming through as cyber criminals look to exploit the current COVID-19 outbreak. Please remain vigilant, ensuring you do not click on links or open attachments unless it is expected and from a trusted source. You should call IT Security on 0131 536 5050 (option 3) or email Lothian.ITSec@nhs.net if you receive anything suspicious.

The following websites offer good resources to help keep you safe when you using the computer or accessing the Internet, feel free to share with friends and family:
https://www.getsafeonline.org_
https://www.getsafeonline.org/protecting-your-computer/spam-and-scam-email/
https://www.ncsc.gov.uk/

IT Equipment

Staff are reminded that IT equipment should not be removed from NHS Lothian premises without appropriate authorisation and approval from Digital and IT. In particular desktop PC’s are not to be taken out of NHS premises, they are not suitable or configured for this use and could cause a security risk.

‘Preparation for Critical Care’ Webinars

NHS Lothian and the Medical Education Directorate (MED) are hosting a number of "Preparation for Critical Care" webinars to allow staff to learn, interact and ask questions in a supportive environment. These webinars aim to familiarise staff with the critical care environment, equipment, systems
and processes, and to equip them with the skills to be able to troubleshoot common issues and emergencies within critical care.

These webinars are free to attend and are hosted virtually on the Zoom meeting platform. There are a number of sessions, running over the next two weeks, starting on Tuesday 14th April. The meeting password for attendance is "critcare"

More information is available via the Training section on the COVID-19 intranet hub.

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.

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

A total of 27,518 people in Scotland have been tested. Of these:
- 22,561 tests were confirmed negative, 4,957 tests were positive
- 447 patients who tested positive have sadly died

Management information reported by NHS Boards shows:
- 212 patients were in intensive care last night, with 200 of those having tested positive.
- There were 1,781 people in Scottish hospitals with either confirmed or suspected COVID-19 (including those in intensive care).

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