

# Core brief

Friday, 31 May 2019

## Introduction

This issue brings you news about Brexit staff information events and decommissioning a user account.

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## Staff Brexit communications

### Staff information events

We have organised Staff Brexit sessions in liaison with the EU Support Unit to provide support and guidance for EU and EEA Nationals who are working across and providing services to NHS Greater Glasgow and Clyde.

The sessions, which we are repeating across various sites and dates, will be held on:

2 Oct 9.30am – 11.00am	Seminar Rooms 1&2, New Lister Building, Glasgow Royal Infirmary	<a href="https://link.webpolsurveys.com/EP/3A267C23EEB92724">https://link.webpolsurveys.com/EP/3A267C23EEB92724</a>
8 Oct 9.30am – 11.00am	Medical Education Theatre, Level 4, Royal Alexandra Hospital	<a href="https://link.webpolsurveys.com/EP/25EA4F1E391A4E23">https://link.webpolsurveys.com/EP/25EA4F1E391A4E23</a>
11 Oct 9.30am – 11.00am	Lecture Theatre, Teaching and Learning Centre, Queen Elizabeth University Hospital	<a href="https://link.webpolsurveys.com/EP/4783C95A10C518E3">https://link.webpolsurveys.com/EP/4783C95A10C518E3</a>

If you would like to come along to one of the sessions, please arrange to book a place through the links above.

We would ask that if you are due on shift that you make arrangements with your Line Manager in order to ensure appropriate cover.

### Are you travelling abroad after Brexit?

The Government has produced some new guidance on what you need to do now to prepare for the UK leaving the EU on 31 October. There is information for UK residents travelling to Europe after Brexit as well as information for UK nationals living in the EU and EU citizens living in the UK. We have summarised some of the key points on travelling to the EU after Brexit which are available on, [www.nhsggc.org.uk/brexitinfo](http://www.nhsggc.org.uk/brexitinfo) or visit, <https://www.gov.uk/brexit> to read the full detail.

If you have any general queries, you can email us at: [NHSGGC.Brexit@ggc.scot.nhs.uk](mailto:NHSGGC.Brexit@ggc.scot.nhs.uk) or you can find a series of links to wider websites, frequently asked questions and support through our Brexit web portal, [www.nhsggc.org.uk/brexitinfo](http://www.nhsggc.org.uk/brexitinfo)

### **For the attention and action of all managers**

Recent regulatory changes around Data Protection and Network Information Systems bring increased focus to ensuring that access to NHSGGC systems is managed tightly across the organisation.

As outlined in the Information Security Acceptable Use Policy access to our systems is dependent on user credentials, user ID and password(s). To maintain the integrity of both of these, the IT system and its underlying databases, particularly patient records, each member of staff needs to manage their credentials and **not** share their password.

More importantly it is the responsibility of Line Managers to update eHealth via My Account or email to [User.Provisioning@ggc.scot.nhs.uk](mailto:User.Provisioning@ggc.scot.nhs.uk) when a member of staff:

- a. Joins NHSGGC
- b. Terminates their employment

Not notifying eHealth that a member of staff has terminated their employment is non compliant with Board policy and subject to disciplinary action.

You can terminate an account simply by using the Decommission Option within MyAccount, click: <http://spapps.staffnet.ggc.scot.nhs.uk/MyAccount/layouts/MyAccount/Decommission.aspx>

As well as the account being ceased then any equipment, particularly mobile equipment that is personally assigned, should be returned to IT Asset Management or new user update provided.

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**Are your contact details up-to-date? [Click here](#) to check**