



SCOTTISH EXECUTIVE

Health Department



Weekly Bulletin

9 – 16 November 2001

Issue 7 - 19/11/2001

The Health Department Weekly Bulletin is a digest of publications issued by the Department during the previous week. It is sent to Chief Executives of NHS Boards and NHS Trusts, and their public relations/corporate communications staff. It is their responsibility to cascade the Bulletin to appropriate staff within their organisations. The Bulletin is also copied to the Scottish Partnership Forum and Directors of Social Work for information.

The Bulletin will be E-Mailed weekly from the SEHD Corporate Communications Unit on a Monday morning and placed on the NHSNet (staff only) within SHOW at <http://www.show.scot.nhs.uk/sehd>.

This is part of a planned programme of improvements in the way SEHD communicates with NHSScotland and its partner organisations. It means some changes to the official communications SEHD sends out and also to the way in which they are sent.

The number of circulars (HDL's, PCA's and other letters) will over time be greatly reduced and used mainly for urgent and high priority messages. These will be published on the SEHD site in SHOW and the NHS executive director responsible for acting on these will be sent a hard copy on the day of publication.

Each bulletin will carry its own reference number for ease of reference to back copies. HDLs and other coded documents will continue to have this numbering, but it is hoped in time to transfer all official communications to one new unique numbering system.

If you have any problems or would like to comment on this approach please let us know. You may write to the Editor, HD Weekly Bulletin, Corporate Development, Scottish Executive Health Department, Room 1E 05, St Andrew's House, Regent Road, Edinburgh EH1 3DG. Telephone on 0131 244 2836 or fax on 0131 244 4015. E Mail to janice.macphail@scotland.gsi.gov.uk

Item Number	Date of Issue	Subject	Policy	Detail/Action
1	26/10/2001	<p>NHS Circular: PCS(DD)2001/11</p> <p>Consultants' Distinction Awards: A Guide to the Scheme in Scotland</p> <p>- click to view covering letter, to view guide</p>		<p>For Action: Chief Executives of NHS Trusts and Boards: General Manager, CSA: Executive Director SCPMDE: Postgraduate Medical Deans: Deans of Dental School: Deans of Faculties of Medicines.</p> <p>For Information: Chief Executive HEBS: General Manager, State Hospital.</p> <p>SEHD Contact: Linda Middleton Email: Linda.Middleton@scotland.gsi.gov.uk</p>
2	29/10/2001	<p>NHS Endowment Funds: Report of the Scottish Charity Law Review Commission</p> <p>- click here to view</p>		<p>For Action: Directors of Finance, NHS Boards, Trusts and Special Health Boards</p> <p>SEHD Contact: Janice MacPhail Email: janice.macphail2@scotland.gsi.gov.uk</p>

3	1/11/2001	<p>Occupational Health and Safety Strategy Implementation Group, funding for initiatives to reduce:</p> <p>(1) Incidents of Violence and Aggression (2) Needlestick Injuries</p> <p>- click here to view</p>	Human Resources/ Health and Safety	<p>For Action: NHS Board and Trust Chief Executives: Directors of HR: Directors of Occupational Health.</p> <p>For Information: Scottish Partnership Forum.</p> <p>SEHD Contact: Bill Welsh Email: Bill.welsh@scotland.gsi.gov.uk</p>
4	5/11/2001	<p>NHS PCS General Circular PCS(GC)2001/1</p> <p>2002 Spring Bank Holiday and Special Golden Jubilee Bank Holiday</p> <p>- click here to view</p>	HR Issues	<p>For Action: Chief Executives, NHS Boards, Trusts and Special Health Boards: General Manager, CSA: General Manager, State Hospital:</p> <p>For Information: General Manager, HEBS: Members Scottish Partnership Forum.</p> <p>SEHD Contact: Miss B Burnett Email: Brenda.burnett@scotland.gsi.gov.uk</p>

5	8/11/2001	<p>PIN Guideline Workshop The PIN Board is hosting a series of workshops to consult with the service on the latest draft PIN Guidelines. Covering Letter - click here Booking Form - Edinburgh /Glasgow - click here Booking Form - Aberdeen - click here</p>	HR Issue	<p>For Action: Directors of Human Resources of NHS Boards, Trusts, and Special Health Boards: Trade Union Full Time Officials: Professional Organisations.</p> <p>SEHD Contact: Garrick Wagner Email: Garrick.wagner@scotland.gsi.gov.uk</p>
6	9/11/2001	<p>SEHD/CMO(2001)16 Current Pre-school Acellular Pertussis Booster. Joint CMO/CNO/CPO Letter - click here to view</p>		<p>For Action: NHS Boards and Trusts Chief Executives: Trust Chief Pharmacists: Medical Directors of NHS Trusts: Directors of Nursing Services, NHS Trusts: DsPH/CAMOs: Scottish Specialists in Pharmaceutical Public Health: Directors of Nursing, NHS Boards: Immunisation Co-ordinators: General Practitioners: Practice Nurses: Health Visitors: Community Pharmacists: All Pharmacists.</p> <p>For Information: Director, SCIEH</p> <p>SEHD Contact: Dr E Stewart Email: dr.elizabeth.stewart@scotland.gsi.gov.uk</p>

7	12/11/2001	PIN Guideline Consultation Covering Letter - click here * Induction Training - click here * Redeployment & Secondment - click here	HR Issue	<p>For Consultation: Chief Executives, Chairmen and Directors of Human Resources of NHS Boards, Trusts, and Special Health Boards: Trade Union Full Time Officials: Professional Organisations Full Time Officials, NHS in Scotland: Scottish Partnership Forum Members</p> <p>SEHD Contact: Garrick Wagner Email: Garrick.wagner@scotland.gsi.gov.uk</p>
8	12/11/2001	Guidance on Preparation of Local Health Plans click to view covering letter , to view guidance		<p>For Action: NHS Board Chairmen: NHS Board Chief Executives: NHS Trust Chief Executives: Local Authority Chief Executives</p> <p>SEHD Contact: Mr Dick Manson Email: dick.manson@scotland.gsi.gov.uk</p>
9	13/11/2001	Post Natal Depression Current Practice Summary (October 2001) click to view covering letter , to view summary		<p>For Information: Chief Executives, NHS Boards and Primary Care Trusts: Directors of Social Work Mental Health</p> <p>SEHD Contact: Michele Lorimer Email: Michele.lorimer@scotland.gsi.gov.uk</p>

10	15/11/2001	<p>Staff Survey</p> <ul style="list-style-type: none"> - click to view covering letter - click to view questionnaire - click to view guidance note - click to view outline tender 	HR Issue	<p>For Action: Directors of Human Resources of NHS Boards, Trusts, and Special Health Boards: Scottish Partnership Forum Members</p> <p>SEHD Contact: Garrick Wagner Email: Garrick.wagner@scotland.gsi.gov.uk</p>
11	12/11/2001	<p>A New Special Health Board for Education in NHSScotland. Consultation Deadline for Response: 1 February 2002</p> <p>click to view covering letter, to view consultation</p>		<p>SEHD Contact: Anncri Roberts Email: Anncri.roberts@scotland.gsi.gov.uk</p>