



# Health Directorates Weekly Bulletin

15 - 19 October 2007

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The Health Directorates Weekly Bulletin is a digest of publications issued by the Health Directorates during the previous week. It is sent to Chief Executives of NHS Boards and Operating Divisions. It is their responsibility to cascade the Bulletin to appropriate staff within their organisations. The Bulletin is also copied to the Scottish Partnership Forum, Local Authority Chief Executives, Directors of Housing, Social Work and Finance as well as to health related agencies and voluntary organisations for information.

The Bulletin can be found on the website [www.show.scot.nhs.uk](http://www.show.scot.nhs.uk). Organisations which do not have access to NHSNet or SHOW should contact the named Contact if they wish copies of any publication mentioned in this Bulletin.

If you have any problems or would like to comment on this approach please let us know. You may write to the Editor, Health Directorates Weekly Bulletin, Corporate Development, The Scottish Government, Room 1E 16, St Andrew's House, Regent Road, Edinburgh EH1 3DG. Telephone on 0131 244 4771 or fax on 0131 244 3477. E Mail to [wilma.little@scotland.gsi.gov.uk](mailto:wilma.little@scotland.gsi.gov.uk)

Item Number	Date of Issue	Subject	Policy	Detail/Action
1	19 Oct 07	<p>Payscale for GP Appraiser/Local Appraisal Adviser</p> <p>NHS Circular PCS(DD)2007/6 notified NHS employers of a new payscale for associate advisers and assistant directors.</p> <p><a href="#">click here to view</a></p>		<p><b>CEL/Other Code:</b> PCS(DD)2007/6 addendum</p> <p><b>Category:</b> Action and Information</p> <p><b>For Action:</b> Chairs, NHS Boards, Special Health Boards and NHS National Services Scotland; Chief Executives, NHS Boards, Special Health Boards and NHS National Services Scotland; Directors of Finance, NHS Boards, Special Health Boards and NHS National Services Scotland; Directors of Human Resources, NHS Boards, Special Health Boards and NHS National Services Scotland.</p> <p><b>For Information:</b> Members, Scottish Terms and Conditions Committee; Members, Scottish Partnership Forum; Members, Scottish Workforce and Governance Group.</p> <p><b>Response Required:</b> No</p> <p><b>Contact:</b> Kevin Matheson 0131-244 2327</p> <p><b>Email:</b> <a href="mailto:Kevin.matheson@scotland.gsi.gov.uk">Kevin.matheson@scotland.gsi.gov.uk</a></p>

2	18 Oct 07	<p>Definition of Contractual Overtime for the Purposes of the Agenda for Change Terms and Conditions Handbook</p> <p>The circular provides a partnership-agreed definition for contractual overtime to be used in conjunction with the Agenda for Change Terms and Conditions Handbook.</p> <p><a href="#">click here to view</a></p>		<p><b>CEL/Other Code:</b> PCS(AFC)2007/7</p> <p><b>Category:</b> Action and Information</p> <p><b>For Action:</b> Chairs, NHS Boards, Special Health Boards and NHS National Services Scotland (Common Services Agency); Chief Executives, NHS Boards, Special Health Boards and NHS National Services Scotland (Common Services Agency); Directors of Finance, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency); Directors of Human Resources, NHS Boards, Special Health Boards and NHS National Services Scotland (Common Services Agency).</p> <p><b>For Information:</b> Members, Scottish Terms and Conditions Committee; Members, Scottish Partnership Forum; Members, Scottish Workforce and Staff Governance Committee.</p> <p><b>Response Required:</b> No</p> <p><b>Contact:</b> Colin Cowie 0131 244 3778</p> <p><b>Email:</b> <a href="mailto:colin.cowie@scotland.gsi.gov.uk">colin.cowie@scotland.gsi.gov.uk</a></p>
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3	17 Oct 07	<p>Safer Management of Controlled Drugs: Standard Operating Procedures</p> <p>Provides a framework to support the development of Standard Operating Procedures for controlled drugs.</p> <p><a href="#">click here to view</a></p>		<p><b>CEL/Other Code:</b> CEL(2007)14</p> <p><b>Category:</b> Action and Information</p> <p><b>For Action:</b> Chief Executives, NHS Boards; Chief Executive, Scottish Ambulance Service Board; Chief Executive, State Hospitals Board for Scotland; Chief Executive, National Waiting Times Centre Board; Medical Directors, NHS Boards; Directors of Nursing, NHS Boards; General Practitioners; Dental Practitioners; Community Pharmacists; Directors of Pharmacy, NHS Boards.</p> <p><b>For Information:</b> Chief Executive, NHS NHS Quality Improvement Scotland; Chief Executive, NHS National Services Scotland; Chief Executive, NHS NHS Education for Scotland; Scottish Commission for the Regulation of Care; Royal Pharmaceutical Society of Great Britain, Scottish Division; SGPC; Community Pharmacy (Scotland).</p> <p><b>Response Required:</b> No</p> <p><b>Contact:</b> cdenquiries@scotland.gsi.gov.uk 0131 244 2870</p> <p><b>Email:</b> <a href="mailto:cdenquiries@scotland.gsi.gov.uk">cdenquiries@scotland.gsi.gov.uk</a></p>
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4	16 Oct 07	<p><b>Agenda for Change: Unplanned Acting Up</b></p> <p>Following further discussions under the aegis of the Scottish Terms and Conditions Committee (STAC) about the provisions of NHS Circular PCS(AFC)2006/2 – AGENDA FOR CHANGE – UNPLANNED ACTING UP, it has been agreed in partnership to replace paragraph 4.3 of that guidance with the following:</p> <p><i>“4.3. Where any period of acting up is agreed by the appropriate Clinical/Business Manager or equivalent, and the individual takes on the full range of duties and responsibilities of a grade senior to his or her own, then an acting up premium will be paid.”</i></p> <p><a href="#">click here to view</a></p>		<p><b>CEL/Other Code:</b> PCS(AFC)2006/2 addendum</p> <p><b>Category:</b> Action and Information</p> <p><b>For Action:</b> Chairs, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency); Chief Executives, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency); Directors of Finance, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency); Directors of Human Resources, NHS Boards and Special Health Boards and NHS National Services Scotland (Common Services Agency).</p> <p><b>For Information:</b> Members, Scottish Partnership Forum; Members, Scottish Terms and Conditions Committee; Members, Scottish Workforce and Governance Group.</p> <p><b>Response Required:</b> No</p> <p><b>Contact:</b> Colin Cowie 0131-244 3778</p> <p><b>Email:</b> <a href="mailto:Colin.Cowie@scotland.gsi.gov.uk">Colin.Cowie@scotland.gsi.gov.uk</a></p>
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