

The Green Sheet

Staff newsletter

Green Sheet: Friday, 6 October 2023

We're here to say – well done you!

It's such a privilege to shine a light on the achievements of colleagues across the Trust – it underlines why we always say our greatest asset is you, our staff.

Bridget awarded the Cavell Star

Congratulations to Bridget Glynn, senior staff nurse in critical care services, who has won a coveted Cavell Star, which honours the memory of Edith Cavell, a British nurse who in the First World War.

Colleagues nominated her for the award to recognise her long and outstanding career at the West Suffolk Hospital, which over 40 years here includes more than 37 in critical care.

Trish Bivins, critical care ward manager, said: "As a senior team we put Bridget forward for a Cavell Star, which is an inspiring national awards programme recognising exceptional care to colleagues, patients, or patients' families. She puts patients, families, and staff at the heart of everything she does, and we are so proud she has been awarded this recognition."

Trish Bivins said: "Myself and Amy Wade nominated Bridget, who was a senior member of the team when both Amy and I joined the unit. She was integral in supporting us from band 5s all the way to our current positions as ward managers.

"We receive feedback highlighting how she has the ability to recognise the small things that matter to patients and families, especially when faced with end-of-life care." Trish also said that Bridget always nominated herself to work over festive holidays to ensure colleagues can take leave.

"Bridget epitomises what it is to be a nurse," said Trish. "At a time when we are all striving to make a difference for patients, families and colleagues, Bridget does this effortlessly and selflessly."

The Cavell Star honours the memory of Edith Cavell, a British nurse who in the First World War, cared for wounded soldiers from both sides of the conflict, and was executed in 1915 for helping Allied prisoners to escape.

[Cavell Star Awards - Cavell](#)

Recognition for support of newly-registered staff

The work of our Trust preceptorship team has been recognised with the award of the National Preceptorship Interim Quality Mark.

Preceptorship lead Tracey Thynne, along with executive chief nurse Sue Wilkinson, clinical practice and education co-ordinator Diane Last and practice education facilitator Katy Kilpatrick, have received “sincere congratulations on this fantastic achievement” from the national team.

Preceptorship aims to welcome and integrate newly registered professionals into their team and place of work, helping them translate knowledge into practice and grow in confidence.

Top marks Len!

And finally ... workforce information manager **Len Rowland** has completed his chartered manager level 6 apprenticeship with distinction.

Swap to stop – vaping as a smoking cessation tool

As part of our coverage across the month of the national Stoptober campaign, we are focusing on vaping.

Vaping can be contentious – there is a lot of information to digest about vaping and its benefits for smoking cessation, and the downsides of vape usage. Our aim this week is to reassure you that the use of e-cigarettes, or vapes, is a positive step towards quitting smoking for good and that vaping is [effective for smoking cessation](#). The message is clear from the national [Chief Medical Officer](#): **“If you smoke, vaping is much safer; if you don’t smoke, don’t vape; marketing vapes to children is utterly unacceptable.”**

Recent research from [Action on Smoking and Health \(ASH\)](#), an organisation campaigning for tobacco control, suggests that 39% of smokers in Great Britain believe that [‘vaping is as or more risky compared with smoking’](#).

Here are some facts to target any misconceptions:

- While any substance inhaled into the lungs has its risks, fewer toxic substances are released during vaping. In the UK there are a [number of restrictions on vape liquid](#) restricting materials known to cause harm.
- People using vapes can [reduce the nicotine content in the liquid](#) over time to enable a successful quit.
- [As rates of vaping have increased over the last decade, rates of smoking have continued to decline](#), which suggests that vaping is **not** a gateway to smoking.

Though the use of vapes in smoking cessation is encouraged, it is important to consider other factors in the use of vapes:

- Disposable vapes are [incredibly bad for the environment](#) and use [lithium-ion batteries, which are a risk in general waste and need special recycling](#). People should be encouraged to use rechargeable, and reusable vapes.

- Vaping in children and those who have not previously smoked is not encouraged and can still cause an addiction to nicotine.
- Vaping can still cause anti-social habits, including use by building entrances and within rooms. If you decide to vape, please be aware of those around you.

Final call! Become a staff governor!

You have until Monday, 9 October to nominate yourself to be a staff governor.

Are you passionate about the care we provide our patients? Do you want to influence change, make a difference, and ensure staff have a strong voice and say in the development of our services?

Governors play an important role in overseeing how the Trust is managed. They work alongside members and the Trust's leadership team to ensure we meet our goals and provide the best possible care to patients.

We need fresh ideas and a diverse set of voices to represent our workforce, from both hospital and community services, and in various roles. There are five staff governor vacancies available for colleagues to join the Council of Governors, which includes elected public and staff representatives, as well as appointed governors who represent partner organisations that we work with to deliver services, such as the local council and other local health and care system partners.

Completed nomination forms for the 2023 governor elections are due by Monday, 9 October 2023. Voting will run from Thursday, 26 October until 20 November and results will be announced on Tuesday, 21 November 2023.

How to apply

Online: www.cesvotes.com/westsuffolk2023

Telephone: 020 8889 9203

Email: ftnominationenquiries@cesvotes.com

Post: CES, The Election Centre, 33 Clarendon Road London N8 0NW

You can request a hard copy of the information and nomination pack.

Are we safe and healthy? Have your say...

All our Trust colleagues will have received a letter or email inviting them to complete the 2023 NHS Staff Survey.

This survey is open to everyone, including our bank staff, and we really want you to complete the survey and have your say. It's important to hear your views so we can take action on your priorities to make the West Suffolk NHS Foundation Trust (WSFT) the best possible place to work and receive care.

It's possible the email may have been misdirected to your "Junk" folder – please do check there if you have not yet received it.

We're already taking action on the issues you've told us are important to you.

The issues raised through our 'Autumn of Active Listening' last year (which included 'What Matters to You'; Speak Up month; and the 2022 NHS staff survey), as well as feedback via our Freedom to Speak Up channels more broadly, has and is resulting in huge amounts of change and work to improve going on across WSFT.

We listened to what you have said and we're taking action on the things you've said are important to you. This week we are focusing on **'getting the basics right'**, which is one of the themes you've raised.

Getting the basics right – being safe and healthy

You said 'getting the basics right' means it's important to feel safe and have access to rest and recovery to help you be the best you can be at work.

To help you feel safe and have access to rest and recovery, we are:

- Investing in personal safety and security for all colleagues. A personal safety and security trainer has recently joined the Trust to support learning and development in this important area.
- Looking at how subjects such as 'bystander training' (which teaches individuals to recognise and respond to poor behaviour and harassment) could be integrated into our learning in an appropriate way as part of our review of mandatory training.

What else could we be doing to help you feel safe and for us to be a healthy place to work? Please fill in the survey and have your say! Watch a video of our chief executive, Ewen Cameron, on the importance of the survey: <https://youtu.be/mAr-0CA6Ua0>

About the survey and how the data is used

The survey is open until Friday, 24 November 2023.

All responses are completely anonymous. Following completion of the online survey the data is transferred to Picker using a secure online portal to which only the Picker team has access. Your data is handled confidentially and securely. Paper questionnaires are retained for six months and then securely destroyed.

As well as using the anonymous data at a Trust-wide level to help inform our future priorities and actions, the data is also made available at a divisional/departmental level, thus enabling our HR business partners to work through some of the themes raised at a more local level.

Have your say and make a difference to our Trust.

[Staff survey information is available on the intranet here](#)

Celebrating the valuable work of our SAS doctors

Next week, we're shining the spotlight on specialty and specialist (SAS) doctors.

SAS week, which runs from Monday, 9 to Friday, 13 October, is the chance to celebrate our SAS doctors and raise the profile of these roles as a rewarding career and a much-valued part of the NHS workforce.

Members of our SAS workforce will be hosting a Time Out stand on Wednesday, 11 October for colleagues to learn more about their role.

As we aim to increase flexible working opportunities, promote a better work-life balance and increase wellbeing, it is timely to showcase the SAS role, which facilitates these elements while allowing clinicians to specialise.

Our Trust has 42 SAS doctors, an incredibly diverse group of professionals who bring the Trust a wealth of experience and broad skill set, enriching the workforce and enhancing safe and compassionate patient care.

Several services in the hospital would not be able to run without these colleagues, who also act as mentors, educators, and innovators. SAS doctors provide continuity of care in hospital teams and many work autonomously and sometimes at consultant levels.

On Monday, 9 October from 12noon to 1.00pm, colleagues will be able to join a webinar from NHS Employers in association with the General Medical Council to gain an insight into the SAS workforce, [book your place](#).

Missed our annual meeting? Be our guest here!

Our Annual Members' Meeting (AMM) is a key date in the Trust calendar – a public event that allows us to engage with our community – including you, our staff, who are all members of our NHS Foundation Trust.

We held our Annual Members' Meeting on Tuesday, 26 September at the Apex in Bury St Edmunds, a chance to look back at our year and share future plans. We also focused on child development and the integrated support we offer children and young people; and a marketplace gave many of our teams the chance to highlight their services.

The event saw colleagues from across our Trust and health and social care and charitable organisations raising awareness of services and health matters in a marketplace of stalls and provided updates and highlights from chief executive Dr Ewen Cameron, our chair Jude Chin and lead public governor Jane Skinner.

We were also joined by our consultant paediatrician, Dr Ankit Mathur, who hosted a specialist talk about factors affecting child development and the integrated support we offer to children.

The marketplace boasted multiple teams from across our Trust, including tissue viability, virtual wards and community nursing as well as stalls from charities such as My WiSH and Macmillan Cancer Support.

Our vaccination team also came along to provide Covid-19 boosters for colleagues and eligible members of the public. Here are the videos of the meeting:

AMM part one: [WSFT Annual Member's Meeting | Part one - YouTube](#)

AMM part two: [WSFT Annual Member's Meeting | Part two - YouTube](#)

AMM part three: [WSFT Annual Member's Meeting | Part three - YouTube](#)

'Digital first, not digital only' – help shape our future

We have the unique opportunity to develop a new hospital for the people of West Suffolk, providing a modern healthcare facility which is fit for purpose now and for the future.

Our new hospital is to be designed for and by our community, including those who work in it. We want to hear your views about the development of our digital strategy.

Future digital strategy and survey – read more

The NHS always evolves and develops, and during the pandemic, the use of digital technologies accelerated. Digital technology provides a new way to manage resources, optimise processes and ultimately improve all aspects of patient care.

Find out what this could mean as a part of your working life and get involved to let us know how you feel we can make our ambition of being 'Digital first, not digital only' a reality.

Our future digital strategy document, which includes a link to the survey, is here:
<https://wsh-nhs.paquetiger.com/brtxyvi/1>

Thank you for your help in designing our future West Suffolk hospital.

Baby Loss Awareness Week

A colleague who lost her own baby is supporting the national annual awareness week that aims to give anyone touched by pregnancy and baby loss a supportive space to share their experiences.

On Wednesday, 11 October, from 10.00am to 1.00pm, the West Suffolk Hospital chapel will host a cake sale, remembrance trellis and memory book for babies' names, and small giveaways. Money raised will go to MyWish, Sands, and the Peeps HIE charity.

Also on hand will be volunteers from the bereavement team and SANDS, and WSFT theatre practitioner Danielle Benedict, who has recently published a book, *A Loss Mum's Journal*.

Danielle said: "The book is a special tribute to my daughter, who passed away at five weeks, two days old from severe hypoxic-ischaemic encephalopathy (HIE). I found writing through my grief journey very therapeutic, and I hope that the book can connect with another loss mum, to offer some comfort in knowing these awful grief emotions are shared.

"I am actively trying to raise awareness about the brutal reality of living with baby loss, and the life and soul-changing effects it has. Baby Loss Awareness Week is vital to ensure we remember those tiny feet which patter among the stars, and offer support and love to the grieving parents, while striving for a kinder, more understanding world for the loss community."

The book is available as a print or eBook from Amazon and other online retailers.

<https://babyloss-awareness.org/>

- The WSFT chaplaincy and spiritual care team will be holding a baby and child remembrance and sharing service on Sunday, 5 November, at Southgate Church.

Giving young people a voice – meet SCARC

One of the services provided by our integrated community paediatric service is the Suffolk Communication Aid Resource Centre (SCARC). The team is holding a drop-in session later this month for Trust colleagues to learn more about SCARC and how it might help the patients you support.

SCARC is a multi-disciplinary communication aid service that provides assessment, provision, maintenance and repair of augmentative and alternative communication (AAC) for young people aged 0-25 in the Suffolk County Council ward. The team also provides specialist advice for anybody supporting a young person with AAC.

The drop-in sessions are open to anyone, and the team says no question is too silly when it comes to AAC – sometimes chatting through ideas with someone can help make things easier.

You can drop in on the day, but if you wish to contact the team about a specific issue or question, please email and book on scarc@wsh.nhs.uk. Please include your name and role, and basic information about your query, so it can be allocated to the most appropriate member of our team.

The drop-in session is on Tuesday, 24 October 2023 from 9.30am to 12.30pm in the therapies training room at WSH.

If these dates don't work for you, SCARC is always available to discuss queries around AAC – we're always happy to help wherever we can. Telephone on 01473 744223 or use the email above.

Can you join us for the Schwartz Round?

Everyone, whatever their role, is welcome to join the third Schwartz Round, which takes place next Friday, 13 October starting with lunch at 12.30pm, in the education centre at the West Suffolk Hospital.

The Round will last for an hour, and the topic this month is ***Adverse Incident – “When an error occurs despite our best efforts”***.

With the support of the My WiSH charity, the Trust introduced these structured forums in June, with the aim of providing a confidential and supportive environment to discuss the emotional and social aspects of working in healthcare. [Schwartz Round information is available here.](#)

Are you on Trac for recruitment?

Next Tuesday, 10 October 2023, we are changing our recruitment system and moving to Trac, which is widely used across the NHS.

This is more efficient system that will help you better manage the entire recruitment process, including:

- Authorisation
- Advertising
- Shortlisting

- Interviews
- Offer letters
- Employment checks
- Candidates' start and induction.

System overview:

The new applicant tracking system will provide end-to-end recruitment and bring together all processes, documentation, and communication in one place. As a recruiting manager, you will be able to see exactly where your vacancy is and be able to communicate directly with candidates and the recruitment teams.

The shortlisting process will give you greater flexibility to apply your professional judgement to the evidencing of criteria and there is also the option to longlist. Trac will accept offline applicants and has the option to use different types of application forms. It also has its own national jobs boards ([HealthJobsUK](#), [NHSJobs.com](#), and [NursingNetUK](#)) that are already well-used by potential candidates.

Head of resourcing Louise Bland said: "We have been listening to colleagues and understand we needed to make significant changes to our recruiting processes to better support you and the staffing needs of the organisation. We launch the new Trac system as part of our people and culture priorities, specifically to improve candidate and manager recruitment experience.

"We're very excited about the benefits Trac will bring and are confident it will enhance, vastly improve and enable you to more quickly get much needed recruits in place to support our teams."

Key information for managers:

- All vacancies that have been published on NHS Jobs will remain on that system and recruitment completed following current processes. There is no back record conversion.
- The last day vacancies were published on NHS Jobs was **Thursday, 5 October 2023**.
- A dedicated email address and phone number are available from **10 October until 1 November: WSFT@trac.systems | 01629 702335** - all colleagues can use if they need any support with Trac.
- A list of managers email addresses has been provided to the supplier for accounts to be created. You will receive an email asking you to set a password to complete your account set up.
- If you have not received an account email by 10 October, don't worry! We can set up accounts at any time. Please email hrgeneralenquiries@wsh.nhs.uk if you haven't had an account set up (after 10 Oct) and you require one.

Homestay – do you have a room to rent?

Homestay, the commercial room booking website, has created a secure area for NHS employees working across the Suffolk and North East Essex (SNEE) integrated care system to advertise a spare room to rent or find a room to rent.

The Home for Me project can match those who need to rent a room with those who have a spare room to let. Healthcare staff, hosts and renters working within the SNEE area, can

filter to find shared accommodation opportunities and the partnership that best suits their needs and interests.

The scheme, which allows for both short and longer-term lettings, is seeking to build up a bank of host families. If you are interested and have space to host and welcome a renter into your home, please get in touch with Paul Firth – Paul.Firth@snee.nhs.uk – in the first instance.

[Homestay project information is available here.](#)

You could let it go for a trip to Arendelle

The Theatre Club's show of the month is the West End production of the Disney musical *Frozen*, with up to 44% off ticket prices at the Theatre Royal, Drury Lane. The offer is valid from Monday to Friday until Friday, 1 December, and tickets need to be booked by Tuesday, 31 October.

The theatre club page, featuring all the promotions, can be found here:

<https://www.westendtheatre.com/club/wsh>

My WiSH Charity

Meet the stroke unit fundraising stars

The stroke unit have had the most amazing fundraising year and we cannot thank them enough. From bingo to skydiving, the team have worked hard, and boy has it paid off! With over £10,000 raised, this will be used to enhance the care they give to their patients and to help support staff in their roles.

Each member was brilliant so before we continue, we want to give a big shout out to:

Jess Irving
Sarah Moyes
Rosie Pawsey
Alice Page
Marthe Perlata
Tanya Shaw
Jodie Tillet.

The charity first met with the team back in January where an idea was forming to do some fundraising. The charity holds an annual skydive and everyone was keen to take part. But it seems that wasn't enough, and they wanted to add a night of fun into their plans.

Roll on May and their Spring Party Bonanza! The night included bingo, kindly hosted by charity supporter and chair of the Southgate Community Centre, Andy Abbott, a disco that the team had secured for free from The Party Starters, and food and drink. Events are a lot of worry and stress, and we know the girls had a few panics along the way but they needn't have worried as it was a wonderful night which everyone who attended loved.

The skydive took place in June. Our lovely skydive sponsor, Eileen, came along to watch. Her late husband, Nigel, had always wanted to do a skydive so Rosie kindly wore the necklace that contained her husbands' ashes.

The team worked so hard on their fundraising, and this definitely paid off when they were able to present My WiSH with £10,183.01 (mustn't forget the 1p!). What a total, we are so proud of you all and can't thank you enough for your support and commitment to your patients care.

Thanks too to Dr Chantelle Doran and security team member, Steve Bushnell. Both took part in the skydive adding to the amazing total.

Team work definitely makes dream work!

My WiSH Charity scoop community trophy

Sue and Sally headed to the Bury Free Press Community Awards recently where My WISH was nominated for Charity of the Year. Sadly, we came away with the runner-up highly commended trophy, but as the category had around 15 entrants, we are incredibly chuffed. The team work hard and just to have this acknowledged was an absolute honour.

Steve Trowles, whom we work with at Mama B's cancer wellbeing day each month, also got highly commended for the Good Deed and the Citizen of the Year categories. The work he does to support patients undergoing cancer treatment is incredible so, again, we were thrilled to see him honoured with his nominations.

Education and training

Trac manager training sessions

In charge of recruiting new staff? Got vacancies you need to recruit to?

Specific hour-long recruiting manager training sessions are being arranged. These will be held over MS Teams. There is no need to book, please just use the links below to join. However, if you would like to receive a calendar invitation, please contact hrgeneralenquiries@wsh.nhs.uk

The first two sessions are:

Monday, 9 October, 2pm

[Click here to join the meeting](#)

Meeting ID: 330 300 661 29

Passcode: zRdcuc

Thursday, 12 October, 10am

[Click here to join the meeting](#)

Meeting ID: 342 131 270 66

Passcode: yddgJL

Links for further sessions will be issued in in due course.

Share your thoughts on your learning

The National Education and Training Survey (NETS) is open until Tuesday, 28 November. It is the only survey open to all healthcare learners and trainees across England and is key to the work of the NHS England education quality team.

The NETS is the voice of the health workforce working and learning across England, and giving ten minutes of your time and your feedback will help drive safety, quality and improvement.

Complete the survey here: [Introduction : National Education and Training Survey 2023 \(hee.nhs.uk\)](#)

Support to provide quality dementia care

A Tier 2 Dementia Training session will be held on Monday, 16 October from 9.00am to 4.00pm in the education centre.

It covers 13 subjects of the Dementia Training Standards Framework to empower registered nurses, nursing assistants and allied health professionals to provide high quality care for patients living with dementia, and their carers.

Please email chelsie.nice@wsh.nhs.uk and maggie.woodhouse@wsh.nhs.uk to book.

Jobs

Acute Assessment Unit

Staff nurse – band 5

[Reference: C9179-23-1086-M](#)

Closing date: 11/10/2023

Cardiac Centre

Staff nurse – band 5

[Reference: C9179-23-1087-M](#)

Closing date: 12/10/2023

Emergency Department

Administrator – band 3

[Reference: C9179-23-1088-M](#)

Closing date: 12/10/2023

Nursing assistant – band 2

[Reference: C9179-23-1084-M](#)

Closing date: 09/10/2023

Glensford Surgery

Clinical pharmacist – band 7

[Reference: 179-C9179-23-6130-I](#)

Closing date: 10/10/2023

Medical secretary – Band 3/ 4

[Reference: C9179-23-6143-I](#)

Closing date: 11/10/2023

Housekeeping

Housekeeping supervisor – band 4

[Reference: C9179-23-4088-F](#)

Closing date: 13/10/2023

Integrated community paediatric service

Deputy community paediatric audiologist – band 7

[Reference: C9179-23-6141-I](#)

Closing date: 11/10/2023

Integrated therapies

Associate practitioner – band 4

[Reference: C9179-23-6142-I](#)

Closing date: 11/10/2023

Macmillan Unit

Family cancer counsellor/psychotherapist – band 6

[Reference: C9179-23-1089-M](#)

Closing date: 16/10/2023

Maternity

Registered nurse – band 5

[Reference: C9179-23-2031-W](#)

Closing Date: 09/10/2023

Medical and surgical wards

Nursing assistant – band 2

[Reference: C9179-23-0053](#)

Closing date: 10/10/2023

Medical staffing

Booking co-ordinator – band 4

[Reference: C179-23-4087-P](#)

Closing date: 13/10/2023

Newmarket Community Hospital

Rosemary Ward - nursing assistant – band 2

[Reference: C9179-23-6144-I](#)

Closing date: 09/10/2023

Virtual ward

Ward manager – band 7

[Reference: C9179-23-1090-M](#)

Closing date: 15/10/2023