

# Balance | November 2023



## Expanding our partnership with Citizens Advice Gateshead

Our partners at Citizens Advice Gateshead are to begin offering our line managers the opportunity to learn more about how they may be able to support you and your colleagues.

One-hour sessions will take place quarterly, providing those who attend with an insight into the impartial and confidential advice, guidance and information staff can access completely free of charge.

In the context of current pressures, these sessions may be of particular use if:

- You have concerns about the wellbeing of your staff
- A member of staff has mentioned money worries to you, you're concerned about debt in your team or you feel the cost-of-living crisis is impacting your team
- You're seeking more information on the signs to look out for as a manager
- You're interested in learning more around how Citizens Advice Gateshead can support our staff

The first session takes place on Friday 8th December, 11:00am - 12:00pm in Room 2 of the Education Centre. More dates are also scheduled for 2024. To book a spot, please book your place via ESR. Just log-in and [visit this link](#) or find Citizens Advice Awareness for Managers.

**Drop by and arrange a chat:**

In addition to training sessions, we also welcome Citizens Advice Gateshead advisor Andrea on-site at the QE Hospital weekly. Andrea will now be found every Wednesday between 12:00pm - 1:00pm in the Atrium (opposite Subway), in a change from his previous spot in the Listening Space.

**Get in touch:**

You can also get in touch with Citizens Advice through our priority contact details. Just e-mail [gstaffswa@citizensadvicegateshead.org.uk](mailto:gstaffswa@citizensadvicegateshead.org.uk) or call 0191 490 4231.

**How else are Citizens Advice Gateshead helping our staff?**

Citizens Advice Gateshead also provide us with monthly bulletins, providing signposting and guidance on issues.

But the organisation's best work comes when they have the opportunity to help our staff on a 1-to-1 basis. This can be seen no better than in the case studies showcased in the recent video they provided us - available to view now!



[Visit our Citizens Advice Gateshead webpage for more information](#)





## Festive gift of thanks

As we approach the festive season, the health and wellbeing team has been busy helping organise a gift of thanks for all staff.

With thanks to funding from our charity, QE Charitable Funds, all colleagues should shortly receive a dinner voucher for QE Facilities catering facilities to express the organisation's gratitude for your work over the past year.

Like last year, vouchers can be redeemed for a festive fayre meal, with dates these meals will be served and more details are [available to view](#) via the button below. We appreciate your help and patience while we distribute vouchers!

[Find out when festive meals are being served near you](#)

### Serving dates for festive fayre meals:

#### Bensham Hospital:

- Tuesday 5th December, 12:00pm - 2:00pm (The Park Deli)
- Wednesday 6th December, 12:00pm - 2:00pm (The Park Deli)

#### QE Hospital:

- Monday 11th December, 12:00pm - 3:00pm **and** 6:30pm - 9:00pm (The Hub)
- Tuesday 12th December, 12:00pm - 3:00pm **and** 6:30pm - 9:00pm (The Hub)
- Wednesday 13th December, 12:00pm - 3:00pm (The Hub)
- Thursday 14th December, 12:00pm - 3:00pm (The Hub)
- Friday 15th December, 12:00pm - 3:00pm (The Hub)
- Saturday 16th December, 12:00pm - 3:00pm (The Hub)
- Sunday 17th December, 12:00pm - 3:00pm (The Hub)
- Monday 18th December, 12:00pm - 3:00pm (The Hub)
- Tuesday 19th December, 12:00pm - 3:00pm (The Hub)
- Wednesday 20th December, 12:00pm - 3:00pm (The Hub)

## Catering changes

Out-of-hours workers are advised that, as part of a pilot to measure the success of improvements made to out-of-hours vending machines at the QE Hospital, the offer of free frozen meals from The Hub and Peter Smith Surgery Centre will be paused starting Monday 4th December.

Changes to stock follow lengthy discussion with external catering partners. Changes made led to a dramatically improved range of meals stocked in the fridges located in the entrance of The Hub.

Plans are now in place to monitor improvements, and explore other options available to us if needed. For more on this, please visit [balancegateshead.com](http://balancegateshead.com).

If you would like to help us capture feedback around improvements made to our out-of-hours catering fridges, please consider [completing our feedback form](#) via the button below – or sending an email to [ghnt.hwb@nhs.net](mailto:ghnt.hwb@nhs.net).

Elsewhere, colleagues may have noticed that the lowest-priced chef's specials have been available in the days leading up to payday. This change has been introduced by catering to help colleagues towards the end of a month, and we'd like to thank the team for their initiative.

[Check out our new manager guides](#)

[Changes to Out of Hours Catering](#)

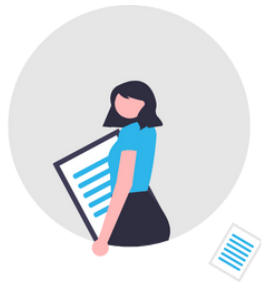
## Manager Guides

The new [Manager Guides](#) page on [balancegateshead.com](http://balancegateshead.com) provides #TeamGateshead managers with easy access to useful guides and documents which should help them in navigating situations which involve the health and wellbeing of staff.

On the new page, managers will be able to find newly-launched [guidance on responding to the passing of a colleague, diagnosis of a terminal illness or other traumatic event](#). Also here is the recently-launched [guide for supporting staff in crisis](#), with any further guidance to be uploaded here.

The launch of the page follows the recent unveiling of the [Manager Support area](#), where managers can also find tons of information in areas such as team-building, leadership, staff wellbeing and more.

We advise all managers to familiarise themselves with recently launched guidance, and to check back regularly for more.



We love hearing your feedback! Help us improve by completing our [HWP Activity Feedback form](#)!



# Events



## Free Salon Treatments

Colleagues are reminded that 30-minute free salon treatment appointments are available every Thursday (during term-times) between 1:30pm - 3:30pm.

At appointments, colleagues can receive an Indian head massage, manicure or pedicure from Gateshead College's Botanica Salon students.

Spaces are now available to book for Thursday 7th and Thursday 14th December. To do so, simply email [ghnt.hwb@nhs.net](mailto:ghnt.hwb@nhs.net) indicating your preferred 30 minute slot between 1:30pm - 3:30pm, and your preferred treatment.

To learn more about the offer - including testimonials from Gateshead colleagues who've already been for a treatment, just [visit our dedicated webpage](#).



## Festive Schwartz Round

Our final Schwartz Round of 2024 will take place on Wednesday 20th December, on the topic '**Merry Christmas... I'm off now!**'.

All colleagues are invited to join us in the Lecture Theatre between 12:30pm - 1:30pm on the day, with teas and coffees available up to 30 minutes beforehand.

We are also still looking for storytellers ahead of the round, so if you're interested in sharing a story around your experiences of working through the festive period, please email [ghnt.hwb@nhs.net](mailto:ghnt.hwb@nhs.net). You can learn more about Schwartz Rounds below.

[Learn more about our training programs and secure your spot today!](#)

[About Schwartz Rounds](#)

## Become a HWB Ambassador

We recently revamped our approach to better support our health and wellbeing ambassadors - featuring a new ambassador web area and application form.

[READ MORE](#)



[tinyurl.com/about-hwb-amb](https://tinyurl.com/about-hwb-amb)



[tinyurl.com/gh-hwba-signup](https://tinyurl.com/gh-hwba-signup)

## International Men's Day

19th November marked International Men's Day. At Gateshead, we welcomed representatives from Andy's Man Club on-site at the QE.

Ahead of the occasion, Gateshead Health comms officer, Gavin Danby, put together a fantastic blog post focusing in on how male gender stereotypes create stigma - and how that can prevent men from seeking help around their health.

Check it out, along with some self-care tips, below!

[Read Gavin's blog](#)

## Reasonable Adjustments

Time is running out to get involved in the reasonable adjustments competition being led by our Lead Nurse for Learning Disabilities, Amy Cole.

To be in with the chance of winning a prize, all you need to do is create the best possible advertisement of reasonable adjustments - and display this in your area.

For more info on the competition, click the button below, or email Amy on [amy.cole10@nhs.net](mailto:amy.cole10@nhs.net). Entries close on 2nd December.

[Find out about the competition](#)

For more Balance news, drop us a follow on Twitter, [@HWBGateshead](#). You can also visit our website on [balancegateshead.com](https://balancegateshead.com).



# Support

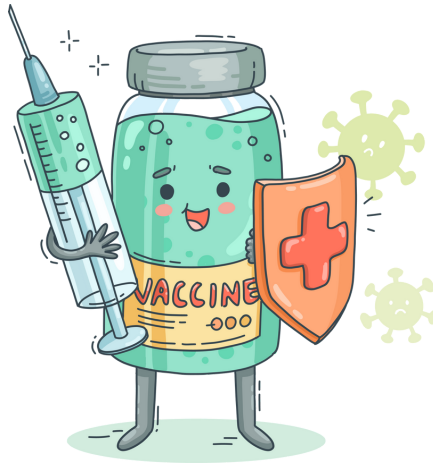


## Update your vaccination records

We're aware that many staff may have chosen to receive their vaccination for Covid and/or Flu elsewhere.

To help ensure that Occupational Health records are kept up to date, we're asking any colleagues who have received a vaccination for flu and/or covid anywhere else other than at Gateshead Health NHS Foundation Trust to kindly let us know.

To let us know, simply [complete our handy self-declaration form](#), which will capture all the data we need to update your Occupational Health records.



[Complete our vaccination self-declaration form](#)

## Get your covid/flu vaccine

Colleagues are reminded that they can contact Occupational Health to arrange a vaccination appointment for flu and/or Covid.

Appointments are available throughout December, with time running out to protect yourself, your colleagues and your family ahead of the winter.

To enquire about a vaccination, please call **0191 445 5494** or email [ghnt.occupational.health@nhs.net](mailto:ghnt.occupational.health@nhs.net).

You can learn more about Occupational Health services via [StaffZone](#).

[Occ Health StaffZone](#)

 **Gateshead**

The latest monthly bulletin from [Citizens Advice Gateshead](#) is coming soon and will be uploaded on their [dedicated Balance webpage](#).

Remember, you can always gain priority access to Citizen's Advice Gateshead advisors via [email](#) or phone on 0191 490 4231.

Find out more about their support offer, on-site drop-ins and more below!

[Visit our CAG web area](#)

## Salary Sacrifice Scheme

Earlier in November we were joined by representatives of OneCall Liaison, the partner who help our staff access home technology goods through salary sacrifice.

To find out more about our salary sacrifice scheme partners, including eligibility criteria, head to our [dedicated webpage](#). Or, to check out the goods that are available through the scheme, head straight to [gatesheadbenefits.co.uk](http://gatesheadbenefits.co.uk) to see the full range of tech, white goods and more that you might be eligible to access.

[Visit gatesheadbenefits.co.uk](http://gatesheadbenefits.co.uk)

## Health Checks: Feb 2024

Our recently-launched staff health checks have proven incredibly popular, and with a break scheduled in January, we're now accepting bookings for Feb 2024.

With 30-minute appointments available between 11:00am - 2:00pm on Friday 2nd February, the checks provide you with a chance to check on vitals like blood pressure, blood glucose, blood cholesterol, height, weight, healthy lifestyle advice and so on.

Feedback on the service has been outstanding, so if you'd like to [book a health check](#) - move quick!

[Enquire about a free Health Check](#)

