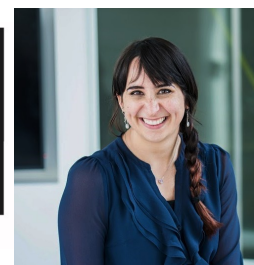


Weekly News

Stand Up to Bullying

Next week (14 to 18 November) is Anti-Bullying Week, an important opportunity to reflect on our own behaviours and those of people around us, and to learn about what we can do to prevent workplace bullying and harassment.



One important way we can work together to reduce bullying is making a personal commitment to stand up to this behaviour when we see it. That's why we're launching Stand Up to Bullying, a simple four-step approach we can all take to support our colleagues when we witness incidents in our hospitals.

Stand Up to Bullying in four steps

1. **Take responsibility** Don't wait for someone else to intervene when you see bullying or harassment.
2. **Take notice** Check it's safe to intervene. Is the situation likely to escalate? Do you need to get help first?
3. **Take action** Do not argue with the harasser but challenge them calmly, firmly and directly. *"That's inappropriate."* If you don't feel safe to challenge directly, you can help the person leave the situation safely by creating a route out. *"Sorry to interrupt, could you please help me with X?"*
4. **Take care** Offer support to the person who was being harassed and record the date, time and location of the incident.

Training opportunities

We are launching four different training sessions and workshops from now until March 2023 to help you learn more about the issue and what you can do to prevent workplace bullying.

- Stand Up to Bullying Workshop
- Respect and Civility Training
- Introduction to LGBTQ+ Inclusion
- Supporting Trans and Non-Binary Colleagues and Patients

Sessions can be booked via [TMS](#). There will also be a number of drop-ins during the week where you can get more information and ask questions—[see dates and times here](#).

Everyday anti-bullying - It's important to remember that standing up to bullying isn't just for Anti-Bullying Week. By working together, supporting each other, and standing up to bullying when we see it, we can make UHMBT a better and more inclusive place to work every day. You can find out more on the [intranet](#).

Hannah Chandisingh,

Head of Inclusion and Engagement



STANDUP TO BULLYING

NHS

University Hospitals of
Morecambe Bay
NHS Foundation Trust

Stand up to bullying in four steps

Bullying and harassment have no place in our hospitals and community settings. If you see it, your actions can make all the difference with this four-step approach.

1

TAKE RESPONSIBILITY



Don't wait for someone else to intervene when you see bullying or harassment.

2

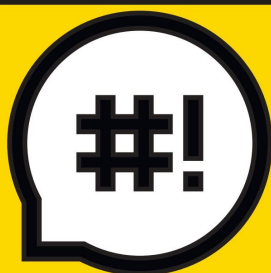
TAKE NOTICE



Check it's safe to intervene. Is the situation likely to escalate? Do you need to get help first?

3

TAKE ACTION



Do not argue with the harasser but challenge them calmly, firmly and directly.

4

TAKE CARE



Offer support to the person who was being harassed and record the date, time and location of the incident.

Want to know more? Sign up for the UHMBT anti-bullying training via TMS.

@UHMBT  
www.uhmb.nhs.uk

**# STANDUP
TOBULLYING**

Carers Staff Network set to host meeting with Cat Smith MP about support for carers



Cat Smith, the MP for Lancaster and Fleetwood, is set to attend a meeting of the Carers Staff Network at UHMBT at noon on Thursday 10 November on Microsoft Teams.

The Disability Staff Network at UHMBT has also been invited to the online meeting as there are various overlapping interests, and so that colleagues have an opportunity to share their thoughts with Cat.



The meeting will be held a week before national [Carers' Rights Day 2022](#) which is set to take place on Thursday 24 November.

Members of the UHMBT Carers Staff Network are committed to raising awareness of carers' rights and to offering support. Hannah Monaghan, who co-chairs the Carers Staff network with Ingrid Kent, set up the meeting with the MP to discuss support for carers. Read more [here](#)

Improving Together colleague newsletter out now



Issue 4 of our Improving Together newsletter is out now and you can [read the newsletter on this link](#).

In this edition of Improving Together we are focusing on our Fundamentals of Care with Bridget Lees and team. We have a video and a story on our Harm Free Care Panel and Executive Chief Nurse Walkabouts.

Our new Freedom to Speak Up App is featured in a video and story, and we have updates on the medical SDEC service, The Hive Improvement Centre, Urgent and Emergency Care and wellbeing in winter. There is also an overview of our improvement work with Dr

Sarah Hauxwell and Rebecca Hogan.

We'd love to hear everyone's views on our improvement communications, so we have set up a brief confidential survey to hear colleagues' views on how we can enhance our service.

Please [click on this link](#) or scan the QR code with your phone's camera to take part in the survey. The survey will take around two minutes to complete. We will share the results of the survey in future comms. Thank you in advance for your support!

Do you have an improvement story or video that you would like to share? If you do, please get in touch by contacting: ingrid.kent@mbht.nhs.uk



SCAN ME



Colleague recognised for their outstanding contribution to Equality, Diversity and Inclusion



Alma Paule, Project Lead - International Retention Program Board (IRPB) has been awarded the Royal College of Nursing North West Award for Outstanding Contribution to Equality, Diversity and Inclusion which is awarded to individuals who have made an outstanding contribution to the equality, diversity and inclusion agenda and the experience of Black, Asian and Minority Ethnic service users and/or staff.

Alma leads the international retention programme at the Trust with a focus on staff experience and wellbeing and has worked on a range of projects to ensure that the experiences of our internationally experienced colleagues are good.



For our new recruits she has implemented a welcome pack which is hand delivered to colleagues when they arrive in the trust. A meet and greet has also been arranged on each hospital site. Alma facilitated engagement events about staff experience with Filipino nurses and the Filipino Nurses Association (FNA) support to ensure their voice was heard and an action plan for improvements was developed. As a result, she was awarded the northwest regional FNA role.

She has initiated meetings with newly recruited internationally experienced medical staff pre-departure to ensure they have onboarding support prior to travelling to the UK and is also involved in the thriving trust Black, Asian and Minority Ethnic Network.

Alma is supporting a driving initiative which is looking at innovative ways to support colleagues to learn to drive or update their driving in order to pass the UK driving test. She has worked with the local council to commence strategic planning for key worker housing in the local housing strategies. As part of cultural and community integration she has developed a "language café" which medical and nursing colleagues can attend to discuss language and "slang" used in the UK in a safe, supportive and often humorous environment. Feedback about the nursing on-boarding service has been very positive.

Alma said "I am really pleased and humbled to have my work recognised. But again, I would not take the full credit. Colleagues, in and out of our team, provide such great support and help in the delivery of various workstreams. And to our senior leaders, who set priorities that we are 'looking after our people' well.

"The award in itself reflects our organisation's commitment in supporting our International Colleagues."

Bay Health & Care Partners Stakeholder Newsletter Issue 17

Welcome to the seventeenth edition of our Bay Health and Care Partners (BHCP) newsletter where we will update you every month on the collaborative work that is taking place in Morecambe Bay's Place-Based Partnership and the outcomes and benefits for communities.

You can read the latest edition of the newsletter [here](#).

**Bay Health &
Care Partners**
delivering



Updating ward and department contact details - has your number changed?



Making sure telephone numbers and contact details on our website are up to date and correct at all times, is a priority for us. Patients, relatives and visitors need to be able to access the correct information at all times.

We appreciate a service/team/department can change location, but please remember it is the departments responsibility to inform us of any changes, so we can share them with staff and the public.

Therefore, it would be really helpful if you could check the contact information we currently hold for your team/department [here](#) and email the Corporate Communications team with any changes on communications.team@mbht.nhs.uk. Thank you.

Chief Executive All Colleague Briefing

This months briefing will take place on Friday 11 November at 11.30pm—12.30pm. Hosted by Aaron Cummins, Chief Executive These briefing sessions are a great opportunity for colleagues to hear the latest updates about our plans for 2022/23. You can join via this [link on the intranet](#)

WE NEED YOUR HELP!

Safeguarding is every body's business and highly challenging. The Safeguarding Intranet Site is there to support you. Please complete this [audit questionnaire here](#) so we can raise its profile and make it work for everyone.

#MedSafetyWeek 7 - 13 November 2022

#MedSafetyWeek is an international campaign organized every year to raise awareness of adverse drug reactions (ADRs) and national reporting systems. This year will be the seventh campaign and follows the theme "how patients and healthcare professionals make safety work".

In the UK, the focus is on the importance of reporting suspected adverse reactions to medicines and vaccines, as well as encouraging the reporting of suspected problems with medical devices or other healthcare products to the Yellow Card scheme. *The [yellow card reporting tool](#) can help with this.*

What is it? – A system used to collect and monitor information regarding safety concerns or incidents involving medicines and medical devices. **What to report** - Side effects of medication, incidents regarding medical devices, defective medicines, falsified or fake medicine or devices, and side effects or safety concerns regarding electronic cigarettes. **Where to report** – Just visit the [yellow card website](#) or download the app from the [Apple Store](#) or [Google Play Store](#). **Who can report?** - Anyone can report, including healthcare professionals and patients.

For more information, see the [Yellow Card Website](#) which contains an FAQ, resources such as guidance for reporting, and multilingual information. You can also follow the UHMBT Medication Safety team Twitter account [@SafetyUhmbt](#).



Help us improve your experience at UHMBT



Did you know the NHS Staff Survey...

is one of the **biggest employee surveys** in the world.

People Promise

This is a promise we must all make to each other – to work together to improve the experience of working in the NHS for everyone.



Don't miss your chance to share your thoughts in the NHS Staff Survey; one of the biggest employee surveys in the world.

A reminder that the survey comes from external supplier Picker and not a Trust email. In some instances, the survey and subsequent reminders might go into junk e-mail boxes so please check these.

Thank you to the **2594 (36.17%)** eligible colleagues and **131 (11.77%)** eligible bank-only colleagues who have already filled in this year's NHS Staff Survey. It's a great result so far, but there's still over half of colleagues we haven't heard from, that's a large amount of experiences that are being missed.

We understand it can be difficult with working pressures to find the time to fill in the survey, this is why we encourage managers and leads to ensure all colleagues who are eligible to complete the survey are given a break within work hours to share their thoughts.

Our People & Organisational Development team will also be out and about at our three main hospitals and some community sites talking to colleagues about the survey, this is a great opportunity to learn more about the survey and ask any questions you may have.

You only have until Friday 25 November to complete this year's NHS Staff Survey.

We each have a voice that counts so please make sure that yours is heard!

Message from Morecambe Bay Medical Journal Editor

Dear Reader, please read and feedback on the [Autumn issue](#). As always there is something for everyone. Student article and editorial, case reports, NHS history amongst others. Your contributions in keeping within the Journal guidelines are gratefully received. Wishing you good times ahead. Ms S Ahmed Editor.

MHRA Drug Safety Update - Latest advice for medicines users

The monthly newsletter from the Medicines and Healthcare products Regulatory Agency and its independent advisor the Commission on Human Medicines. **The current issue & back issues can be [found on this link](#).**

Smoking policy reminder

A gentle reminder to colleagues that smoking is not permitted anywhere on Trust premises.

Our Estates and Facilities teams work very hard to make sure that our Trust premises are clean and cared for, for the experience of our colleagues, our patients and their families. A concern about colleagues smoking on Trust premises was raised to our Freedom to Speak up Guardians and this is just a gentle reminder to all. We appreciate your cooperation.



November 'Well Newsletter'



You can now view this months Occupational Health and Wellbeing
'[Well Newsletter](#)' and '[Wellness calendar](#)'.

The Newsletter features the following and much more.

- National Staff Survey (NSS)
- Alcohol Awareness Week
- Men's Health Awareness Month
- National Stress Awareness Day
- National Self Care Week
- World Kindness Day






























#FLURISH this winter



Email: occ.healthreferrals@mbht.nhs.uk



MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
 MOVEMBER® See the November Well Newsletter for more on men's health guidance	1st  World Vegan Day	2nd Stress Awareness Day 	3rd  Complete your staff survey - have your say!	4th Why not take advantage of your free flu jab today! 	5th  BONFIRE NIGHT	6th Keep POSITIVE thinking 
7th  enjoy Learn to be present and enjoy every moment	8th 	9th Have you visited your Health & Wellbeing website yet?  Username: UHMBTWELL	10th Don't skip breakfast, the most important meal of the day! 	11th  Remembrance Day	12th  lazy days cozy nights	13th  World Kindness Day
14th  EXERCISE SELF CARE FOR LIFE 14-20 November 2022 National Self Care Week	15th  Complete your staff survey - have your say!	16th  Have you had your flu jab yet?	17th Top tools and resources go to: Money Helper www.moneyhelper.org.uk	18th Alcohol Awareness Week 18 - 25 November Alcohol harms. Time for change.	19th Why not try our winter warmer recipe today? Visit the Well Newsletter for more information...	20th "Sleep is the best meditation." ~ Dalai Lama
21st MONDAYS ARE FOR FRESH STARTS 	22nd Do something supportive and friendly for colleagues 	23rd REST REHYDRATE REFUEL 	24th Time is ticking! Go online and complete your staff survey today...	25th National Staff Survey CLOSING today! Thank you to all of our colleagues who completed and 'had your say'	26th Have you started your list yet? 	27th  Wrap up warm and go for a walk
28th When you have the winter blues... * seek out sunlight * ask for help * venture outdoors 	29th KEEP CALM AND Happy Tuesday 	30th Don't wait, hydrate! Have you had your 2 litres of water today? 	<div>  #FLURISH this winter  </div> Check your Well Newsletter for more information			





supporting
life's journey
together



University Hospitals of
Morecambe Bay
NHS Foundation Trust

Digital Learning Disabilities and Autism Passports

In collaboration with stakeholders, we designed digital versions of the hospital passports for children or adults with Learning Disabilities or Autism.

A Hospital Passport is designed to give hospital staff helpful information about the person and their health and social needs, and guides staff on the best way to support the person when they come to hospital. Having this essential information enables us to provide person-centred care and make the necessary reasonable adjustments to ensure everyone gets fair access to good quality health care.

Hospital Passports belong to the person and are completed by them, with help if needed from their family, friends or carers. Completed Passports sent to Brian Evans, Matron for Learning Disability, Autism and Complex Needs at UHMBT, will be reviewed before uploading to the person's electronic hospital record.

The passports can be found on the [UHMBT website](#). These can be completed electronically or downloaded and printed. All staff who are supporting someone with learning disabilities and/or autism are encouraged to promote the passports and provide details of where they can be found. You are also encouraged to display or share the [posters advertising the hospital passports](#). For more information about Hospital Passports, please contact: Brian Evans, Matron for Learning Disability, Autism and Complex Needs: brian.evans@mbht.nhs.uk

Join the Bay Hospitals Charity Christmas extravaganza



supporting
life's journey
together

Help to make it an extra-special festive season by decorating your ward or department for Christmas. Each day during advent Bay Hospitals Charity will publish a photo of a ward or department and their Christmas decorations. Let's spread some festive cheer and help to raise awareness of the amazing teams who work in our hospitals. If your team would like to get involved, email charity@mbht.nhs.uk. **Please note:**

- Decorations must NOT be put up in clinical areas before Tuesday 20 December and must be taken down by Wednesday 28 December.
- All decorations used must be new and disposed of after they have been taken down.
- Real trees are not appropriate, decorations should be limited and where possible wipeable such as transfers for windows or walls.
- Christmas displays in display cases (covered notice boards) are favourable, if displays are not protected by a case then they can only be on display for the 7 days as detailed above.
- Decorations should not in the care areas, where direct patient care is provided eg: bed bays/single rooms and treatment rooms, they should be restricted to communal areas such as the reception areas or staff rooms.
- Decorations must be compliant with fire regulations
- Wards in outbreak cannot have decorations

Look out for more news of Bay Hospitals Charity festive celebrations coming soon.



"Creating a great place to work and a great place to be cared for"



Ward 7/10 WGH are helping to spread the word – Can you?



A huge congratulations to Ward 7/10 at WGH who entered our 6 Improvement Step Mural competition and will be the lucky recipients of one of our Hive goody bags

As we still have more prizes to give away, we are extending the competition to the end of November.

The UHMBT's 6 Improvement Steps are a simple way of breaking down your quality improvement journey into bite-size chunks. Alongside the information, resources and guidance you can find on the [Hive Improvement Centre](#) (Intranet site) they can support you to make sustainable improvements to your services for you and your patients.

Not everyone knows about these 6 steps or the [Hive Intranet site](#) with all its resources and information available to all in UHMBT, we need your help to share it with your colleagues and teams – this is the aim of our competition.

How to enter the competition – simply send us/tweet a 6 Step selfie/team photo:

1. Go to the Mural on site* or online via [the Hive](#) and take a picture with the 6 Steps (individual/team entries welcome).
2. Tweet your picture, bonus points for mentioning an improvement you/your team is currently undertaking. Don't



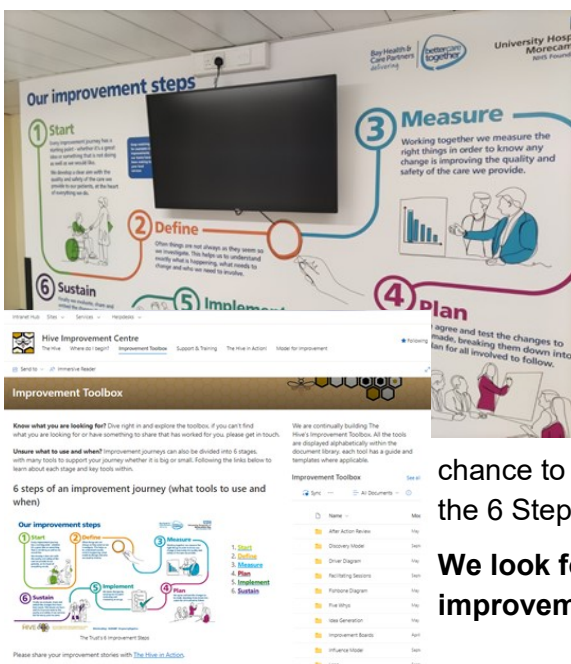
forget to tag [@thehivebhcp](#) and your colleagues in your tweet (if you do not have twitter, email TheHiveBHCP@mbht.nhs.uk us your picture so we can tweet it on your behalf).

*Murals can be found on UHMBT's main Hospital sites:

- Westmorland & Furness General Hospitals: on the main corridor between the main entrance and lifts
- Royal Lancaster Infirmary: on the wall outside the Ashton Restaurant entrance on the lower level of the Centenary building

Do this between now the end of November to be in with a chance to win one of these great 'Hive themed' prizes, best promotion of the 6 Steps wins.

We look forward to seeing your pictures and hearing about your improvements. Good Luck!



Referrals to Community Heart Failure



This pathway is now available to all Acute teams working across MBHT that require patients to be seen in the community.

As a Strata user, the pathway is now available for you to refer people who you would feel would benefit from this service. Simply log into Strata via Lorenzo extensions completing all mandatory fields.

Enabling this Pathway as a Strata eReferral across all senders in Morecambe Bay means that patient referrals for this service are managed directly by the Community Heart Failure Team once the referral is received. The referral can be seen within the Patients Lorenzo documents.

If you have any issues accessing the care type or need a Strata account setting up, contact UHMBT i3 Service desk on 01524 516000 or servicedesk@mbhci.nhs.uk available 24 hours per day, 7 days per week. Alternatively, please contact Strata Support at strata.support@mbht.nhs.uk. Monday to Friday 9am to 5pm.

Barrow nursery stay and play sessions



Alison and the wonderful team at Barrow nursery invite you to their upcoming stay and play sessions on Thursday 24th and Friday 25th November, from 2-4pm.

You and your little one can look forward to a range of fun-filled activities, as well as meeting others and making friends! It's also the perfect opportunity to chat to the team about our Bright Beginnings curriculum, fees, availability, and your family needs. Call today to book your space on 0330 433 2811. Or why not come and say hi to the nursery team on **Friday 18th November!** They'll be set up in the canteen at Furness General Hospital

from 11am-2pm. This is a great opportunity to meet the Nursery Manager and talk about any questions you might have. [Click here to find out more about our Bright Horizons Barrow nursery!](#)

Health Coaching Skills - Book your place!

The Morecambe Bay Population Health Team continue to roll out health coaching training to upskill health and care professionals to have better conversations and support people to reach their self-identified goals.

The course is for staff who have the opportunity to support people to make behaviour changes that will encourage improved health and well-being. It will provide a range of tools and techniques that will help structure conversations to help individuals to set and work towards goals that are important to them, whether this is about lifestyle changes that will promote better health and well-being, or being better able to manage long term conditions.

This course is currently running as an online workshop consisting of two sessions lasting 3.5 hours each.

Course dates and booking details can be accessed via the online form which can be found at: <https://forms.office.com/r/9sEpev6PUc>. If you have any questions regarding this training, please contact:

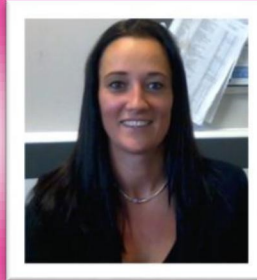
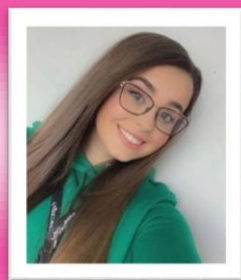
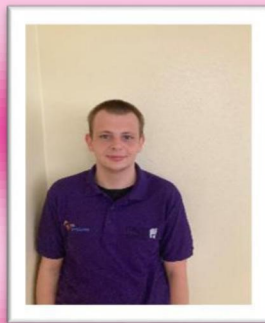
Claire.muir3@nhs.net



DFN Project SEARCH

DROP IN

Thursday 10th November from 1:30pm onwards at
The Lecture theatre, Furness General Hospital.



We would like to invite all staff from across the Trust to come along to our drop-in session and meet Furness General Hospital first year DFN Project SEARCH interns.

You may have seen us in our purple Project SEARCH tops working in various departments in the hospital. If you would like to know more about us and Project SEARCH then please come along and say hello.

We are excited to meet you all and answer any questions you may have. We may even throw in a coffee and a biscuit



INSPIRA
Inspiring you



University Hospitals of
Morecambe Bay
NHS Foundation Trust



Project | SEARCH®

FURNESS
COLLEGE
Partnership between Furness College and Furness General Hospital

right
2work
part of the Bakken Group

Cumbria
County Council

CARE

Feed back on your education and training

The National Education and Training Survey (NETS) is the voice of the current and future healthcare workforce. It is the only national survey open to all students, trainees and doctors and dentists undertaking a practice placement or training post in healthcare services across England. Find out more on these [FAQ's](#).

The NETS is available to complete on the [NHS/E website](#) until 11:59pm on 30 November 2022.

CancerCare's annual Santa Dash set to bring festive family fun to towns across Morecambe Bay this Christmas



Families are being invited to don their festive finery and make some memories by joining CancerCare's Santa Dash fun runs in Lancaster, Morecambe, Kendal and Millom this Christmas.

This year's Lancaster event will take place on Sunday 27 November at the Market Square starting at 1.30pm while the Morecambe run, from the Morecambe Sailing Club Hut to the Midland Hotel, will take place on Sunday 4 December at 11am. Other Santa Dash events taking place this

year include: Kendal Leisure Centre - Sunday 11 December at 11am and Millom Community Track - Sunday 18 December at 11am. Entry is £6pp or £20 for a family of four. The event is being sponsored by FGH Security and R Leisure Ltd.

For more information visit www.cancercare.org.uk/news-and-events/santa-dash-2022



Photo of the Week

This weeks Photo of the Week is from Joseph Palmer:

"Here is a picture I took in New Zealand.

"It's quite nice cause it's a frame within a frame"

If you'd like to be featured, send a photo that made you smile, your name and a short description to

Weekly.news@mbht.nhs.uk.

Please note: Weekly News is shared with the public via the trust website and on notice boards across the sites.

Trust Procedural Document Library

Please see the link below for procedural documents updated in the last 30 days. If you have any queries contact policy.coordinator@mbht.nhs.uk. [Trust Procedural Document Library - Documents Updated in the Last 30 Days](#)

Have you won the Bay Hospitals Charity Lottery this week?

This week's winning numbers are:

Draw date: Friday 4th November

3 6 3 2 8 2

Play the Bay Hospitals Charity Lottery online now!

Visit www.bayhospitalscharity.org/lottery/

and help make a lotto difference across Morecambe Bay Hospitals.

