

# VOLUNTEER UPDATE



## *Hello again!*

You may remember that we focussed on World Mental Health day in the last issue, October is also used to raise awareness of Black History and Breast Cancer. In this issue of the volunteer update, we've gathered together some information and further reading on these campaigns.

As usual, in this issue we have our current volunteering opportunities and some information on the new Government guidance and how this may impact us.

If you have anything you'd like included in future newsletters, a photograph, useful link or would like to write an article, please just let us know.

We hope you're all keeping well, and if there's anything you need our support with, just get in touch.

## Issue 18

26<sup>th</sup> October 2020

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# Volunteering Opportunities

If you're interested in any of the opportunities below, please contact the team:

**0800 052 1415**

**[volunteering@nottshc.nhs.uk](mailto:volunteering@nottshc.nhs.uk)**

## Volunteer Representative

The Involvement, Experience & Volunteering Team are looking to have a panel of volunteers to consult about how we start to reopen the Centres in the coming months and resume volunteering activities.

If you're interested in working with us to help us ensure that we're supporting existing volunteers as well as new volunteers as best we can with the restrictions currently in place, we'd love to hear from you.

There are no set dates yet, Laura and Lyndsy will plan in dates to try and suit everyone interested. Meetings could be held using Microsoft Teams or in the Centres if restrictions allow.



## Green Impact Assistant

We're looking for Green Impact Assistants and Admin Assistants to help support the scheme which has relaunched Trust-wide for 2020. The scheme aims to improve the sustainability of our Trust and volunteers would be matched to teams taking part.

The time commitment for this role is flexible depending on the team you're paired with and how much time you're able to give.

If you're interested in working with teams across Nottinghamshire Healthcare to help improve their sustainability and make a difference to the environment, contact us for more information.



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## Content Creators

The Involvement, Experience and Volunteering Team have been using this Volunteer Update Newsletter to keep in touch with volunteers, send out opportunities and share information.

We'd love for parts of the newsletter to be written by volunteers. This could be writing articles, providing photos, gathering information and links for awareness campaigns, whatever your strength is.

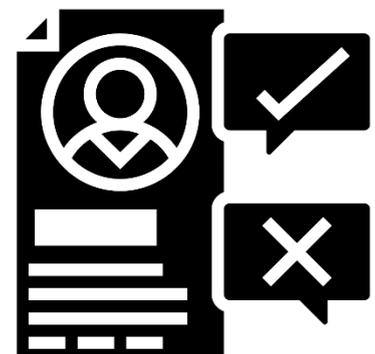


This would be a fairly flexible role, with newsletters being sent out every two weeks. The team can provide support by phone, email or virtually. If you needed to use computer equipment in the Centre, this can be arranged with the team as needed.

## Complaint Files Audit Meeting

This role involves reviewing complaints received by the Trust. The meeting is held with Trust staff and volunteers and has been initially planned for the 4<sup>th</sup> November, 9:30am-12pm at Highbury Hospital.

All meetings will be dependent on current Government guidelines and COVID restrictions. Details of follow up meetings are not confirmed yet.



Volunteers attending this meeting will need to be able to read through complaints and then take part in discussion with others before agreeing recommendations and feedback.

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**0800 052 1415**

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### Adult Mental Health Ward Experience Volunteer

We have an opportunity for four volunteers to attend the wards at Highbury Hospital. Volunteers will be assigned to a ward and will be asked to attend weekly.

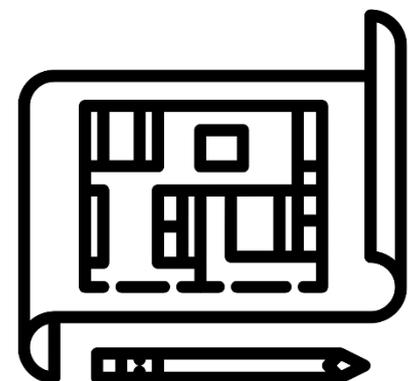
Volunteers will work closely with staff to gather feedback and attend the regular patient meetings, feeding back information and issues to relevant people.



To volunteer for this role, you will need to have your mandatory training and DBS in date. You will also be required to have a Risk Assessment completed by your Volunteer Support Officer.

### Co-designing Millbrook Older People's Mental Health Services

Over the next year the adult mental health wards at the Millbrook site will be moving to a new location. This gives Mental Health Services for Older People (MHSOP) the opportunity of developing the remaining space for their needs. We would like to set up a group of service user, carers and experts by experience in order that the 'patient voice' can be included in the organisations' discussions on refurbishing the Millbrook site.



We are hoping to set up a regular meeting once a month which will be approximately 2 hours long. If you are unable to volunteer, but would like to receive updates and offered the opportunity to feedback, please get in touch with us.

## The Involvement Centres



Both centres are now open and are staffed regularly. We've moved from having set days we're open to being more responsive and flexible to better support volunteer commitments and virtual meetings within the Centres. The team are still working during the week and should be available if you contact us by email or phone.

Instructions on the precautions we're taking due to Coronavirus are available as you enter each Centre. We're also asking everyone to wear the blue masks we're providing whilst in the Centres, in line with guidance given by the Trust to staff.

If you want to come in to see us in person or have a meeting you're attending by Microsoft Teams and need computer access, please just get in touch with a member of the team and we'd be happy to arrange a time to suit.

**Unfortunately, due to risk and social distancing, we can't support volunteers attending the Centres without prior appointments.**

We'll update you of any changes as restrictions and alert levels fluctuate across our services.

## A quick reminder about keeping information confidential

Those of you who were attending patient forums and meetings before the pandemic will be used to receiving papers by email (e.g. agenda, minutes). Mostly, we (or the meeting organiser) would have sent these to your volunteering email (yourname@nottshc.nhs.uk).

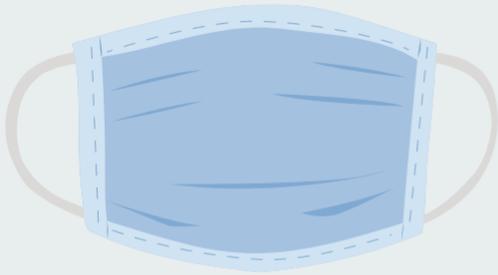
Now that many of you are joining patient forums and meetings as virtual guests from home, you will be sent papers to your personal email address (unless you are coming into one of the centres to use the computers or laptops). Before the pandemic this would have been discouraged because ideally papers relating to the Trust's work should only be shared amongst staff and volunteers using trusted NottsHC email accounts. Nowadays, it's important that you can access these at home using your preferred email address.

We just wanted to remind you that **information or papers of any kind should be treated as confidential**. They should not be forwarded to anyone else and they should only be printed if necessary (and destroyed immediately after the meeting). It is unlikely that you will receive anything that identifies patients, but some of the information you receive would be classed as 'sensitive' – as it relates to the care provided to patients and the Trust's business.

You have all completed Information Governance training, and in the case of those involved with forensic services, you will have had further training relating to safety and security in secure hospitals. If you would like a refresher on this, or have any questions, please contact us on 0800 052 1415 or [volunteering@nottshc.nhs.uk](mailto:volunteering@nottshc.nhs.uk).

# Help us keep the Centres safe

## Masks



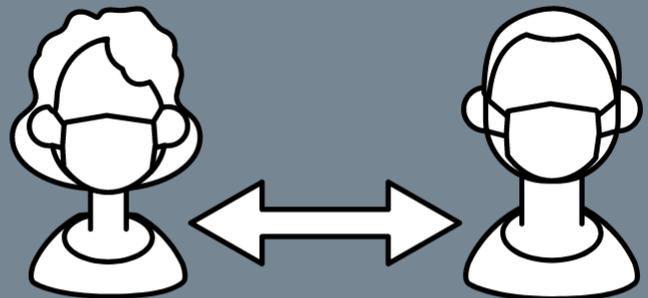
Blue masks must be worn when in the Centres.

They can be removed when you are in an office alone, and for a maximum of 15 minutes to eat or drink when in a shared space.

## Space

Whenever possible, maintain social distancing of 2 metres.

We're limiting the number of people in the Centres to allow for social distancing.

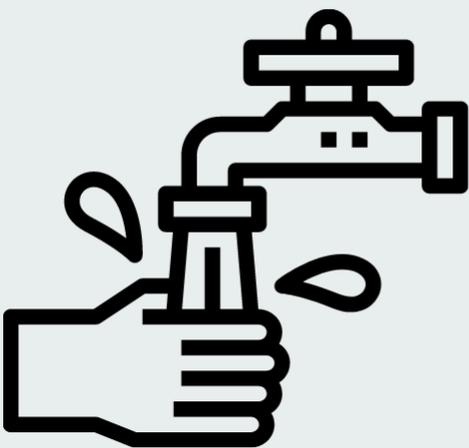


## Clean

We encourage regular hand washing and sanitising and this is mandatory on entering the Centre.

All equipment and kitchens should be wiped down after use.

Please only bring what you need to use.



# Nottinghamshire Healthcare Update

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Highlights from John Brewin's daily staff briefings.

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## Notts Covid Vaccination Programme Support

Staff were all emailed a letter on behalf of the Trust and the Nottingham and Nottinghamshire Integrated Care System (ICS) to explore if they would be willing to support with a COVID vaccination programme in Nottinghamshire at some point in the future. There is still a lot to understand about how a vaccination programme would work and the detail is yet to be established. We do not know when the COVID vaccine will be available but we do want to start our Nottingham and Nottinghamshire workforce planning so we are ready to support the vaccination programme when it is launched. The Involvement, Experience and Volunteering Team are exploring the possibility of volunteers being involved in this programme also.

## Freedom to Speak Up eLearning Programme

To mark October's Freedom to Speak Up month, a new e-learning programme has been produced by Health Education England e-Learning for Healthcare (HEE e-LfH) with the National Guardian Office. Freedom to Speak Up in Healthcare in England is aimed at everyone within the NHS including colleagues, managers and senior leaders, as well as volunteers, learners, students and those in training. The programme helps learners understand the vital role they can play and the support available to encourage a healthy speaking up culture which protects patient safety and enhances colleague experience.

# Nottinghamshire Healthcare Update

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Highlights from John Brewin's daily staff briefings.

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## Virtual Black History Month Event

The Nottingham and Nottinghamshire ICS will be marking this year's Black History Month with a virtual partnership event on **Thursday 29 October 2020 from 12pm-2pm** using MS Teams. This is your opportunity to learn, show support and solidarity and celebrate Black History! Black History is about all our histories so if you don't identify as BME/BAME we'd love you to show your support for people who are, as an ally.

We hope you can join in on the day or watch the recording after the event- [click here](#)



## Covid – the importance of PPE

We keep talking about the correct use of PPE because it is the best way you can look after yourself and each other. There have been a number of occasions where people have lapsed in the use of PPE, either while working, or while taking a well-earned break. We are all human and we all make mistakes, lapses do happen and we do not, and will not, blame anyone for this.

The proper use of PPE is one of the most effective ways to protect yourself and others from Covid-19. Please make sure you know the guidelines and advice for the area in which you work and please remember that you need to continue to use PPE when you are away from patients and service users too, to protect yourself and your colleagues, for example in the office environment, whilst taking breaks and when car sharing.

# LOCAL COVID ALERT LEVEL

# MEDIUM

## Social Contact



Rule of six indoors and outdoors, in all settings.

## Weddings and Funerals



Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies.

## Overnight Stays



Overnight stays permitted subject to social contact rules.

## Working from home guidance



Work from home where possible.

## Shopping and Retail



Open.

## Leisure and gyms



Open.

## Hospitality



Open with some restrictions including 10pm closing time and table-service only.

## Entertainment and tourist attractions



Open, except nightclubs and adult entertainment.

## Education



Schools, FE colleges open. Universities must reflect wider restrictions.

## Healthcare Services



Open.

## Residential Care



Open to external visitors with additional precautions, subject to individual care provider guidance.

## Travel and Transport



No travel restrictions within area. Avoid travel into Local COVID Alert Level Very High areas where possible.

## Sporting Activity



Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).

## Worship



Open, subject to social contact rules.

## Childcare



Registered and wraparound childcare open. Supervised activities permitted in private homes. Children's groups permitted.

## Youth Clubs and Activities



Permitted.

There are three simple actions we must all do to keep on protecting each other:



**Wash hands**  
keep washing your hands regularly



**Cover face**  
wear a face covering in enclosed spaces



**Make space**  
stay at least 2 metres apart - or 1 metre with a face covering or other precautions

For more information and detailed guidance visit:  
[gov.uk/coronavirus](https://www.gov.uk/coronavirus)



## LOCAL COVID ALERT LEVEL

**HIGH****Social Contact**

1 household / bubble indoors. Rule of six outdoors.

**Weddings and Funerals**

Up to 15 guests for weddings and up to 30 guests for funerals. 15 for receptions, wakes and related ceremonies.

**Overnight Stays**

Overnight stays permitted subject to social contact rules.

**Working from home guidance**

Work from home where possible.

**Shopping and Retail**

Open.

**Leisure and gyms**

Open.

**Hospitality**

Open with some restrictions including 10pm closing time and table-service only.

**Entertainment and tourist attractions**

Open, except nightclubs and adult entertainment.

**Education**

Schools, FE colleges open. Universities must reflect wider restrictions.

**Healthcare Services**

Open.

**Residential Care**

Closed to external visitors other than in exceptional circumstances.

**Travel and Transport**

May continue to travel to open venues, but reduce number of journeys where possible. Avoid travel into Local COVID Alert Level Very High areas where possible.

**Sporting Activity**

Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).

**Worship**

Open, subject to social contact rules.

**Childcare**

Registered and wraparound childcare. Supervised activities permitted in private homes. Children's groups permitted. Childcare bubbles for under 14s.

**Youth Clubs and Activities**

Permitted.

There are three simple actions we must all do to keep on protecting each other:



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For more information and detailed guidance visit:  
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## LOCAL COVID ALERT LEVEL

**VERY HIGH****Social Contact**

1 household / bubble in most locations, indoors and outdoors. Rule of six applies in some outdoors settings like parks, public gardens and sports courts.

**Weddings and Funerals**

Up to 15 guests for weddings and up to 30 guests for funerals. 15 for wakes and related ceremonies. Wedding receptions not permitted.

**Overnight Stays**

Those in area advised against overnight stays in other parts of UK. People outside area advised against overnight stays in area.

**Working from home guidance**

Work from home where possible.

**Shopping and Retail**

Open.

**Leisure and gyms**

Any closures or additional restrictions subject to consultation.

**Hospitality**

Pubs and bars must close except where they operate as a restaurant, meaning they can only serve alcohol with a substantial meal. Further closures subject to consultation.

**Entertainment and tourist attractions**

Any closures / additional restrictions subject to consultation. Nightclubs and adult entertainment remain closed.

**Education**

Schools, FE colleges open. Universities must reflect wider restrictions with option to move to greater online provision.

**Healthcare Services**

Open.

**Residential Care**

Closed to external visitors other than in exceptional circumstances.

**Travel and Transport**

May continue to travel to open venues, but reduce number of journeys where possible. Avoid travel where possible in or out of the affected area with exceptions including work and school.

**Sporting Activity**

Organised sport / licensed physical activity allowed in outdoor settings. Indoor organised sport must follow social contact rules (other than youth or disabled sport).

**Worship**

Open, subject to social contact rules.

**Childcare**

Registered and wraparound childcare. Supervised activities permitted in private homes. Children's groups permitted. Childcare bubbles for under 14s.

**Youth Clubs and Activities**

Permitted.

There are three simple actions we must all do to keep on protecting each other:



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## Local Area Updates

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Information and updates from the Nottinghamshire area and partner organisations.

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### Public face

Public Face shares news about patient and public involvement (PPI) activities in health, social care and research to 491 stakeholders in the East Midlands and beyond. It contains snippets about national and local news and involvement opportunities to help you find out more and get involved.

[Click here for the latest newsletter.](#)



### Community & Voluntary Services

All the latest news, training, jobs, events and more from the voluntary, community and social enterprise sector.

[Click here for the latest news and events from Nottingham.](#)

[Click here for their latest news and events from Bassetlaw.](#)



### Pegasus – making emergency services more accessible

Pegasus is a service that makes contacting the emergency services more accessible to those who are deaf, hard of hearing, disabled or vulnerable. The database is operated and maintained by Nottinghamshire Police and used by Nottinghamshire Fire and Rescue Service and East Midlands Ambulance Service (Nottinghamshire). It is free to join for anyone who lives in Nottinghamshire.

[Click here for more information.](#)

# Black History Month

Black History Month began as a way of remembering important people and events in the history of the African diaspora. It is celebrated in February in the United States and Canada, while in Ireland, the Netherlands, and the United Kingdom it is observed in October. (Source: Wikipedia)



For more information, articles and resources, take a look at the Black History Month website: [blackhistorymonth.org.uk](https://blackhistorymonth.org.uk)

## Books, Blogs, Articles and further reading (recommended from Equality & Diversity Dept):

- [Inclusion: The DNA of Leadership and Change](#)
- [Leaders Cannot Claim to be Compassionate if they're Not Inclusive](#)
- [How Organizations Can Support the Mental Health of Black Employees](#)
- [Health Equity in England: The Marmot Review 10 Years On](#)
- [Understanding White Privilege - Livi](#)
- [10 Things You Should Know About White Privilege- National Indigenous Television \(Australia\)](#)
- [What White People Can Do to be Better Anti-racists- Hope Not Hate](#)
- [The Disparities in Health Outcomes During Covid-19- The King's Fund](#)
- [Why Being Black Feels So Overwhelming Right Now- Gabriella Effie Forson](#)
- [Let's Talk About Race- Business in the Community](#)
- [Why I'm no longer talking to White People about Race- Reni Eddo-Lodge](#)
- [Ethnic minority NHS staff stories](#)
- [When and how to respond to microaggressions](#)
- [How microaggressions play a traumatic part in everyday racism](#)
- [Tiny ways you are offensive and don't even know it](#)

## Wellbeing Information: Breast Cancer Awareness

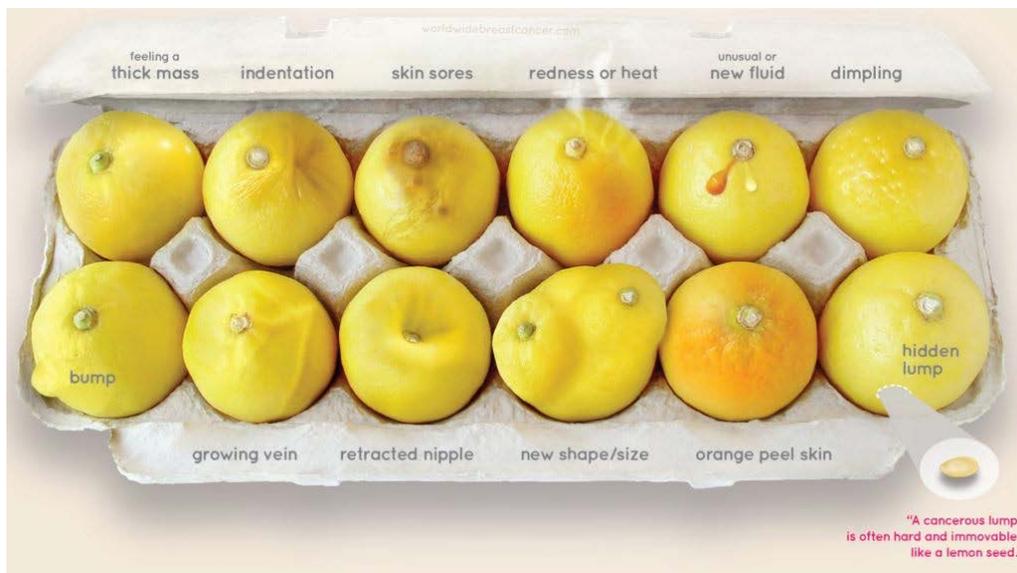


Each year, about 55,000 women are diagnosed with breast cancer in the UK. It is more common in women who are aged 50 and over. Breast cancer in men is rare. About 390 men in the UK are

diagnosed with breast cancer each year. Men have a small amount of breast tissue behind their nipples, where breast cancer can develop. (Source: Macmillan)

Learn how to perform a self check: [breastcancer.org](https://breastcancer.org)

For signs and symptoms in men: [macmillan.org.uk](https://macmillan.org.uk)



### Support Organisations:

- [How should I check my breasts? - NHS](#)
- [Information and support - Macmillan](#)
- [Information and support - Breast Cancer Now](#)
- [Information and support - Maggie's](#)
- [Information and support - Cancer Research UK](#)