

PORTSMOUTH AND SOUTH EAST HAMPSHIRE HEALTH AUTHORITY

DISTRICT OFFICES,
ST. MARY'S HOSPITAL,
PORTSMOUTH, HANTS.
PO3 6AD

Portsmouth (0705) 822331 Ext.

Briefing Team Absentees.....
Date and time briefing held.....
Briefing Team Leader

Note to Briefing Team Leader

- 1 This brief provides the core message – add this information to your own briefing material.
- 2 Convey the meaning in your own words, which you know will be understood, and where possible illustrate with a practical example that is relevant to the team.
- 3 Words or phrases which need to convey a precise meaning will be underlined. These should not be changed in briefing.
- 4 Encourage questions. If you do not know the answer, make a note, get the answer and give it to the questioner within 48 hours.
- 5 Ensure that you have prepared your own local brief, and have it checked by your manager, before he/she briefs you.

SUBJECTS AND KEY POINTS	NOTES
<p>1. <u>REDEVELOPMENT OF ST. MARY'S HOSPITAL</u></p> <p>Formal approval of the next phase of the redevelopment of St. Mary's Hospital awaited - should be given by the Wessex RHA within 3 weeks. Will provide new inpatient accommodation, outpatient facilities and day unit for children. The new unit will also include a new Neonatal Unit.</p> <p>Involves substantial demolition of existing old buildings and major enabling work for engineering services.</p> <p>2. <u>DISTRICT ALCOHOL POLICY</u></p> <p>Two training days held so far; 2 further one-day training sessions scheduled for 19th and 20th July 1989. These are appropriate for managers/ those with a Health and Safety responsibility. Nominations to attend to be sent via your manager to Mrs. Isobel Bebbington, Senior Alcohol Adviser, Nelson Unit, St. James' Hospital (Ext. 4380).</p>	<p>ALL CHILDRENS WARDS</p>

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<p>2. <u>DISTRICT ALCOHOL POLICY (Contd.)</u></p> <p>Roadshow is visiting hospitals and health centres in the Authority throughout June - see advert in Unit newsletters.</p> <p>All members of staff should have received their own information leaflet by now. Copies of the full policy available for perusal from Unit Personnel Departments.</p> <p>3. <u>WAITING LISTS</u></p> <p>The latest figures continue to show a drop (at some point soon they must surely bottom out!).</p> <p>4. <u>STAFF LOTTERY</u></p> <p>To start in October. Shares cost £1 per month, deducted from salaries and wages. Assuming 4000 shares purchased in the District, prizes will total £1300 per month, including £500 top prize and 22 smaller amounts. Each spring an additional draw for £1000 holiday voucher - each autumn (beginning 1990) draw for a car worth £6000.</p>	<p>SINCE 1977.</p> <p>LOTTERY TICKET.</p>

QUESTIONS ASKED	ANSWERS GIVEN

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<p>4. <u>STAFF LOTTERY</u> (Conted.)</p> <p>Joining forms from Personnel to be returned to Treasurer by end of August to qualify for first draw.</p> <p>Money raised to be shared between Units for extra items of new equipment etc.</p> <p>5. <u>DEVELOPMENTS</u></p> <p>Congratulations to Q.A. for the new entrance foyer. - <i>with Apps</i> -</p> <p>Block allocations for other capital schemes at Unit level, allocated as follows:-</p> <table data-bbox="263 850 815 1009"> <tr> <td>St. Mary's</td> <td>£150,000</td> </tr> <tr> <td>Queen Alexandra</td> <td>£150,000</td> </tr> <tr> <td>Community</td> <td>£100,000</td> </tr> <tr> <td>Mental Illness</td> <td>£50,000</td> </tr> <tr> <td>Mental Handicap</td> <td>£50,000</td> </tr> </table> <p>6. <u>STUDY OF I.T. TRAINING NEEDS</u></p> <p>I.B.M. have given support for a major study of staff training needs in information technology. The consultant from I.B.M. is Richard Sharp. The study should be completed within four months.</p>	St. Mary's	£150,000	Queen Alexandra	£150,000	Community	£100,000	Mental Illness	£50,000	Mental Handicap	£50,000	<p><i>profits to units.</i></p>
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