

## HR update 20 April 2020: Factsheets and FAQs

During these unprecedented times, we would like to ensure all CCG staff are supported by signposting you to useful national information and resources that are available for all NHS staff in relation to working arrangements and health and wellbeing. We have produced a number of factsheets and a frequently asked questions document that are available for all NCL CCG staff to access.

## **Frequently Asked Questions**

A Frequently Asked Questions (FAQs) document has also been produced to answer some of the questions regularly asked by staff as we feel it will be useful for all staff to have access to this information. The FAQs are grouped into the following themes:

- Recording working arrangements and absence on the Workforce system
- Taking annual leave during the Covid-19 pandemic
- Self-isolation
- Social distancing in the workplace
- Staff support
- Unsocial hours working and pay arrangements
- Redeployment to partnering NHS organisations.

The FAQs can be accessed via the FAQs tab on the <u>Covid-19 HR page</u>. We will update this document regularly as more information and advice becomes available.

## **HR Factsheets**

The following HR Factsheets have been developed to provide further information and support to staff on the following areas during this time:

- Fitness Studio Exercises at Home
- Access to free Health and Wellbeing Apps
- NHS Staff Discount, Offers and Priority Shopping Hours
- NMC and GMC Revalidation Extensions and Temporary Registration
- Returning to work in the NHS (for both retirees and staff returning early from maternity, adoption and shared parental leave)
- Guide to recording Covid-19 Absence and Work Arrangements on the Workforce System
- Access to Schools and Childcare of Key Workers.

The HR factsheets are accessible via the Factsheets tab on the Covid-19 HR page.

## Further information and dedicated HR address for Covid-19 enquiries

The information contained in the FAQs and HR Factsheets are in accordance with the latest regional and national guidance. As the situation is continuously evolving the guidance and information may be subject to change at short notice and HR will endeavour to keep this information as up to date as possible. If you have any further questions or would like any further information, please contact the HR team via the dedicated Covid-19 email: <a href="mailto:nclccg.hrcovid19@nhs.net">nclccg.hrcovid19@nhs.net</a> in order to arrange to speak to a member of the HR team.

Wishing everyone a safe and healthy week ahead!

North Central London CCG HR and OD Team