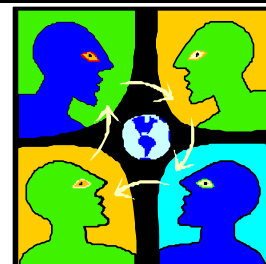




## The 3<sup>rd</sup> Occupational Health Conference for Primary Care “Sharing Solutions” Thursday 28<sup>th</sup> November 2002 at St Mellion Golf & Country Club Event is Postponed



Due to unforeseen circumstances we have taken the decision to postpone our 3<sup>rd</sup> Annual conference - many apologies to anyone who has been inconvenienced.

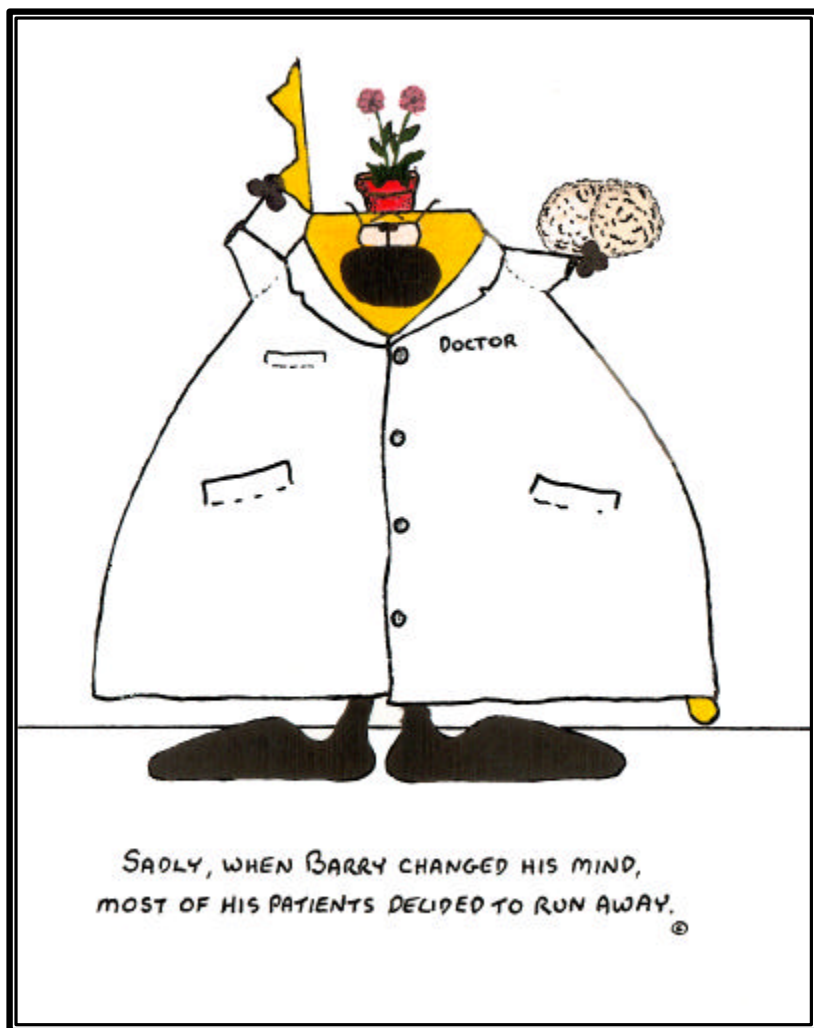
Those of you who had already registered for the event should have received your reimbursed booking fee – if not please contact Jen Townsend at Devon LMCs (01392 834020).

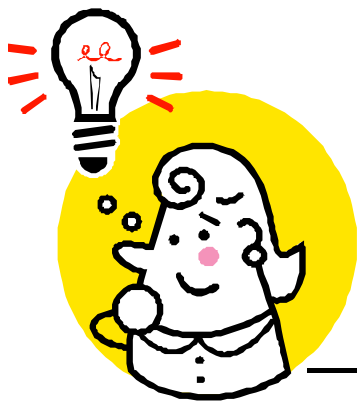
We hope that by rescheduling the Conference for October next year (date to be confirmed) that more of you will be free to come.

To recap:

- The new timing for the 3<sup>rd</sup> Occupational Health Conference is October 2003
- There will be an additional guest speaker – to be announced nearer the time
- The day will attract 6 PGEA points
- The delegate fee will be approximately £40 for staff in Primary Care from Devon & Cornwall

Flyers and booking forms for the Conference will be issued nearer the time but we will personally contact anyone who registered this year, on the assumption that they will want to come to the rescheduled Conference.





## ***Continuing on the theme of Solutions***

As a result of organising the above Conference we have been contacted by many of you with some excellent ideas on **simple solutions** within Primary Care. Many of those supplying these ideas were unable to attend the Conference (one of the reasons for our postponement), but we would like to share some of them via this newsletter.

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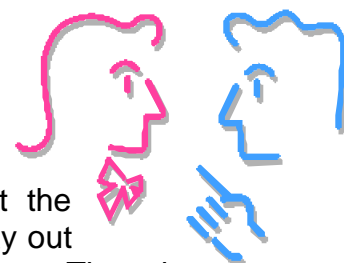
### **Solutions in GP Practices**

Practical solutions to everyday problems may appear blindingly obvious to some of us or they may seem revolutionary and new. Whichever applies to you and your Practice, the solutions below are offered as suggestions that might initiate some discussion:

Many thanks to Lis Bridgeman and the Torbay Practice Managers Group for the following ideas:

#### **❖ Financial Buddying Arrangements**

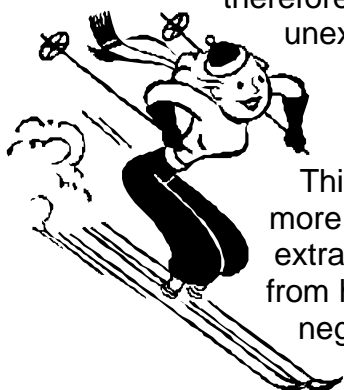
This is an arrangement between two neighbouring Practice Managers to cover extraordinary times (eg when a PM is off sick or delayed returning from holiday etc). The agreement means that the neighbouring PM can access the staff payroll system – purely to pay out the monthly salaries and not to access any other financial information. There is, therefore, the reassurance that staff will get paid even in the event of an unexpected crisis.



#### **❖ Additional locum cover to cushion a GP on returning from holiday**

This is particularly pertinent for smaller Practices where GP cover is more difficult to arrange 'internally'. It could be considered an extravagance to pay for a locum session simply to allow a GP returning from holiday to get up to speed – but the benefits of a holiday are quickly negated by a backlog of work on top of fresh demands from patients.

This can be a good use of 'Access' monies.



#### ***As an extension to the above***

We, the OH Service, would strongly recommend that Practices approach their sickness cover Insurers to pay for an extra week's locum cover when a GP is returning from sickness absence. Indeed, if a GP has been off sick for sometime, it is highly advantageous for all parties to negotiate a phased return to work, using the Insurers to cover locum costs. This has been done very successfully – please do not hesitate to contact us if you would like more information/advice.

Please do not hesitate to contact us if:

- You have experience, either good or bad, of the solutions printed above
- You have found a solution that works for you
- You have got an issue that you feel you cannot solve and you would like other people's views/ideas on it

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**We Will Publish More Solutions In Future Newsletters!**



# Tipsy Cake or Getting in the Festive Spirit...

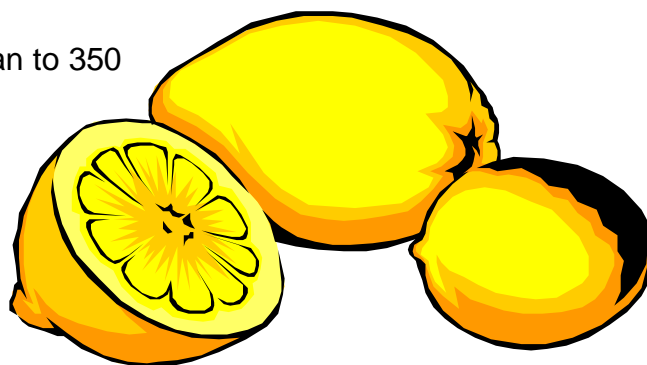
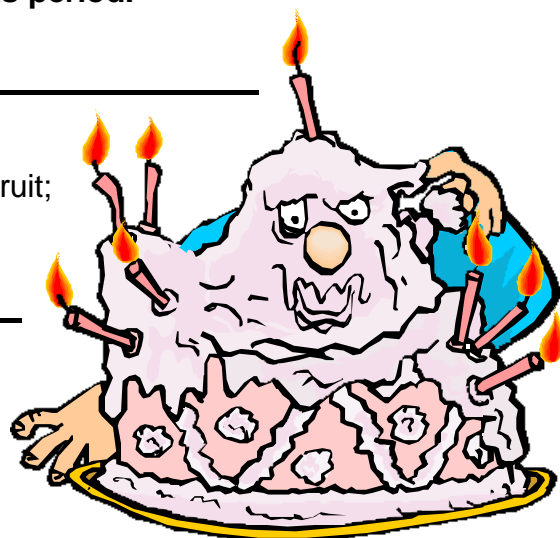
Or a light-hearted introduction to the Christmas period.

## Ingredients:

1 cup butter; 4 large eggs; 1 tsp baking powder;  
1 cup brown sugar; nuts; 1 cup flour; 1 cup dried fruit;  
1 tsp salt; lemon juice; 1 bottle whisky

## Method:

- Sample the whisky to check for quality.
- Take a large bowl.
- Check the whisky again to be sure it is of the highest quality. Pour one level cup and drink.
- Turn on the electric mixer. Beat one-cup butter in a large fluffy bowl.
- Add one-teaspoon sugar and beat again. Make sure the whisky is still OK.
- Cry another cup.
- Turn the mixer off break two leggs and add to the bowl and chuck in the cup of dried fruit.
- Mix on the turner.
- If the fruit gets stuck in the beater pry it loose with a drowscriver.
- Check the whisky again for tonsistency.
- Next sift two cups of colt, or something, who cares?
- Check the whisky.
- Now sift the lemon juice and strain your nuts.
- Add one babblespoon of brown sugar or whatever colour you can find.
- Mix well.
- Grease the oven turn the cake pan to 350 degrees.
- Don't forget to beat off the turner
- Throw the bowl out of the window, check the whisky again and go to bed!





## REMINDER - Pre-Employment Health Screening for New Staff

Many of you are already successfully using this service and we hope you agree that the system runs smoothly with little or no delay to your staff appointment schedules.

Please can we remind you to include the 'Risk Assessment' form with the individual's completed health questionnaire (the latter sealed within a separate envelope) – it is this form that tells us what job the individual will be doing and therefore we can best advise you on the individual's fitness to do a particular job.

Please note our change of office address below – pre-employment paperwork must be sent there as from **December 2<sup>nd</sup> 2003**

## New Office Premises for the Occupational Health Service

With both the Devon LMCs and the Cornwall & IoS LMC moving offices within the last 6 months, we didn't want to be left out!!

With effect from Monday 9 December 2002,  
Georgina will be based at:

**Meridian House  
Heron Way  
Truro TR1 2XN**



**Telephone and fax numbers remain the same**

**Tel: 01872 274374**

**Fax: 01872 274378**

Sue and Lesley's contact details remain the same:

### Contact Details

	<b>0117 923 2381 any Wednesday from 9:00am – 5:00pm</b>
	<b>You can fax us at any time on: 0117 923 2382 or 01530 224 762</b>
	<b>You can email us any time at: <a href="mailto:sue@abbottburke.co.uk">sue@abbottburke.co.uk</a> <a href="mailto:lesley@abbottburke.co.uk">lesley@abbottburke.co.uk</a> or <a href="mailto:georgina@abbottburke.co.uk">georgina@abbottburke.co.uk</a></b>
	<b>Sue Burke/Lesley Abbott postal address: 33 Logan Road, Bishopston, Bristol BS7 8DS</b>
	<b>Georgina Wingfield can be contacted via Meridian House, Heron Way, Truro R1 2XN Telephone No: 01872 274374 - Fax No: 01872 274378</b>

