

Management Topics & Leadership Skills for Senior Doctors Course

Course Duration – 3 days

Maximum Delegates – 16

CPD Points – 18

Cost – £749.00

Locations – Birmingham, Edinburgh, London



What skills will you gain?

During the programme, each delegate will learn and practice skills and techniques of a practical nature that can be applied into the work-place.

Skills which will be acquired include:

- Understand the principles of advanced leadership and management approaches
- Exploring various leadership models within a healthcare setting
- Exploring NHS hierarchy and current management and political issues
- Learning how to lead and motivate a team of healthcare professionals
- Increasing your confidence to lead within a healthcare setting

Course Objectives

In this course, suitable for ST4 doctors and above, we will demonstrate that leading at a senior level is essential and this needs the development of the right kind of leadership skills, some of which may be a departure from traditional methods. In order to employ these skills, it is essential that the (NHS) political and funding framework is understood. This programme describes the framework and explores various views and techniques concerning leadership in large organisations today. It will focus on increasing personal effectiveness and will allow participants to consider their own style currently and into the future.

The course content covers:

- Introductions and learning objectives
- The management and maintenance of change
- NHS structure and finance
- Local structure, finance and hot topics
- Ways of improving NHS performance
- The six elements of a successful organisation
- Visions and values
- Situational leadership
- Role-plays and case studies

During the programme, each delegate will learn and practice skills which have a practical nature and can be applied in the work-place. They will:

- Explore the structure and politics of the NHS
- Be given an overview of finance, budgeting and local trust structure
- Re-visit Clinical Governance; managing risk business cases
- Keep a record of their learning experiences so that learning points can be reflected upon and referred to after the programme
- Identify the main changes needed to improve their organisation from a collective view
- Learn the six essential elements of a consistently successful organisation
- Create a vision for their organisation
- Identify the clear values of good leadership and the way it affects employees
- Identify ways of flexing behavioural style in different situations
- Learn how the situational leadership model can help with introducing empowerment
- Determine their own leadership perspective
- Learn about leadership today and issues facing senior doctors

Methodology

The programme is a combination of discussion, creative thinking, role-playing, case studies and exercises. There is always a way to help you learn!

Course Programme

Day One

09:30-10:00	Welcome & Introductions
10:00-10:30	What steps should be taken to improve the performance of the NHS?
10:30-11:40	The six elements of a successful organisation Includes break & Team/Trust Quiz
11:40-12:30	Vision and Values
12:30-13:15	LUNCH
13:15-15:15	Situational Leadership
15:15-15:30	Break
15:30-16:00	Situational Leadership cont'd
16:05-16:35	Determining your Leadership Point of View
Evening:	Short questionnaire

Day Two

09:30-10:00	Review of Day 1
10:00-11:00	Case Studies 1 & 2
11:00-11:15	Break
11:15-12:15	Case Studies 3 & 4
12:30-13:15	LUNCH
13:15-15:00	Role Play in Groups
15:00-15:15	Break
15:15-16:15	Q & A Session
16:15-16:45	Review Days 1 & 2 and develop action plans

Day Three

09:30-10:00	Outline & Agenda
10:00-11:00	Doctors as managers – the philosophy Management and maintenance of change
11:00-11:15	Coffee
11:15-12:30	NHS Structure and Finance
12:30-13:00	LUNCH
13:00-16:00	Local structures, finance and hot topics
16:00-16:45	Recap, review, set action plans

Purchasing the Course

To book onto our Management Topics & Leadership Skills for Senior Doctors Course, you can:

- Visit our website where you can book onto this course by card, cheque or invoice request
- Ring our office at 0115 7200 025 and book over the phone
- Complete the attached booking form and post or fax it back to us

COURSE ORDER FORM

Please complete all applicable information below

1. FULL NAME _____

Please write your name in the same way as it appears on your Booking Form and underline your surname/family name

TITLE _____ **GRADE/SPECIALTY** _____

ADDRESS _____

_____ **POST CODE** _____

E-MAIL ADDRESS _____ **TELEPHONE NUMBER** _____

Course materials will be sent to you via post upon receipt of payment, it is therefore essential that you provide the contact details requested above to ensure safe delivery.

2. COURSE TITLE: _____

DATE OF ATTENDANCE _____ **DURATION** _____

LOCATION _____

3. PAYMENT DETAILS

I enclose payment of £_____ with this form – Please make cheques payable to ‘Developmedica’ (*see website for course fees and dates*)

My sponsoring institution will be paying my course fee directly to Developmedica (*please include cheque*)

My sponsoring institution will require an invoice before a payment can be made

4. PAYEE INSTITUTION DETAILS

INSTITUTION (*e.g. Deanery, General Practice, Healthy Authority*) _____

CONTACT NAME _____

Please provide the full name of the payee to which the invoice should be sent

ADDRESS _____

_____ **POST CODE** _____

E-MAIL ADDRESS _____ **TELEPHONE NUMBER** _____

An invoice will be sent to your sponsor via email or post (if requested) to the sponsor listed above. It is therefore essential that you provide the contact details requested above to ensure safe delivery and correctly book onto your course.

5. DEVELOPMEDICA CONTACT DETAILS

Developmedica
Course Booking
Castle Court
Duke Street
Nottingham
Nottinghamshire
NG7 7JN

CONTACT NUMBER: 0845 8380 571 / 0115 7200 025

WEBSITE: www.developmedica.com

EMAIL: info@developmedica.com

6. TERMS AND CONDITIONS

For cancellations made by delegates for training courses more than four weeks prior to the start date we will refund 100% of fees received from delegates less a refund administration fee of £50 per course. For cancellations made by delegates for training courses made less than four weeks, but more than two weeks before the start date of a course - we will refund 50% of the course fees less a refund administration fee of £50 per course. For cancellations made by clients less than two weeks before the start date of the course no refund of fees will be made.

Attendee Signature: _____

Date: _____

Payee Signature*: _____

Date: _____

*I confirm that I am authorised to make this payment on behalf of _____ (*sponsoring institution*)

Please post back to:
Developmedica
Castle Court
Duke Street
New Basford
Nottingham
NG7 7JN

Or fax to: 0870 8031 430

Or email to: info@developmedica.com