

High Impact Courses with a Maximum of 20 Delegates



Leadership, Management &
Professional Development

Open Courses

Call **01332 418150** or visit **medmeetings.co.uk**

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About Us & Our Courses

About Us & Our Courses

- Low Delegate Numbers
- Always Up-to-Date
- We ONLY Work in Healthcare
- Latest Behavioural Understanding
- Fantastic Feedback

“The best, most thought provoking course I have been to in a long time”

Consultant Ophthalmologist, Royal Hallamshire Hospital, Sheffield

All courses, unless otherwise stated, start at 0930, after registration from 0915, and then finish at around 1630-1645, include lunch, refreshments, CPD certificate and operate a smart casual dress code

Course Pricing

Our courses prices vary in two main ways:

1. The more digital learning included, the slightly higher the price range
2. The earlier you book, the lower the cost

We operate an Easyjet-style pricing structure, meaning places start at, for example, £225 + VAT for the first 5 places, step to £255 + VAT for the next block and then revert to the standard price of £285 + VAT. It's not time-related, it's 'places available at' and so it pays to book swiftly to secure one of the lower price places. For each course, you'll see the 3 levels of price displayed and you can always confirm this for any specific course by going online.

Digital Learning Included

Pretty much all of our courses are a single day in length. Pretty much all of our topics benefit from greater depth. Pretty much everybody struggles to attend more than a single day. We overcome this by offering an unprecedented level of digital learning included in the price. The majority is audio and video-narrated programmes, captured live from courses we have structured specifically for that purpose. It means you get true learning depth and additional CPD points and we can focus on making the days practical, interactive and uncluttered.



Humans always available on 01332 418170

Online Booking

We list all Academyst & Grow Medical courses on Medmeetings, with live place and cost availability. You can visit, browse and book via Medmeetings. If you prefer a more personal touch, just call us on:

- **01332 418150 for Academyst Courses**
- **01332 418160 for Grow Medical Courses**
- **01332 418170 for the Medmeetings Team**

But you can use any of the numbers really and you'll find us!

<https://www.medmeetings.co.uk/>

In-house Training (Bespoke)

We conduct a considerable amount of training in-house, directly with Trusts or groups. Any of our programmes, and a whole bunch more, can be delivered at your premises or venue, tailored to match your requirements exactly or built into a multi-part learning programme with distinct objectives.

To discuss any individual course or a whole programme with distinct learning outcomes, please contact **Sue Bould** on **01332 418152** or email her at:

sue@academyst.co.uk

Advanced Influencing Excellence

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

The ability to influence remains perhaps one of the most vital professional capabilities and is frequently the deciding factor in leadership success or failure, business cases, engagement of staff in transformation and the successful function of clinical medicine. Professionals, irrespective of seniority, have to operate without explicit authority, either vertically or horizontally, often in scenarios that have significant implications for the future. If you can't just tell people what to do, success or failure comes down to your ability to influence & foster consensus. This super-practical course is entirely focused on that singular goal, with a comprehensive programme designed to create a step change in your influence and impact, whether with colleagues or from a wider Trust & management perspective. Firmly grounded in behavioural science, you'll be genuinely amazed at the impact a single day can have. Guaranteed!

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Influencing Upwards & Outwards
(7 CPD points and worth £70 + VAT)

Understanding People
(3 CPD points and worth £30 + VAT)

COURSE PROGRAMME

THE CONTEXT OF INFLUENCING TODAY

- Role & importance of effective influencing
- Influencing in clinical, leadership & managerial success
- Upwards influencing - importance & consequences
- What influencing lessons can we learn from Mid Staffs?
- Typical influencing scenarios and their pitfalls
- Understanding the distinct failure sequence in influencing
- Identifying your own influencing failure mechanisms

INFLUENCING & BEHAVIOUR - THE PEOPLE COMPONENT

- From stimulus to behaviour - understanding the biology
- What are the influences on behaviour?
- Importance of context, conditioning & early experience
- The crocodile versus the cortex
- Understanding behavioural triggers - positive and negative
- Motivations of behaviour - the inner human
- How we process information
- How the inner human - meaning, interpretation & reactions
- Language choice to improve clarity and understanding
- Building rapport, naturally
- Predicting & managing what other people think

INFLUENCING IN ACTION - PRACTICAL APPLICATION

- Adopting a robust model of influencing
- Strategy & planning versus ad hoc and unfolding
- Considering a balance of factors
- Working out what is influencing behaviour
- Utilising a Think, Feel, Do approach
- Adapting influencing strategy & language by audience
- Influencing for being listened to
- Influencing for risk mitigation
- Overcoming the inner crocodile
- Influencing for achievement of goals
- Influencing for engagement
- Developing consensus
- Techniques for overcoming intransigence
- Moving forward when consensus remains elusive

DATES & LOCATIONS

Wednesday 10th October 2018, Manchester Airport

Tuesday 11th December 2018, Central London

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/Effective-Influencing>



Advanced Mentoring for Clinical Staff

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

Effective utilisation of mentoring is widely regarded as one of the most performance enhancing and individual supporting activities in the professional tool bag, whether assisting new team members, developing enhanced capabilities or resolving performance difficulties. Crucial to providing the best support to trainees of those newly in post, it is even more vital in supporting colleagues through challenges or difficulties. Our Advanced Mentoring programme is designed to provide a significantly enhanced ability in a wide variety of circumstances. Highly practical in nature, it utilises a robust framework but with advanced-level behavioural skills to match, all designed to take your mentoring ability to a whole new level. Packed with tools you can use straight out of the box.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Understanding People

(3 CPD points and worth £30 + VAT)

Principles of Effective Feedback

(1 CPD point and worth £10 + VAT)

COURSE PROGRAMME

THE CORE BASELINE

- The multiple roles of mentoring in healthcare
- Different types of mentoring for different purposes or needs
- Proactive versus reactive mentoring
- Setting expectations and contracting
- Defining the areas of focus
- Ensuring common understanding & expectations
- The impact of differing psychologies
- Ensuring a good psychological fit between mentee and mentor
- Boundary setting in mentoring relationships
- Getting the first session right
- Planning closure from the start

MODEL FOR ADVANCED MENTORING

- The Grow Medical Advanced Mentoring Model
- Understanding the 6 Core Components
- Understanding the Gameplan Framework
- The preparation phase
- The application phase
- The separation phase
- Structuring mentoring sessions for maximum output
- The time between - personal contracting
- Effective questioning techniques to support insight growth

ADVANCED MENTORING COMMUNICATIONS & EMPATHY

- Stepping outside of your own limiting viewing lens
- Understanding issues from multiple dimensions
- Tailoring communication styles to individuals
- Active listening skills in mentoring
- Communicating areas of concern without escalation
- Understanding emotional impact
- Managing emotional hijack and adverse responses
- Techniques for developing insight in the presence of myopia

ADVANCED MENTORING IN MOTION

- Mentoring for Learning
- Mentoring New Staff
- Mentoring New Consultants
- Mentoring Juniors
- Mentoring to Resolve Difficulties

DATES & LOCATIONS

Tuesday 20th November 2018, Manchester Airport

Course Cost:

£245 // £275 // £295 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/appraisals/advanced-mentoring>



Advanced Negotiation Effectiveness

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

Given the degree to which consultants, senior nurses, business managers and other senior staff enter into discussions with implications, it is surprising how few have any personal negotiation training at all. It's crucial, whether discussing a job plan, fighting for resources or simply managing the service in collaborations with others and wider management. In this very comprehensive programme based on time-honoured practice coupled to the latest behavioural understanding, we'll focus firmly on practical skills, as well as typical traps and how to avoid them, with the intention of ensuring that you are super-professional in your negotiations but most importantly very effective and successful. Think what you could achieve with advanced skills in this area...

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Understanding People

(3 CPD points and worth £30 + VAT)

DATES & LOCATIONS

Tuesday 2nd October 2018, Manchester Airport
Wednesday 5th December 2018, Central London

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/Advanced-Negotiating-Skills>

COURSE PROGRAMME

CRITICAL BASELINE PRINCIPLES

- Why so many fail at negotiating - critical common pitfalls
- Understanding the battle at play - crocodile versus the cortex
- The successful negotiation - what does it look like?
- Robust, practical negotiating framework
- Identifying the issues in negotiations
- From positions to needs
- Understanding power dynamics
- Separating the people from the problem
- Choosing the right approach
- Setting up your chances BEFORE you start

OPTIMISING SKILLS, OVERCOMING BLOCKS

- Optimising the steps, stages & phases of successful negotiation
- Key things that make big differences - to you!
- Creating a compelling proposition
- Best Alternative (BATNA) - formulation & use
- Walking Away Point (WAP) - managing yourself
- Avoiding blind alleys and corners
- Recovering from blind alleys and corners
- Overcoming intransigence
- Dealing with manipulation & coercion
- Getting to a YES both parties believe in

NEGOTIATING IN SPECIFIC CONTEXTS

In this part of the programme, we'll focus on a range of scenarios that occur frequently in healthcare:

- Job planning
- Negotiating around PAs and SPAs
- Business plans and resources
- Operational and financial targets or improvement
- Changes to working practice e.g. changing clinic days or hours
- Shared governance e.g. ensuring acceptance of risk
- As a Service Lead, Matron or other leader
- Negotiating outside your Trust boundaries
- Negotiating with Commissioners or Regulators

Course Cost:

£225 // £255 // £285 + VAT



Clinical Governance, Quality & Safety

CPD Points: 6

Duration in Days: 1 day

Provider: Academyst LLP

COURSE DESCRIPTION

The ability to influence remains perhaps one of the most vital professional capabilities and is frequently the deciding factor in leadership success or failure, business cases, engagement of staff in transformation and the successful function of clinical medicine. Professionals, irrespective of seniority, have to operate without explicit authority, either vertically or horizontally, often in scenarios that have significant implications for the future. If you can't just tell people what to do, success or failure comes down to your ability to influence & foster consensus. This super-practical course is entirely focused on that singular goal, with a comprehensive programme designed to create a step change in your influence and impact, whether with colleagues or from a wider Trust & management perspective. Firmly grounded in behavioural science, you'll be genuinely amazed at the impact a single day can have. Guaranteed!

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Building Safer Clinical Systems
(7 CPD points and worth £70 + VAT)

ADDITIONAL SESSION ON GOVERNANCE & RISK IN LIGHT OF BAWA GARBA

- Protection of patient, self, team and Trust
- Creating better escalation systems
- Ensuring that trainees know how to raise concerns
- Immediate responses to escalation to protect patients, team & self
- Ensuring Trust supports your decisions & actions
- Getting the Trust to listen when it's inconvenient

COURSE PROGRAMME

- Importance of clinical governance approaching 2020
- What clinical governance is and is not
- Quality & safety versus governance
- Relationship with corporate, integrated & shared governance
- 7 pillars of clinical governance
- Clinical governance failings - typical causes
- Learning from Mid Staffordshire
- Interplay between systems and behaviour
- The organisational and system contribution to care failings
- An added staffing dimension - lessons from Bawa Garba case
- Approaching clinical governance with renewed commitment
- Getting buy in to clinical governance from the whole team
- Making clinical governance part of organisational culture
- Practically evolving the right culture
- Pareto principle in relation to clinical governance
- What constitutes an acceptable system & process?
- Developing a robust model that works & delivers improvement
- Developing a clinical effectiveness strategy
- Clinical audit models & use
- Developing appropriate audit & improvement cycles today
- Performing risk assessments
- Involving public and patients - are they the same or different?
- Developing a public and patient involvement strategy
- How and what can we learn from the patient experience?
- Developing an open culture over incident reporting
- Learning from complaints and clinical incidents
- Management of serious incidents
- Conducting effective root cause analysis
- Use of an incident decision tree
- Effective communication to prevent complaints escalating
- Responsibilities under Duty of Candour
- Approaching improvement from both weakness and strength
- Ensuring the right outcomes are measured
- Implementing clinical governance outcomes
- RAID model for implementing change
- Safety concerns in the modern system or service
- Communicating outcomes & issues to senior management
- Ensuring that management listens when safety is at risk
- What to do when people aren't listening

DATES & LOCATIONS

Tuesday 13th November 2018, Central London

Course Cost:
£245 // £275 // £295 + VAT

Call 01332 418150 or visit:

<https://www.medmeetings.co.uk/training/all/Clinical-Governance-Excellence>



Personal Leadership Excellence

CPD Points: 6

Duration in Days: 1 day

Provider: Academyst LLP

COURSE DESCRIPTION

The challenges we face, coupled to the complexity of the environment in which we operate, creates some of the most difficult leadership conditions any leader could possibly imagine. Moreover, the cost of leadership failure is catastrophic in human terms. We need leaders who have the personal strength and impact to achieve great things, motivate and inspire people and lead transformation. This programme is focused firmly on you - the leader. It takes a systematic and comprehensive approach to building your understanding of personal leadership effectiveness, along with providing very practical guidance.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Understanding People

(3 CPD points and worth £30 + VAT)

Exceptional Personal Leadership

(12 CPD points and worth £120 + VAT)

Influencing Upwards & Outwards

(7 CPD points and worth £70 + VAT)

COURSE PROGRAMME

WHAT IS PERSONAL LEADERSHIP IMPACT?

- The context of leadership today - setting the scene
- Emerging leadership challenges and imperatives
- What this means for leaders, especially clinical ones
- Leadership Potency - critical nature & consequences
- The Personal Leadership Impact Heptagon

HEPTASTONE 1 - SELF AWARENESS

- What do we really mean by Self Awareness
- Impact of psychology on our behaviour, choices & preferences
- Our impact on others who are different
- Discovering yourself

HEPTASTONE 2 - SELF INSIGHT

- The principles of self insight & mindfulness
- Understanding our own choices, reasoning & decisions
- The importance & determination of meaning
- Developing consciousness in the moment
- Linking emotions to meaning

HEPTASTONE 3 - SELF CONTROL

- Understanding the meaning-emotion-behaviour pathway
- Introducing a pause between stimulus & response
- Spotting & controlling behavioural triggers
- Understanding & overcoming your own limbic processing
- Introducing the 'what is the goal here?' step
- Practical steps for improving self control

HEPTASTONE 4 - TRUST & CONFIDENCE

- What does trust & confidence give us?
- Signs & symptoms of trust insufficiency
- Core components of effective trust & confidence
- Practical strategies to develop trust
- Reputational trust & how to develop it

HEPTASTONE 5 - INTERACTION

- The importance of peer group and network
- Actively determining your circle
- Interacting at higher levels in the organisation
- Practical & productive interaction for impact
- How to gain access and the ear of anybody

HEPTASTONE 6 - INFLUENCE

- Understanding the core principles of influence
- Influence utilising emotions & managing meaning
- Understanding & utilising limbic processing
- Influence by creating a movement
- A to B influencing strategies
- Determining the right behavioural influences in situations

HEPTASTONE 7 - POTENCY

- Understanding the Leadership Potency Framework
- Interpreting it at a personal leadership level
- Approaches to developing a robust WHETHER response
- Strategies for developing the right WHAT
- Principles & strategies for HOW effectiveness

DATES & LOCATIONS

Friday 28th September 2018, Manchester Airport

Thursday 15th November 2018, Central London

Course Cost:

£245 // £275 // £295 + VAT

Call 01332 418150 or visit:

<https://www.medmeetings.co.uk/training/all/Developing-Exceptional-Personal-Leadership-Impact>



Clinical Leadership Excellence

CPD Points: 6

Duration in Days: 1 day

Provider: Academyst LLP

COURSE DESCRIPTION

This super-comprehensive programme focuses very specifically on building and applying intelligent leadership approaches from the clinical perspective. The day as a whole is packed with insight built up into robust models and frameworks, practically applied in cases and clinical scenarios. Expect to be stretched but more importantly to gain a real depth of leadership capability in a modern form, applied specifically to the clinical arena. Times are tough, and this course is designed to help you lead clinically effective services in tough times but in a calm, steady-handed manner. We also live in an era of Duty of Candour and heightened visibility or inspection. Uniquely, this programme deals with these types of issues specifically, including such areas as culture around candour and preparation for inspections by the CQC etc. It now includes an important section on keeping both patients and staff safe in light of the recent Hadiza Bawa-Garba case. It's very comprehensive.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Leadership Fundamentals & Core Principles
(9 CPD points and worth £110 + VAT)

NOTE: Additional Programme Sections

Due to the comprehensive nature of this programme it doesn't fit on a page! Online you'll find details of:

LEADING QUALITY & SAFETY

LEADING IMPROVMENT

COURSE PROGRAMME

CRITICAL LEADERSHIP PRINCIPLES

- Understanding the nature of leadership challenges today
- Changing healthcare context and its impact on clinical services
- Understanding leadership versus management
- Primary model - 6 Core Components of Effective Leadership
- Choice of leadership approach - people, context & control
- Leader as catalyst
- The Basset Hound Precept

DEFINING CLINICAL LEADERSHIP

- What is Clinical Leadership, really?
- Defining the challenges facing clinical leaders
- Where clinical leadership falters - critical issues with consequences
- Key policies & principles of clinical leadership concern
- Clarifying & redefining the role of leaders in the clinical domain
- Qualities & behaviours exhibited by effective clinical leaders
- 4 Cornerstones of Clinical Leadership Excellence

LEADING THE SYSTEM OF CARE DELIVERY

- Framework for system leadership - Enablement, Culture & Organisation (ECO)
- Intra, Inter & Extra ECO
- Importance of network & relationships
- The effective network & how to maintain it
- Role of trust in successful ECO
- ENABLEMENT model applied to clinical systems
- Cultural components - Responsibility, Accountability, Proactivity
- Cultural leadership tone & critical lessons from Korean Airlines
- Transformational, distributed leadership in the clinical arena
- Organising for care delivery excellence
- Ensuring shared ownership & understanding

LEADING THE DELIVERY OF CARE

- Leading patient-centric care delivery
- Continuity in the modern era
- Importance & application of clinical vision & standards
- Practical clinical leadership on a day-to-day basis
- Principles of motivation & drive in clinical care
- Mindfulness & presence in the care moment
- Where care slips
- The Leadership Potency Model
- Learning from Ebola - a clinical & system leadership potency failure
- Understanding the role and application of the components of potency

DATES & LOCATIONS

Wednesday 14th November 2018, Central London

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418150 or visit:

<https://www.medmeetings.co.uk/training/all/Clinical-Leadership-Excellence>



Leadership Excellence

CPD Points: 6

Duration in Days: 1 day

Provider: Academyst LLP

COURSE DESCRIPTION

Leadership Excellence is designed to ensure that you have the knowledge, skills, principles and insight to lead services in extremely difficult and increasingly risky conditions. Anything less than the right approach, applied well, increases service vulnerability by undermining motivation, drive, engagement and morale, as well as resulting in inertia and a failure to achieve, transform or even stabilise. These are vital principles that often mark the difference between service success and failure and yet still too many underestimate the importance of getting this right.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Leadership Fundamentals & Core Principles
(9 CPD points and worth £110 + VAT)

Creating Aligned, Shared Vision & Strategic Effectiveness
(8 CPD points and worth £80 + VAT)

Leading Services In & Through a Crisis or Disaster
(9 CPD points and worth £90 + VAT)

Insights Learning Package
(20+ CPD Points, worth £125 + VAT)

- 12 Months on-demand access
- 20+ hours of CPD (constantly growing)
- Highest possible quality video- & audio-narrated presentations (mostly live captured)
- Interactive platform - ask questions, debate, share experiences

COURSE PROGRAMME

Understanding leadership from the consultants context

- The context of leadership today - setting the scene
- Strategic leadership of services and organisations
- How leadership differs from management
- The leader as catalyst
- Transformational, distributed leadership
- Leading through consensus
- Creating distributed leadership & responsibility
- The WILL, SKILL, CAPACITY, AUTHORITY model (Enablement)

Enablement for Achievement

- Ensuring your team has motivation and drive, even today
- Intrinsic versus extrinsic motivation
- The propensity to act with both urgency and judgement
- What insight & skills do services need today
- The capacity to achieve - better organising strategies
- Platform - supporting & driving non-clinical progress
- Fostering a sense of belonging, ownership & responsibility

6 Core Components of Effective Leadership

- Inspiring trust & confidence
- Strategy & direction - a how to guide
- Aligning systems & processes - unsticking & de-frustrating
- Knowing the people - what you need to know & how to use it
- Releasing potential - an action plan
- Influencing, communicating and engaging
- Understanding each component in depth
- Practical application of each component

Applying Leadership to Difficult Scenarios

- Overcoming inertia and paralysis
- Leadership in crises
- Leading transformation & turnaround
- Stimulating genuine innovation

DATES & LOCATIONS

Tuesday 6th November 2018, Central London

Course Cost:
£245 // £275 // £295 + VAT

Call 01332 418150 or visit:

<https://www.medmeetings.co.uk/training/all/leadership-excellence>



Management Excellence

CPD Points: 6

Duration in Days: 1 day

Provider: Academyst LLP

COURSE DESCRIPTION

Management Excellence is designed to ensure that you can successfully keep a service on the straight and narrow, delivering the highest possible quality and experience at the lowest possible cost in a safe environment. This comprehensive day covers the 4 cornerstones of management effectiveness and how to apply them at the service level. It is geared towards managing people and performance in the context of today's tough environment, including how to rectify performance issues should they occur.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Rapid Management Effectiveness for Hyperbusy Professionals

(11 CPD points and worth £110 + VAT)

Critical Principles in Getting the Best from People in Difficult Times

(15 CPD points and worth £150 + VAT)

Insights Learning Package

(20+ CPD Points, worth £125 + VAT)

- 12 Months on-demand access
- 20+ hours of CPD (constantly growing)
- Highest possible quality video- & audio-narrated presentations (mostly live captured)
- Interactive platform - ask questions, debate, share experiences

COURSE PROGRAMME

Core Management Principles - Understanding

- Defining management and how it differs from leadership
- 4 Cornerstones of Management Effectiveness
- Management planning - the effective service-level game plan
- Organising people & work
- Fayol's Wheel of Managerial Activity
- Industrial Humanism Model - improving human performance
- The service management job to be done
- Utilising an effective mental model to understand your service
- Auditing the service against the model

Core Management Principles - Applying

- Working out precisely what needs managing
- Creating a service-level management map
- Modern Mintzberg - operationalizing the management role
- Avoiding typical pitfalls in your approach to management
- Understanding management styles
- Developing management style flexibility
- Effective management communications

Managing People

- Managing people - what do they need?
- 10 Facets of Team Effectiveness
- Conducting & utilising a team effectiveness audit
- Influencing the dynamics of departmental/ team performance
- Deploying people more effectively by better understanding
- Coordinating, communicating and collaborating
- Robust two-way communication & interaction
- Translating direction into productive action
- Gaining ownership & action from team members

Managing Performance & Workload

- Workload prioritisation based on purpose, risk & timeliness
- Establishing a robust daily management approach
- Utilising WIG meetings
- Establishing a robust performance management process
- Introducing a measurement-feedback-correction cycle
- Managing performance problems e.g. disruptive people, sickness & absence etc
- Risk management & mitigation

DATES & LOCATIONS

Wednesday 7th November 2018, Central London

Course Cost:

£245 // £275 // £295 + VAT

Call 01332 418150 or visit:

<https://www.medmeetings.co.uk/training/all/management-excellence>



Finance & Financial Management for Clinical Professionals

CPD Points: 6

Duration in Days: 1 day

Provider: Academyst LLP

COURSE DESCRIPTION

Developed in conjunction with a Senior NHS Finance Director, this course is designed for the many consultants, senior nurses and PAMs who would like NHS finance and business planning demystified to the point of being both understandable and manageable. With particular emphasis on what it takes to be financially successful in today's NHS environment, the course balances a detailed understanding of the principles and process of NHS money flow with the practical skills to operate successfully to ensure services survive and thrive in a deeply troubled health economy, including how to significantly influence service finance in complete alignment with delivering high quality care.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Financial Management

(6 CPD points and worth £60 + VAT)

The Effective Business Case

(3 CPD points and worth £30 + VAT)

Effective Cost Improvement

(7 CPD points and worth £70 + VAT)

COURSE PROGRAMME

THE FINANCIAL WORLD OF CLINICAL SERVICES

- Understanding the NHS market economy & money flows
- Health & Social Care Act, 5yFV, Choose & Book and PbR
- Role of commissioning in finance & service funding
- Financial terminology: PbR, HRGs, tariffs, CQUINs, etc
- Understanding tariff & its critical considerations
- Understanding what impacts financial return on care
- Just how is care turned into cash
- Where does that go wrong?
- Where is money lost and where can it be found?
- The critical link between quality and financial return
- Budgets, Service Line Reporting & Management
- Making sense of budget and service line reports
- Capital and Revenue spending - principles & differences
- Purchasing - following guidelines & rules - local & national
- Standing financial procedures, instructions & fraud

FINANCIAL MANAGEMENT FOR CLINICAL LEADERS

- Understanding financial prioritisation and linking to directorate & clinical goals
- Financial goal setting at a departmental or directorate level
- Balancing financial & clinical needs - developing consensus
- Return on investment from both fiscal & clinical perspectives
- Proactive management of financial stability
- Strategies for recovery from a poor financial position
- Common financial pitfalls & how to avoid them

CORE PRINCIPLES IN COST REDUCTION

- Modelling - relationship between income, cost and activity
- Identifying potential savings & testing their plausibility
- Risk assessment in cost improvement
- Eliciting savings from staffing - the right way
- Organising cost improvement for maximum effectiveness
- Engaging the whole team willingly in cost improvement

DATES & LOCATIONS

Wednesday 7th November 2018, Central London

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418150 or visit:

<https://www.medmeetings.co.uk/training/all/clinical-finance-course>



Leading Highly Effective Projects & Change

CPD Points: 6

Duration in Days: 1 day

Provider: Academyst LLP

COURSE DESCRIPTION

Projects & change abound in healthcare, whether a simple change in rota planning approach to a complex redesign of mission-critical services, and yet despite their ubiquitous nature, the complex healthcare environment makes project & change success elusive in far too many cases. The successful project or change is well-led, planned well and managed carefully. This programme focuses on building a robust set of principles that marry the technical planning of projects with the human factors involved. It's this combination that creates success. The programme is highly practical in nature, designed to give you a comprehensive 'how to' approach, whilst drawing from the core elements of PRINCE2 but without falling into the trap of over-engineering anything.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Change Management Masterclass
(4 CPD points and worth £40 + VAT)

COURSE PROGRAMME

- What do we really mean by a project?
- Typical traps - why so many NHS projects or changes fail
- The importance of a systematic approach
- Different conditions warrant different approaches
- Analysing your project or change landscape
- Matching the approach to the landscape
- The architecture of a project - stages and gates
- 12 point process for effective projects
- Pre-stages - the business case and approval
- Clear, quantifiable project or change objectives
- Taking a SMARTIE approach to project goals
- Defining a clear scope... and sticking to it
- Pertinence - linking your project to the external environment
- Early engagement to ensure project success
- Going into a project with your eyes open
- Stakeholder analysis
- Identifying supporting versus resisting stakeholders
- Strategies to gain maximum support
- Successful project planning
- Plan testing - will it work
- Gap analysis to identify blocks and solutions
- Risk assessment and quantification
- Project communication planning
- Communication for engagement versus management
- Positive implementation and setting pace
- Decision scope and permission management
- Approaching the human element
- Project participants must be ENABLED
- Ensuring motivation and drive towards the project
- Compliance versus commitment versus compulsion
- Work takes time - addressing capacity
- Establishing a practical working together approach
- Setting a project cadence or rhythm
- Working effectively across boundaries and locations
- Avoiding the capacity trap
- Devolving authority to accelerate project progression
- Maintaining effective control in devolved projects
- Management by exception and permission scope
- Overcoming speed bumps and resistance
- Active strategies to ensure resistance turns to support

DATES & LOCATIONS

Wednesday 12th December 2018, Central London

Course Cost:
£225 // £255 // £285 + VAT

Call 01332 418150 or visit:

<https://www.medmeetings.co.uk/training/all/Leading-Highly-Effective-Projects>



Interpersonal Effectiveness & Dealing with Difficult People

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

Given the team nature and complex inter-specialty working of successful healthcare, it is no surprise that efficiency, quality and safety are all so reliant on effective interpersonal interactions. Equally, there is so often a human dynamic component to errors too. Improving interpersonal effectiveness is an investment in better healthcare, improved relationships and a higher quality of working life all round. This course shows how to improve your one-to-one relationships with others by understanding the way you interact with them, developing a broader repertoire of behavioural skills and selecting the 'right' response at the right time. It will help you achieve your objectives far more easily and will provide a behavioural skillset that will help you across all of your professional working life.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Understanding People

(3 CPD points and worth £30 + VAT)

COURSE PROGRAMME

INTERPERSONAL EFFECTIVENESS

- What is interpersonal effectiveness?
- Identifying relevant skills and behaviour for your role
- Understanding behaviour & behavioural difference
- Recognising different drivers, motivations & styles
- Steps to improve your understanding of others
- Tailoring your behaviour to your intended outcome
- Matching and adapting behavioural styles
- Non-verbal communication
- Understanding proxemics
- Transactional analysis - understanding & use of
- Building rapport & the right first impression

DEALING WITH DIFFICULT PEOPLE

- Understanding how behaviour changes in stress conditions
- Learning to identify & observe trigger points
- Why people become difficult & aggressive
- Having the right mental attitude
- Dealing with aggressive behaviour
- Responding styles
- Resolution styles & approaches
- Productive questioning techniques
- Reacting to confrontations constructively

DATES & LOCATIONS

Thursday 20th September 2018, Central London

Thursday 6th December 2018, Manchester Airport

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/behaviour/Dealing-with-Difficult-People>



New Consultant Excellence

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

Taking up and excelling in a new consultant post is one of the greatest medical career challenges, as you face both a step change in the nature of the role and frequently a new employer too. This enormously practical programme has critical skills and vital guidance in abundance. In a compact but intensive one-day form, you'll find it packed with essential knowledge, advice on tackling common challenges and insight into the typical traps that new consultants fall into (and how to avoid them)! Absolutely essential.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

The New Consultant - Critical Skills, Key Challenges & Ensuring Success E-learning

(8 CPD points and worth £80 + VAT)

Optimising the Management & Supervision of Junior Doctors E-learning

(3 CPD points and worth £30 + VAT)

The Effective Business Case E-learning

(3 CPD points and worth £30 + VAT)

Leadership Fundamentals & Core Principals

(9 CPD points and worth £110 + VAT)

Continued on next page...

COURSE PROGRAMME

UNDERSTANDING YOUR NEW CONTEXT

This first session is about ensuring you appreciate the full breadth of transition elements and develop an appropriate action plan to address them, get yourself up-to-speed and establish yourself as a consultant.

- The consultant role in modern healthcare
- Defining the key challenges facing a consultant today
- Defining a model for a successful transition to consultant
- Key transitions necessary for success
- Understanding & engaging in Trust priorities
- Balancing Trust versus clinical responsibilities
- Wider health economy & regulator environment
- From learner to leader - critical behavioural changes
- An action plan for transitioning to consultant life successfully

ESTABLISHING YOU

Our second session focuses on taking you from new appointment to a state of fully established as a consultant, focusing on how you are seen and treated, ensuring you have appropriate authority or influence and master the degree and type of organisation necessary to operate successfully at consultant level.

- New role, new priorities - unique elements of the consultant role
- Defining and establishing a new sense of purpose
- Developing presence as a new leader & manager
- Understanding leading without explicit authority
- Steps for letting go of your past presence
- Key pitfalls and how to avoid them
- Addressing job plan issues
- Establishing productive systems and networks
- Using stakeholder analysis to develop effective networks & relationships
- The role and benefit of a mentor
- How to approach mentoring to get the best from it
- Principles of trust and probity

DATES & LOCATIONS

Thursday 15th November 2018, Central London

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/behaviour/Dealing-with-Difficult-People>



New Consultant Excellence Cont...

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

Continued...

SELF MANAGEMENT

Addressing your sudden change in self-direction, our third session focuses on how to get the best from you, including how best to prioritise and achieve the much wider list of imperatives you now face.

- Balance between clinical & non-clinical priorities
- Time management essentials for newer consultants
- The importance of work-life balance and the impact of responsibility
- Approaching overwhelming or unsafe workloads
- Common traps and how to avoid them
- Balancing self-reliance with self-support
- Taking responsibility for development of self
- Understanding appraisal and revalidation requirements
- Approaching portfolio development to support revalidation

RISK, GOVERNANCE & COMPLAINTS

Our fourth, vital session focuses on your new found responsibility for quality and safety

- The consultant's balance of responsibilities.
- Responsibility for team and system in light of the Bawa-Garba case
- Risk vigilance & identification
- Ensuring team engagement and the willingness to raise concerns
- Core principles in risk analysis & management
- Practical steps and systems to identify risks
- Managing risk - protection of self, team & Trust
- Understanding the new CQC inspection regime
- Frequent areas of concern that you can influence
- Management of complaints
- Avoiding complaint escalation

CRITICAL GUIDANCE & DIRECTION

Our final, signposting and practical guidance session is a to-the-point collection of practices, principles and actions, across 4 distinct arenas, that acts as a ready guide to successful conduct as a consultant and clinical leader. We'll call it 'just do it' advice that optimises you from the outset.

1. Your role in support of juniors

Common issues and their practical solutions
2. Identifying critical relationships

Developing or improving their quality
3. Mastering objectivity & emotional control

Behavioural steps to ensure steady-handedness
4. Enhancing critical thinking & decision-making

Adopting an enabling model & approach

DATES & LOCATIONS

Thursday 15th November 2018, Central London

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/behaviour/Dealing-with-Difficult-People>



Practical Assertiveness without Aggression

CPD Points: 8

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

Practical Assertiveness without Aggression is undoubtedly the most comprehensive, practical programme available today that is specifically designed to help consultants and other doctors adopt the right behaviour, communication and approaches necessary to ensure competent, confident assertion and leadership across both clinical and managerial responsibilities. The resulting effect is greater levels of achievement, more self-control and a greater level of emotional self-mastery, all achieved without ever trying to change the inner you (which we think is just right the way it is). You'll develop a range of skills that allow you to fully take control of your behaviour when it most counts and without having to go through the worry, fears and even emotional turmoil that many lower assertion individuals find themselves subject to.

COURSE INCLUDES

This course includes the following additional support materials:

PRE-COURSE ASSERTIVENESS SCENARIOS QUESTIONNAIRE

Helps you to reflect in advance and us to get it right on the day

UNIQUE POST-COURSE IMPLEMENTATION GUIDE

A hugely beneficial guide to implementing the strategies and techniques, so important in gaining the most from the course

Continued on next page...

COURSE PROGRAMME

INTRODUCTION

What is appropriate assertiveness?
Personal & professional consequences of getting it wrong
Where does positive assertiveness benefit you in life?

1. UNDERSTANDING BEHAVIOUR & ITS MOTIVATIONS

The principles of the inner human
Understanding the influences on behaviour
Historical influences that lead to over or under assertion
Intent versus impact versus motivation
Recognising different people, styles & motivations

2. EMOTIONAL SELF-MASTERY

The importance and influence of self-esteem
Managing your own self-esteem
Mastering your own thoughts and beliefs
Overcoming emotional hijack
Developing self-control in critical moments

3. CORE PRINCIPLES IN COMMUNICATION & INFLUENCING

Understanding the communication cycle
Improving the impact of both written & verbal communication
The link between stimulus and behaviour
Understanding and applying the basic influencing process

4. IMPROVING IMPACT & INTERACTION EFFECTIVENESS

Understanding what delivers impact for different people
Mastering your own blueprint for impact
Building rapport more successfully
Operating with confidence and presence
Inspiring trust and confidence

DATES & LOCATIONS

Monday 24th September 2018, Central Birmingham
Wednesday 17th October 2018, Central London
Wednesday 21st November 2018, Manchester Airport

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/Assertiveness-without-Aggression>



Practical Assertiveness without Aggression cont...

CPD Points: 8

Duration in Days: 1 day

Provider: Grow Medical LLP

Continued...

5. DELEGATION, SAYING 'NO' & OTHER SCENARIOS

Dealing with the feelings about saying 'yes' and 'no'
Developing choices that aren't driven by feelings
Improving language to improve impact & reduce consequences
Calling for help when you need it
Ensuring that risks are acted upon
Improving handover effectiveness

6. PROVIDING FEEDBACK POSITIVELY & PRODUCTIVELY

Understanding the emotional & psychological impacts of feedback, good & bad
Mastering your own feelings when receiving feedback
Mastering your own feelings when giving feedback
Developing the right language skills
Ensuring that you give the right feedback

7. RESOLVING CONFLICT & RE-BUILDING RELATIONSHIPS

Is it conflict or is it debate?
Passive and active conflict
Strategies for minimising its occurrence
Simple steps to extricate yourself from conflict
Preserving and restoring relationships

8. HANDLING & MANAGING DIFFICULT BEHAVIOUR

Difficult people or difficult behaviour?
Adapting your mindset around behaviour you don't like
Developing resilience to others
Spotting & avoiding manipulation
Influencing behaviour for the better

DATES & LOCATIONS

Monday 24th September 2018, Central Birmingham
Wednesday 17th October 2018, Central London
Wednesday 21st November 2018, Manchester Airport

Course Cost:
£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/Assertiveness-without-Aggression>



Quality Improvement Excellence

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

Quality Improvement is a backbone capability of any service, Trust or healthcare system and even more vital in an era of increased pressure such as today. Done correctly, it can produce simultaneous benefits in quality of care for patients and cost improvement for services, as well as being enormously rewarding to the participants. Approached in the wrong way, it can feel like wading through treacle and a minefield of behavioural and system-based traps. This comprehensive programme is designed to ensure you have a truly solid base of skills with which you can confidently lead high-value quality improvement projects and programmes. Designed to ensure you choose well, set up right and understand how best to steer your programme to successful conclusion. Furthermore, we'll ensure you understand how to marry both clinical and business objectives, cases and evidence to ensure you become an invaluable improvement agent for your present or future Trust.

COURSE INCLUDES

This course includes the following additional digital learning programmes:

Core Skills in Clinical & Service Audit

(4 CPD points and worth £60 + VAT)

Cost Improvement Excellence

(6 CPD points & worth £90 + VAT)

COURSE PROGRAMME

1. IDENTIFYING & CHOOSING IMPROVEMENTS

- Improvement - what do we really mean?
- Utilising performance management systems to identify improvement
- Where there's variability there's vulnerability
- Using our Quality Grid to spot potential
- Misalignment & environmentally-driven improvement
- Commissioner-driven improvement
- Effective use of audit to identify improvements
- National Standards, key targets and obligations
- Modern techniques for finding improvement potential
- Identifying improvement potential in patient flows
- Examining performance outlier data
- Pathway analysis & re-design
- Clinical observational techniques
- Bringing lean into the clinical arena
- Key strategies for choosing what to do
- Quality versus safety versus financial carrots
- Applying the Delphi Technique
- Undertaking Quality Impact Analysis

2. ORGANISING, PLANNING & PREPARING FOR IMPROVEMENT

- Success is designed from the beginning
- Common pitfalls
- Applying the Theory of Constraints
- Stakeholders and stakeholder mapping
- Stakeholder risk mitigation
- Understanding influences, behaviour & risk perception
- Avoiding the Limbic Response
- Assembling a Guiding Coalition
- Gaining the mandate to lead improvement
- A compelling case of need
- Ensuring consensus
- Half-baked is still uncooked

Continued on next page...

DATES & LOCATIONS

Monday 12th November 2018, Central London

Course Cost:

£245 // £275 // £295 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/quality-improvement-excellence>



Quality Improvement Excellence cont...

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

Continued...

3. LEADING & MANAGING IMPROVEMENT PROJECTS

- The difference between leading and managing
- Matching leadership approach to complexity & people
- Setting vision & direction in improvement
- Effective situational analysis
- Going in with your eyes open
- The sledge on the ice principle
- Roles & responsibilities
- Ensuring high engagement & high motivation
- Effective team deployment & management
- Understanding psychological influences in leading projects
- Choosing the right project approach
- Hard systems versus soft systems approaches
- Effective project planning
- Adopting the best of PRINCE2 (and ditching the rest)
- Effective risk management in projects
- Project effectiveness in 12 steps

4. OVERCOMING INSTITUTIONAL BLOCKS TO IMPROVEMENT

- Common pitfalls and typical blocks
- Applying ENABLEMENT to improvement
- Power blocks & how to address them
- Working across departmental boundaries
- Working across organisational boundaries
- Common sources of resistance to change
- Resistance mitigation strategies
- Positive influencing techniques
- When push comes to shove - how to address intransigence
- Unpicking the complex organisation
- Critical advice for overcoming blocks

DATES & LOCATIONS

Monday 12th November 2018, Central London

Course Cost:

£245 // £275 // £295 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/quality-improvement-excellence>



Stress Management & Resilience for Healthcare Professionals

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

It's always been true that alongside healthcare's genuinely rewarding nature, it's also one of the most stressful professions too. That's something that is profoundly increasing as the challenges of addressing patient load in a meaningful and supportive manner are undermined by an austere and deeply troubled operational environment. It is vital that those at the front line remain healthy, focused and resilient in the face of hugely increased pressures and this programme is about just that. It's highly practical in nature and deals with practical issues and the right cognitive approaches to coping well. It tackles what to do if you are already in a darker place than you'd like and how best to approach these issues safely within Trusts that are behaving irrationally. At a more functional level, there are numerous causes and factors at play including loss of control, increased workload, poor self-care, stressful life events and maladaptive coping strategies. The effects of the resulting distress lead to increasing job dissatisfaction, attrition from academic practice, loss of empathy, cynicism, poor mental health and burnout. The cumulative effect of this also tends to increase the risk of medical errors. Overall, we're saying that this is serious stuff and this is a serious course to help you address these issues.

COURSE PROGRAMME

Understanding Stress & its Impacts

- Changing nature of healthcare and how this brings stress
- How are things changing and where is it going
- Insecurity & uncertainly stress
- Impact of feeling you just aren't doing a great job
- Practical, emotional and performance impacts
- What is resilience (and what it isn't)
- It's your life and your choices - but you have to be comfortable making them

Dealing with Inappropriate Load, Safely

- Establishing you have an inappropriate load
- Diagnosing why - fundamental to addressing it
- Better planning to address load
- Prioritisation techniques to reduce stress (and load)
- How to approach your Trust, safely
- Their responsibilities (and yours)
- Avoiding their imposed guilt trip, positively
- Professional recourse and approaches

Cognitive Approaches

- Understanding the necessary biology and processing
- Broken processing - how to spot it
- The link between meaning, emotions and behaviour
- How this affects decision-making
- Subject to your own limbic responses - self-awareness
- Developing mental coping scripts
- Regaining control of how you feel

DATES & LOCATIONS

Thursday 13th September 2018, Manchester Airport

Tuesday 16th October 2018, Central London

Tuesday 27th November 2018, Central Birmingham

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/Stress-Management-and-Resilience>



Stress Management & Resilience cont...

CPD Points: 6

Duration in Days: 1 day

Provider: Grow Medical LLP

Continued...

Emotional Intelligence & Resilience

- Understanding emotional intelligence
- How does stress and load negatively impact emotional intelligence
- Examining the effects of emotional intelligence loss
- What problems do we see and how do they spiral?
- Regaining EI control
- Practical approaches to protect against negative impacts
- The PROACTIVE plan to maximise positive effects and minimise negative ones

Physical Approaches

- Understanding links between mental & physical health
- It works both ways - symptoms can be causes
- Physiological stress markers - how they create stress
- Learning to use your physiology to reduce stress
- Improving sense of control using physical techniques
- Creating a physical-mental health plan

Managing Team Stress

- Identifying signs & symptoms of stress in others
- Building an early warning approach
- Performing root cause to identify internal versus external stresses
- Utilising a Maslow approach to creating stable environments
- Actions & activities that build resilience
- Providing appropriate support
- Better deployment to reduce stress and improve resilience

Developing a Positive Rectification Plan

- Identifying what in life isn't working and what to do about it
- Use of the Work-Life Wheel to pinpoint areas for attention
- Developing an action plan that works
- Mental preparation for a changed life
- Prioritising it for maximum effect
- Making improvement in life balance and resilience a permanent life feature

DATES & LOCATIONS

Thursday 13th September 2018, Manchester Airport

Tuesday 16th October 2018, Central London

Tuesday 27th November 2018, Central Birmingham

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/Stress-Management-and-Resilience>



Time Management & Personal Effectiveness for Consultants

CPD Points: 9

Duration in Days: 1 day

Provider: Grow Medical LLP

COURSE DESCRIPTION

- Feeling like it's impossible to balance clinical & administrative requirements?
- Struggling to achieve work-life balance?
- Does work appear to dominate your life?
- Seems impossible to fight back the encroaching jungle of priorities and workload?
- Failing to get traction on mission-critical stuff?

These are just some of the typical challenges faced by consultants today and just the sort of issues this course is designed to address... permanently. Time Management for Consultants is one of our most referred onto courses for the simple reason that it makes a lasting difference to people's lives. It's practical, filled with insightful advice about managing load, regaining control, achieving goals more easily and working within today's healthcare environment. We truly understand the context of being a consultant today and that's what makes this course different from any other around. However, it's not JUST the insight that sets it apart. From pre-course assessment to post-course support, it's designed to deliver a transformation.

COURSE INCLUDES

PRE-COURSE PREPARATION

- Completion of Personal Time Management Audit, to help focus interventions
- Completion of Work-Life Balance Evaluation & Management Tool, to ensure we create the right game plan

COURSE PROGRAMME

- Core principles of time management & personal effectiveness
- Psychology of time management - what goes on in the head?
- Driven, productive achievers - what do they do differently?
- Understanding the impact of your current gameplan
- Defining a better gameplan and using it to exert control
- Coping with overwhelming workload - rules & strategies
- Planning & prioritisation effectiveness
- Achieving more through effective goals & objectives
- What to do when it genuinely does not all fit
- Improving productivity - simple strategies with big impacts
- Utilising a priority grid to balance importance & urgency
- Successfully managing the unexpected
- Coping with interdependency - the impact of others
- Working more effectively with others
- Barrier management whilst remaining open & accessible
- Saying 'No' and delegating effectively
- Defining and understanding effective work-life balance
- Achieving work-life balance by before a major life event
- Tips & techniques from the rich, famous and busy
- 5 most important time improvement strategies
- Making personal change & ensuring it lasts

POST COURSE CONTENT

- Implementation Plan & Execution Guide, to ensure you transfer the learning
- Full access to our ACHIEVE Learning Package, including a super-comprehensive 8-hour e-learning version of Time Management with masses of additional strategies, tips and tricks

DATES & LOCATIONS

Tuesday 18th September 2018, Central London

Tuesday 9th October 2018, Manchester Airport

Wednesday 14th November 2018, Central London

Course Cost:

£225 // £255 // £285 + VAT

Call 01332 418160 or visit:

<https://www.medmeetings.co.uk/training/all/time-management>



// What People Say

The following are just a few genuine comments and recommendations that others have been kind enough to share. We hope it helps you understand us a little more.

“ The course should be mandatory for consultants and some of their managers

Consultant Urologist, Eastbourne DGH

“ There can be little doubt that this organisation has the passion and foresight to truly interact with its target audience and in doing so rekindle that passion which led the health service forward in the past but which, of late, has been fading

Medical Director, Acute Services

“ The best, most thought provoking course I have been to in a long time

Consultant Ophthalmologist, Royal Hallamshire Hospital, Sheffield

“ I found myself thinking about my work in new ways. I would recommend this course to anyone in a senior position in the NHS

Consultant Psychiatrist, Dorset Healthcare University NHS Foundation Trust

“ Speaker was very engaging and easy to listen to, pitched at just the right level. This is the second course I have attended with you, both excellent and left me energised and enthusiastic

Consultant Psychiatrist, Manchester Mental Health And Social Care Trust

“ Absolutely essential to your understanding of the future of the NHS. Andrew is a brilliant facilitator

Market Development Manager, Boehringer-Ingelheim

“ This organisation has a passion which is reflected in the content, delivery & enthusiasm. It is inspirational

Consultant Orthopaedic Surgeon, Royal Gwent Hospital

You can find out more about us at

<http://academyst.co.uk/quick-overview>



www.medmeetings.co.uk

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