

QUICK COURSE GUIDE – 2011-2012 – All courses held at **Bournemouth Hospital** – Education Centre
 For **further info** on courses **see full programme or visit our website** www.focusandprogress.co.uk Tel. **Julie Brown 07793 908369**. Additional courses will be added to the programme for April 2012 onwards - Keep an eye on the website
 Under each course heading is a list of **CQC OUTCOMES** - Attending the course can be used as part of your practice evidence to demonstrate compliance in these. **All course certificates** can be used as evidence for **outcomes 12, 13 & 14**

DATE	SUBJECT	SPEAKER	AIMED AT	COST
29/09/11 THURSDAY	Oral health promotion –Putting it into practice The 'bigger picture' of oral health education- How it can enhance your practice. <i>CQC outcomes 1, 4, 12, 13 & 14</i>	Sonia Jones	DCP's - Dental nurses, students, therapists, hygienists,	£20
06/10/11 THURSDAY	Equality & diversity – Are you & your team aware of your legal obligations? <i>CQC outcomes 1, 2, 4, 7, 12, 13, 14, 16, 17 & 21.</i>	John Chisholm	Whole team	£20
20/10/11 THURSDAY	Medical emergencies - New guidelines Oct 2010. 'medical emergencies' is a core GDC requirement. <i>CQC outcomes 4, 6, 9, 12, 13 & 14</i>	Laura Moss	Whole team	£20
03/11/11 THURSDAY	Information Governance -Do you know what to do? Must be done? Complete the toolkit? Each practice must complete the I.G. toolkit by 31/3/12 <i>CQC outcomes 1, 2, 4, 6, 7, 12, 13, 14, 16, 17 & 21</i>	Joyce Green	Whole team	£20
17/11/11 THURSDAY	Implantology – Fact, Fiction - An update & to dispel the myths of implantology. <i>CQC outcomes 4, 6, 12, 13 & 14</i>	Shane McCrae	Dentists, DCP's	£20
08/12/11 THURSDAY	C Q C update, future regulation and life after PCT's -The whole team needs to be aware of their own roles in meeting compliance and expectations <i>ALL of the CQC outcomes</i>	Peter Hodgkinson	Whole team	£20
10/01/12 TUESDAY	EFFECTIVE APPRAISALS – Getting the best out of appraising and being appraised <i>ALL of the CQC outcomes. Receiving appraisal & prof. development is actually listed in the regulations outcome 14 (23a)</i>	John Chisholm	Whole team	£20
19/01/12 THURSDAY	Infection control & decontamination - Update for yearly training requirement HTM01-05 <i>CQC outcomes 4, 8, 10, 11, 12, 13 & 14</i>	Martin Fulford	Whole team	£20
21/02/12 TUESDAY	Oral medicine and facial pain To provide an update and information on oral medicine and facial pain <i>CQC outcomes 1, 2, 4, 6, 9, 12, 13 & 14.</i>	Sanjay Sharma	Dentists, DCP's	£20
22/02/12 WEDNESDAY	Safeguarding children & vulnerable adults - level 2 – This training is required to be undertaken by leading governing bodies(e.g. CQC) <i>CQC outcomes 1, 2, 4,6,7,12,13 & 14</i>	Trish Newcombe	Whole team	£20
01/03/12 THURSDAY	Medicine Management Overview of the relevant legislation to be followed in accordance with guidelines <i>CQC outcomes 4, 9, 12, 13, 14</i> (<i>Staff training is mentioned as requirement - outcome 9</i>)	Katherine Gough	Dentists, DCP's	£20
13/03/12 TUESDAY	Information Governance- Actual Training All members of staff are expected to complete training in this subject – The CQC will be over seeing this. <i>CQC outcomes 1, 2, 4, 6, 7, 12, 13, 14, 16, 17 & 21</i>	Joyce Green	Whole team	£20
22/03/12 THURSDAY	Legal and ethical for DCP's - What every DCP need to know. <i>CQC outcomes 1, 2, 3, 4, 6, 7, 12, 13, 14, 16, 17& 21</i>	Sonia Jones	DCP's	£20
29/03/12 THURSDAY	Treating the anxious patient – How to reduce their stress and yours! <i>CQC outcomes 1, 2, 4, 6, 12, 13 & 14</i>	Lucy Wray	Dentists, DCP's	£20
31/03/12 SATURDAY	Forensic practical workshop - N.B. Same workshop as held April in 2010. Back by demand! <i>CQC outcomes 1, 6, 13, 14 & 21</i>	John Robson	Dentists, DCP's	£75
26/05/12 SATURDAY	Receptionist's Dental workshop To enhance 'dental' knowledge, in turn helping with the smooth running of a practice and enhancing patient care. <i>CQC outcomes 1, 2, 4, 6, 8, 12, 13 & 14</i>	Julie Brown	Receptionists, student DN's	£95.