



Somerset LMC Training Programme 2012 for Practice Managers, HCAs and other Practice staff



The LMC are organising various training sessions.
Please note all LMC organised events are subject to a delegate charge even if you/your practice are members of SGPET (unless otherwise stated)

DATE	TITLE	COST	PROVIDER	TIME	VENUE	BRIEF DETAIL
18 Jan	Understanding Prescribing	£40.00	Thornfields	1.00-4.15	Glastonbury Surgery	Full Details and Agenda for this training is available on the LMC website www.somersetlmc.co.uk/training.php
22 Feb	Train the Trainer Workshop	£60.00	Insight Solutions	9.30-4.00	Glastonbury Surgery	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
7 Mar	Employment Law Update	£30.00 (free to SGPET members)	Adrian Poole, Porter Dodson Solicitors	9.30-1.00	Cranleigh Gardens Medical Centre	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
14 Mar	Employment Law Update	£30.00 (free to SGPET members)	Adrian Poole, Porter Dodson Solicitors	1.00-4.30	Oaklands Surgery	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
22 Mar	Somerset LMC Study Day	£30.00	Somerset LMC	All day	Taunton Racecourse	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
2 May	QOF Changes (CQC?)	£60.00	Insight Solutions	9.30-4.30	TBC	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
9 May	Pensions Update	TBC	Fairway Training	9.30-12.30	Abbey Manor Medical Practice, Yeovil	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php



Somerset LMC and Somerset GP Education Trust Training Programme 2012 (continued)



DATE	TITLE	COST	PROVIDER	TIME	VENUE	BRIEF DETAIL
15 May	Pension Update	TBC	Fairway Training	1.30-4.30	Cranleigh Gardens Medical Centre, Bridgwater	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
19 June	Medical Terminology for Non-Clinical Staff	£60.00	Thornfields	9.30-4.15	Cranleigh Gardens Medical Centre, Bridgwater	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
27 Sept	Practice Managers Study Day	TBC	Somerset LMC/ County Practice Managers	9.30-5 (TBC)	Lyngford House Conference Centre	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
3 Oct	QOF Changes / (CQC?)	£60.00	Insight Solutions	9.30-4.30	The Exchange, Express Park, Bridgwater	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php
22 Nov	Confidentiality in Primary Care/Data Protection Customer Care/ Improving the Patient Experience	TBC	Thornfields	9.30-12.30 1.30-4.30	TBC	Full Details and Agenda for this training is available on the LMC website shortly www.somersetlmc.co.uk/training.php

Terms of Booking

We can accept provisional bookings by email, phone or via our website but a booking is not secured until payment has been received. All bookings and payment should be received no later than one week before the training date, this allows us to give final numbers to the venue and trainer. Cancellations by the delegate within one week of the training date will not be refunded. It is, however, possible to substitute an alternative delegate.