

RCGP COURSES . RCGP COURSES . RCGP COURSES. RCGP COURSES . RCGP COURSES . RCGP COURSES .

LEADING, MANAGING AND UNDERSTANDING SMALL GROUPS

Course Tutors: Dr Geoff Roberts, Ms Lynn Freeman and Dr Oliver Samuel -
15/16 March and 4 May 1994

The course would be relevant to all doctors working in a group setting, either as a junior or senior partner, Course Organisers, GP Tutors, Audit Advisers, GP Advisers and any person with a serious interest in how groups function, and the nature of leadership. The aim of this short course is to develop both understanding and skills in leading and managing small groups. Seminars will be used to provide baseline concepts of group theory. Group exercises will be used to illustrate theory and develop understanding, and small group meetings will provide time for the participants to reflect on their learning and experience of the course.

The fee is £300.00. PGEA approved for 3 days under Health Promotion & Prevention of Illness and zero rated Section 63 approval granted.

MAAG CHAIRMEN'S SEMINAR

13 April 1994

MAAG Chairmen are invited to attend a one-day seminar jointly organised by the RCGP and the GMSC. The programme will cover current problems experienced by MAAGs and will then focus on where MAAGs are going in the future. There will be a mixture of formal presentations and small group work.

The Fee is £55.00. PGEA applied for.

PERFORMANCE APPRAISAL

Course Tutor: Hilary Haman -
17/18 May 1994

Two day course open to general practitioners and practice and health centre managers. It aims to provide an appreciation of performance appraisal, the opportunity to practise interviewing skills, including role play and the use of video, and to develop a plan to allow participants to introduce a performance appraisal scheme into their practice. This course is highly intensive and therefore limited to twelve participants only.
1994 Fees on application.

EFFECTIVE PERSONNEL MANAGEMENT

Course Director: Sally Irvine Course Tutor: Hilary Haman -
2/3 June 1994

This course is designed for members of the practice team whose responsibilities include staff management. The principles of personnel management, and their application in the management of staff whose conduct and performance are problematic, are covered. This two day residential course addresses the contract of employment, the motivation of staff and dealing with discipline issues.

1994 Fees on application.

MINOR SURGERY IN GENERAL PRACTICE COURSES

Course Director: Dr Roger Kneebone
2/3 June 1994 - Edinburgh 12/13 July 1994 - Exeter

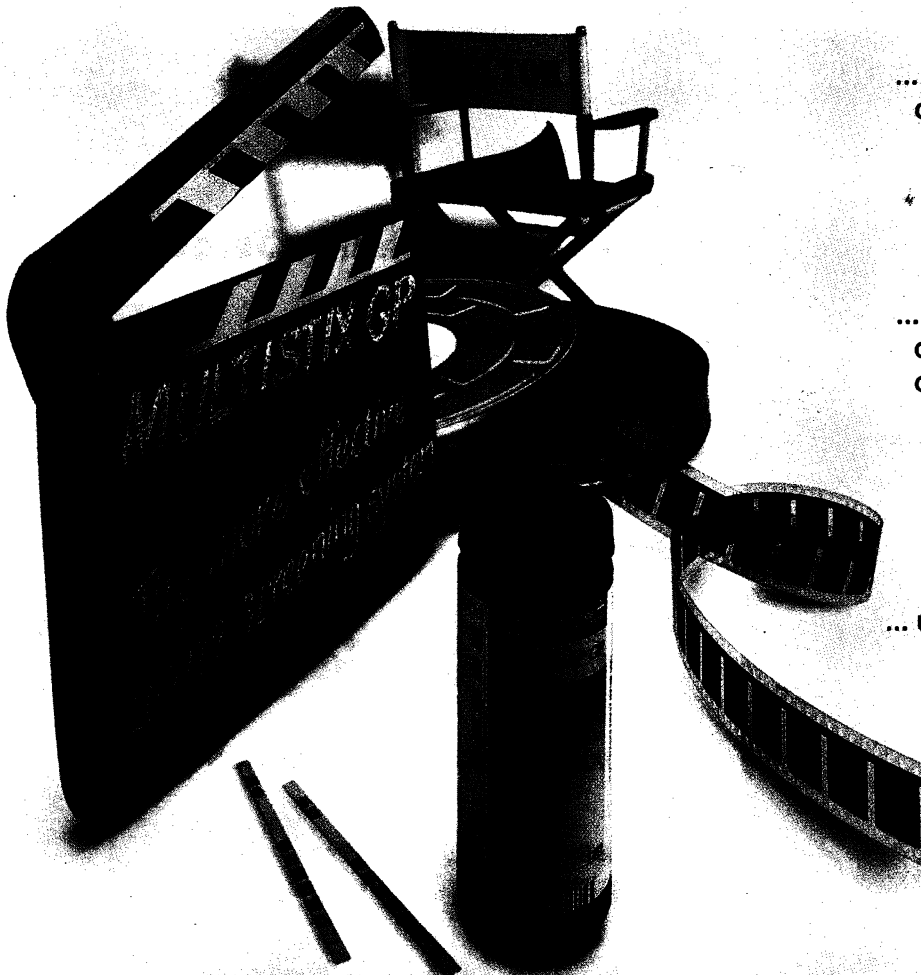
These are the second and third in a series of courses, funded by the Department of Health, designed to establish and develop practical skills training in this important field. Both of these courses will be for GP vocational trainees. The programme consists of incisive lectures balanced by highly practical and interactive small group work using the latest advances in the technology of simulated tissue. The course will cover the whole range of techniques used in minor surgery in general practice - eg suturing and wound management, excision of lumps and bumps, cryosurgery, electrocautery, curettage, joint and periarticular injections, varicose vein sclerotherapy, practical resuscitation skills. These courses are particularly suitable for GP trainees in their final year of training.

The fee is £23.50. PGEA and Section 63 applied for.

For further details please contact: RCGP Courses and Conferences on 071 823 9703 or Fax 071 225 3047

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References 1. Lightfoot NF. The Rapid Diagnosis of Urinary Tract Infections in the Hospital and Community: Reagent Strip Testing. 2. Lowe PA. Med Lab Sci 1985; 42: 28-33.

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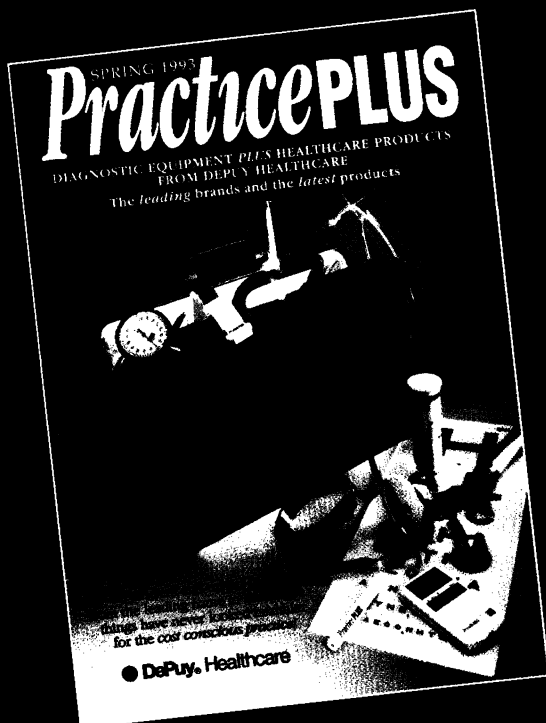
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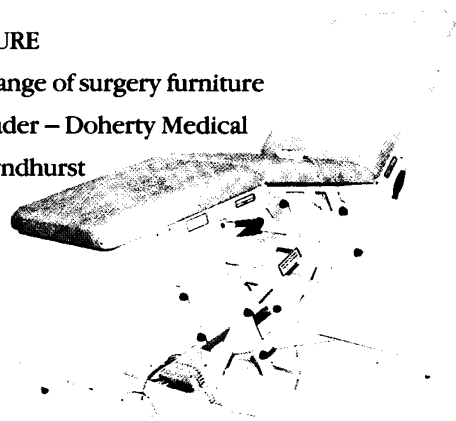
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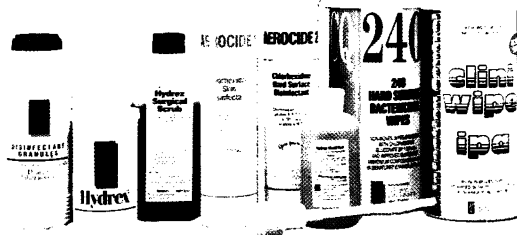
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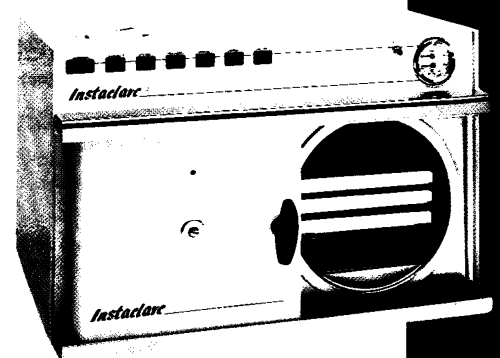


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A technical report underpinning a set of requirements for GP computer systems which will apply from April 1994. The requirements will be linked to the Department of Health's reimbursement scheme.

FOR FURTHER INFORMATION CONTACT:

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**TEL 0532 546001
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Mrs G Smith, Practice Manager, Glover Street Medical Centre, 133 Glover Street, Perth, PH2 0JB.

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Contact: Dr M C Staniland, Tararua Medical Centre, PO Box 243, Leven, NZ. Tel: 06 368 0484 (Evening).

FORTHCOMING EVENTS

Introductory Course in Occupational Health 9 Thursdays, 21 April - 16 June 1994

Course Tutors: Dr Ken Nickol & Dr Anne Cockroft

Details from:
Education and Training Department
The Royal Institute of Public Health and Hygiene
28 Portland Place
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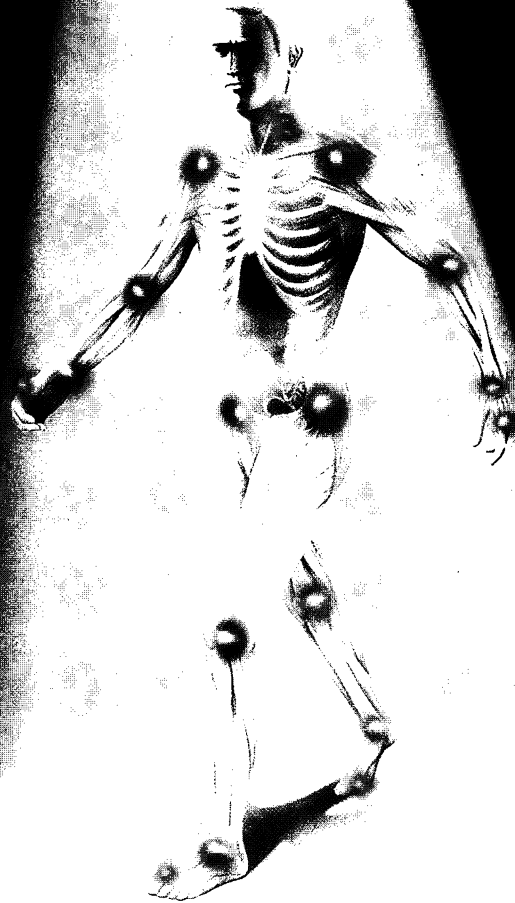
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