

NEW TO PARTNERSHIP PROGRAMME



Colleagues,

Please find below details of a 'New to Partnership Programme'

This will commence in the New Year and be delivered virtually over 4 half day sessions.

The first date will be in January 2021

The cost of the whole programme will be £2000

If you would like to express interest and/or register for the courses please email training@haxbygroup.co.uk

We look forward to hearing from you and supporting you through the course.

Regards

Mike

Professor Mike Holmes

On behalf of Haxby Group Training, Ltd

Day One – Welcome to Partnership

Time	Subject	Lead	Details
0830	<i>Arrival, registration and refreshments</i>	<i>Training Team</i>	
0845	Welcome & Housekeeping	TBC	Introduction and opening remarks
0900	Organisational Theory/Business Organisation	TBC	Types, legal entities, how organisations work, organisational theory basics,
0945	Organisational legal matters	TBC	Contract basics, commitments, UK legislation and contracts, Deeds and agreements, UK Health and Social Care contracts and legislation
1030	<i>Break</i>	<i>Training Team</i>	
1045	Leadership and Management	TBC	Primary Care Leadership, Meaning of “partnership”, Leadership theories, Management science, Being a “partner”
1130	Workshop – What it means to be a partner.	TBC	Groups of two or three in a facilitated discussion about partnership
1215	Summary and look forward	TBC	
1230	<i>Depart</i>	<i>Training Team</i>	

Day Two – The Wider System and Partnership

Time	Subject	Lead	Details
0830	<i>Arrival, registration and refreshments</i>	<i>Training Team</i>	
0845	Welcome & Housekeeping	TBC	Introduction and opening remarks
0900	Health and Care Organisations and roles	TBC	Understand where General Practice fits and how it relates to the wider system., how health and social care is organised in the UK
0945	Legislation and Regulation	TBC	Ensuring that you understand your responsibilities for compliance, CQC, Data protection, Health and Safety, Professional Registration, DBS checks
1030	<i>Break</i>	<i>Training Team</i>	
1045	HR	TBC	How to look after your most important asset, Legislation, Policy, Contracts, Insurance
1130	Workshop – Structure and culture.	TBC	Groups of two or three in a facilitated discussion about Partnership organisation and culture
1215	Summary and look forward	TBC	
1230	<i>Depart</i>	<i>Training Team</i>	

Day Three – Governance and Partnership

Time	Subject	Lead	Details
0830	<i>Arrival, registration and refreshments</i>	<i>Training Team</i>	
0845	Welcome & Housekeeping	TBC	Introduction and opening remarks
0900	Governance	TBC	Paying attention to oversight, Clinical and Corporate, Safeguarding and the vulnerable, Complaints and significant Events
0945	Finance and Accounts	TBC	The basics of how practices are paid. How to read a set of accounts. Income and Expenditure, P and L. Forms of accounts. Capital, shares and profits
1030	<i>Break</i>	<i>Training Team</i>	
1045	Security	TBC	Preparing for the possible and unexpected threats, Business continuity, Security Counter-fraud
1130	Workshop – Finance and Governance	TBC	Groups of two or three in a facilitated discussion about Partnership organisation and culture
1215	Summary and look forward	TBC	
1230	<i>Depart</i>	<i>Training Team</i>	

Day Four – Innovation, the Environment and You

Time	Subject	Lead	Details
0830	<i>Arrival, registration and refreshments</i>	<i>Training Team</i>	
0845	Welcome & Housekeeping	TBC	Introduction and opening remarks
0900	Facilities and assets	TBC	Key matters that you will own or be responsible for, Insurances, Facilities management, Asset control, Leases
0945	IT and Information	TBC	The power of information the opportunities and responsibilities Clinical IT systems and records, Data management, Business IT systems
1030	<i>Break</i>	<i>Training Team</i>	
1045	Common Partnership issues	TBC	Common themes that occur within partnerships and how to address them
1130	Workshop – Personal Development	TBC	Groups of two or three in a facilitated discussion about Personal Development
1215	Summary and look forward	TBC	
1230	<i>Depart</i>	<i>Training Team</i>	