



COURSE

Managing Health & Safety & Internal Auditing

WHERE/WHEN

Monday, 15th November 2010, 09.00 – 17.00 (Registration 09.00 – 09.30)
Seminar Room 5, Clinical School, Addenbrooke's Hospital

Jane runs this course in a very relaxed manner using group work and audience participation so that delegates can get the most from the course

DENTAL MEETING

Speaker: Jane Bonehill – Director DenMed

Aims

The overall aim is to assist dental practices in managing health and safety within the business in order to meet legal and professional requirements.

Objectives – By the end of the course delegates should be able to.....

Managing Health & Safety

- Appreciate the importance of health and safety management
- Understand what is involved in the key steps to managing health and safety
- Recognise the needs of individuals and methods of working together to achieve good health and safety standards

Internal Auditing

- Understand the purpose of an Audit
- Be aware of the key features involved in the process of implementing an Audit System
- Design a specification and undertake an audit

Numbers are limited to 30 delegates

TO ATTEND PLEASE BOOK AT https://secure.intrepidonline.co.uk/CourseManager/EOE/sys_Pages/Common/Login.aspx

Section 63 Approval has been given for **6** hours. There will be a cost of **£35.00** per person

Your booking will be acknowledged through the INTREPID COURSE MANAGER SYSTEM

For further information, please see our website: www.addenbrookes-pgmc.org.uk

REGISTRATION

Please fill in the form, use the back of the slip if more space is needed.

Please return to:

Mrs Deborah Leith
Postgraduate Medical Centre
Box 111
Clinical School
Addenbrooke's Hospital
Hills Road
Cambridge CB2 0SP
Tel: 01223 217105
dl342@medschl.cam.ac.uk

Contact Information

I would like to attend **Managing Health & Safety** on **Monday 15th Nov 2010** and have enclosed a cheque for **£35.00** per person made payable to:
"Addenbrooke's NHS Trust"

Name (please print):

Position:.....

Practice Address:

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Telephone:

Email:

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GDC Number:

Intrepid Booking Ref:.....