

# Clinical and Educational Supervisors Training

**Friday 15 November 2019**

Weetwood Hall Estate, Otley Road, Leeds LS16 5PS

9am Registration, 9.30am Welcome and 4.30pm, Close

The day will cover roles and responsibilities of being a Supervisor, assessment, supporting IMGs (International Medical Graduates), curriculum delivery, using the trainee e-Portfolio, reflection, giving feedback and managing doctors in difficulty. It will provide evidence of ongoing professional development in each of the seven GMC standards for Educators.

This course aims to provide delegates with:

- Become professionally developed in each of the seven GMC standards for educators
- A better understanding of how to support Medical Students, Foundation Year, Core and Higher Trainees in Psychiatry
- Increased expertise in supporting trainees experiencing difficulties

**Our speakers are Consultant Psychiatrists and GMC approved supervisors in Leeds York Partnership NHS Foundation Trust. They also hold the following local, regional and national medical educator roles:**

**Abhijit Chakrabarti**  
**Anne Cooper**  
**David Leung**  
**Vikram Luthra**  
**Sharon Nightingale**

**Feedback from previous delegates:**

"Best thing was talking through scenarios. Having the processes from the college and other organisations

"Excellent balance between presentations and group work"

"Lots of time allowed for discussion if issues raised"

"Meeting other colleagues and learning from experience"

## Course Fees:

**£150.00**

All learning materials, lunch and refreshments are included.

If you are paying by debit or credit card, why not BOOK ONLINE and receive a £10 discount on the advertised price?

## Reservations:

Please complete the reservation form overleaf and post or scan to:  
Events Administrator, Andrew Sims Centre, 2150 Century Way, Thorpe Park, Leeds, LS15 8ZB.

(Please note this is our correspondence address only.)

## Study Methods and Accreditation:

Lectures, small group work, group discussions, question and answer sessions, case studies, case directed discussions etc. This course is eligible for 6 CPD hours subject to your peer group approval.

## This conference is suitable for:

Consultant Psychiatrists and Higher trainees who are, or who plan to become, Clinical or Educational Supervisors of trainees. Speciality doctors who provide clinical supervision to trainees in the workplace.



# Andrew Sims Centre Reservation Form

Course Title: **CLINICAL AND EDUCATIONAL SUPERVISOR TRAINING**

Date: **FRIDAY 15 NOVEMBER 2019**

## YOUR DETAILS

PLEASE PRINT YOUR DETAILS IN BLOCK CAPITALS

Title ..... First Name .....

Surname ..... Job Title .....

Speciality .....

Trust / Organisation .....

Preferred Mailing Address .....

..... Postcode .....

Work Telephone ..... Mobile .....

Email .....

Dietary ..... Other .....

Signature ..... Date .....

## NEWSLETTER AND MARKETING

We want to stay in touch, to let you know about our future courses, discounts and ASC news. If you want to receive this information via our email Newsletter, sent every two weeks, please tick [ ]

## COURSE FEES

[ ] One Place £150.00

Promotional Code ..... Making Course Fee £ .....

## BOOKING & PAYMENT OPTIONS

Please choose **ONE** of the following payment options (1 to 6)

- 1. ONLINE:** andrewsimscentre.nhs.uk and RECEIVE £10 DISCOUNT with a credit or debit card
- 2. TELEPHONE:** 0113 855 5638 with a credit or debit card
- 3. POST:** Administrator at Andrew Sims Centre, 2150 Century Way, Thorpe Park Industrial Estate, Leeds, LS15 8ZB
- 4. BACS:** Account Number: 10003312 Sort Code: 60-70-80  
Please use ref ASC151119-DELEGATENAME
- 5. INVOICE:** Please send a copy of Purchase Order with delegate details to andrewsimscentre.lypft@nhs.net  
Trust .....  
Purchase Order Number .....
- 6. LYPFT Internal Transfer:**  
Budget Holder Name.....  
Budget Holder Email .....  
Budget Code: .....  
Budget Holders signature .....  
Budget Transfer will occur in **November 2019**

**All Payment must be received in advance of event.**

## HOW TO BOOK

If you are paying by debit or credit card, please BOOK ONLINE, otherwise please complete the reservation form and either post to: **Events Administrator, Andrew Sims Centre, 2150 Century Way, Thorpe Park, Leeds, West Yorkshire, LS15 8ZB** or Email it to **andrewsimscentre.lypft@nhs.net**.

Please note this is our correspondence address only. Please check individual courses for venue details.

## PAYMENT METHODS

We prefer to receive payment by credit card. If you would like us to invoice your organisation, a copy of your Trust's or organisation's official purchase order must be enclosed with this booking. **Payment must be received before the course date.** If payment is not received by the day of the course, you will be asked to guarantee your place with a personal credit card on the day. Leeds and York Partnership NHS Foundation Trust staff must provide a budget code and budget holders authorisation.

## ACCREDITATION

This course is eligible for 6 CPD hours subject to your peer group approval.

## THE VENUE

Weetwood Hall Estate is located just North of Leeds City Centre. The venue has free onsite car-parking, complimentary with three designated disabled parking bays.

## CONFIRMATION OF RESERVATIONS

All reservations will be confirmed immediately in writing. Further details including programme times and venue information, will be forwarded approximately 2 weeks prior to the event date. Please ensure you have provided an email address as all booking confirmations will take place by email.

## RESERVATION & CANCELLATION POLICY

Cancellations must be received in writing at least two weeks prior to the course date to be entitled to a refund, which will be subject to a 20% administration fee (minimum £20). We regret that cancellations received after this date cannot be refunded, and refunds cannot be made for failure to attend the event. However, a substitute delegate will be welcomed in your place at any time.

## FURTHER INFORMATION

The Andrew Sims Centre ("ASC") is part of Leeds and York Partnership NHS Foundation Trust ("LYPFT"). Your personal information will be stored and processed by the ASC, Pure360 and Attercopia Ltd according to the General Data Protection Law ('GDPR'). If you would like further information about this please contact us. Your personal information will be used by the ASC to process your application to attend our events.

If you would like to keep up to date with our events and activities, please tick [ ]

If you have booked with the ASC before and already receive our Newsletter and want to unsubscribe please tick here [ ]

If you would like your details to be made available to our third-party partners such as selected event co-partner organisations, or to companies sponsoring or exhibiting at our events, please tick [ ]