

# Booking Form

**Course Title:**

Approved Clinician Refresher

**Date:** Thursday 19th  
September

**Venue:** Hilton Leeds City, Ne-  
ville St, Leeds LS1 4BX

**Timings:**

9:00am Registration

9:30am Welcome

4:45pm Close

**Course Fee:** £285.00

This course is suitable for  
**Approved Clinicians needing  
to renew their status** and is  
worth **6** CPD points.

**Course description:**

This two-day course is  
accredited by NEAP as a  
refresher course for Approved  
Clinicians.

## YOUR DETAILS

**PLEASE PRINT YOUR DETAILS IN BLOCK CAPITALS**

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

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

**Speciality.....**

**Trust/Organisation.....**

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

**Email.....**

**Dietary.....Other.....**

**Signature.....Date.....**

## BOOKING & PAYMENT OPTIONS

**COURSE FEE:** £285.00

**ONLINE:** Please visit [www.andrewsimscentre.nhs.uk](http://www.andrewsimscentre.nhs.uk) and pick the course you would like to attend to book and pay.

**TELEPHONE:** With debit or credit card 0113 855 5638

**INVOICE:** Please send a copy of Purchase Order with delegate details/Trust/PO Number to [andrewsimscentre.lypft@nhs.net](mailto:andrewsimscentre.lypft@nhs.net)

**LYPFT INTERNAL TRANSFER & STUDY LEAVE** Please email [andrewsimscentre.lypft@nhs.net](mailto:andrewsimscentre.lypft@nhs.net) with the following information:

Budget Holder Name & Email.....

Budget Code.....

Budget Holder Signature.....

Budget Transfer will occur in **SEPTEMBER** 2024

**ALL PAYMENTS MUST BE RECEIVED IN ADVANCE OF EVENT**

## 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. We regret that cancellations received after this date cannot be refunded, and refunds cannot be made for failure to attend the event. For further information on the conditions of booking, please [click here](#).

## FURTHER INFORMATION

The Andrew Sims Centre is part of Leeds and York Partnership NHS Foundation Trust. Your personal information will be stored and processed by the ASC, Stripe and HMA according to the General Data Protection Law. 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.