

PROGRAMME TIMETABLE

PRACTICE MANAGEMENT PLUS

Date and Time	Event	Remarks
Thurs 23rd March 2023 1230 - 1400	Getting Started in General Practice Setting Up- Registering for State Contracts Transition from Employee to Employer	Live via Zoom
Thurs 30th March 2023 1230 - 1400	Negotiating Terms and Conditions Partnership Models	Live via Zoom
Thurs 6th April 2023 1230 - 1400	Taxation & Partnership Agreements	Live via Zoom

PROGRAMME TIMETABLE

PRACTICE MANAGEMENT

(ONLY IF BOOKED IN ADDITION TO PRACTICE MANAGEMENT PLUS)

Date and Time	Event	Remarks
Thurs 9th February 2023 1230 - 1400	Module 1: The Role of the Practice Manager	Live via Zoom
Thurs 16th February 2023 1230 - 1400	Module 2: HR & People Management	Live via Zoom
Week 3	Module 3: GMS & State Schemes	Pre-recorded
Thurs 2nd March 2023 1230 - 1400	Module 4: Submitting Claims & Practice Finances	Live via Zoom
Thurs 9th March 2023 1230 - 1400	Module 5: Practice Policies	Live via Zoom
Thurs 16th March 2023 1230 - 1400	Module 6: Effective Communications - Staff and Patients	Live via Zoom