

Short Courses & Development Programmes



Course List

General Practice Forward View

- Resilience Programme *NEW
- Active Signposting *NEW
- Correspondence Management *NEW

ILM Accredited Programmes

- Level 3 – Managing People with Confidence
- Level 5 – Leadership and Management for Primary Care

Primary Care Managers and Supervisors

- Federations and Mergers: Staying Motivated *NEW
- Improving Communications with Staff and Patients *NEW
- Emotional Intelligence and Personal Resilience *NEW
- Delivering Service Excellence *NEW
- Personal Organisation and Coaching Skills *NEW
- Updating Your HR Skills *NEW
- Whistleblowing *NEW
- Lean Working *NEW
- Introduction to Project Planning *NEW
- Maximising Income, Minimising Cost *NEW
- Managing the Practice - Practice Partnerships *NEW
- Fine Tune Your Appraisal Skills
- Effective Meetings
- Employment and Contractual Responsibilities
- Information Governance and Confidentiality in General Practice
- Introduction to Supervision
- Leading People in Primary Care
- Managing Change in General Practice
- Managing Grievance and Discipline
- Performance Management
- Presentation Skills
- Progressing your Practice
- Promoting and Marketing your Practice
- Recruiting the Right Person
- Tackling Access
- Time Management for Practice Managers

Primary Care Staff

- Total Team Working *NEW
- Telephone Communication Skills *NEW
- The Receptionist in Primary Care
- Assertiveness and Interpersonal Skills
- Become a More Effective Communicator
- Chaperone Training
- Equality and Diversity
- Exceptional Customer Service
- Health and Safety for Primary Care Staff
- Improving the Patient Experience
- Managing Pressure at Work
- Medical Terminology for Non Clinical Staff
- Meeting the CQC Standards
- Promoting Quality and Handling Complaints in the NHS
- Succeeding with Difficult People
- Teamwork in Primary Care
- Understanding Information Governance
- Understanding Prescribing
- Who Does What in the NHS and Beyond

Contract and Compliance Training

- Annual Finance and Contract Update
- Building a Business Case
- Health and Safety for Primary Care Managers
- Introduction to Practice Finance and Contracts
- Preparing for CQC Inspection

Data Quality

- Understanding Data Quality
- Exception Reporting in Primary Care
- Clinical Coding - Read Version 2
- Clinical Coding - Clinical Terms Version 3
- Clinical Notes Summarising in Primary Care

Are you ready for the General Practice Forward View?

We have a team of experts who understand primary care and are dedicated to helping you meet the goals set out in the GP Forward View.

In support of this we have developed comprehensive training programmes to support you and your team members. These programmes are now available to Federations and CCGs to help them develop the capabilities of the practice workforce over the next five years.

Resilience Programme

As part of the General Practice Resilience Programme we can assist individual practices or run a programme of support to a group of practices in the same locality. We are able to tailor our programmes based on your training requirements, including:

- Diagnostic services - Helping to quickly identify areas for improvement support
- Specialist human resources and IT guidance
- Coaching and leadership - ILM accredited qualifications
- Rapid intervention and management support for practices at risk of closure
- A bespoke programme of support to help practices struggling with workforce issues
- Change management and improvement support

Active Signposting

These workshops will ensure delegates have a good understanding of Active Signposting and what this means in terms of improving the patient journey and allowing the practice to work more efficiently and effectively. Working in partnership we can ensure that the NHS England criteria are met whilst delivering the most advantageous changes to the practice workforce. This programme consists of 4 levels.

Correspondence Management

By the end of this programme delegates will have a clear understanding of the operational value and importance of Correspondence Management. Delegates will be able to fully contribute to the safe and practical application of correspondence management allowing the practice to optimise their workflow processes. This programme consists of 4 levels.

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ILM Accredited Programmes

Level 3 – Managing People with Confidence

Nationally accredited by the Institute for Leadership & Management, this programme for new managers, team leaders and supervisors covers all the essential aspects of managing their most valuable resource – the team.

The five interactive workshops, coupled with work-based coursework, come together to create confident and competent managers with the skills to tackle the toughest of challenges at work.

5 Full Days ✓

Level 5 – Leadership and Management for Primary Care

This programme has been specifically developed for experienced managers to develop their leadership skills and to focus on advancing their working team within an effective organisation.

The programme will provide them with the skills and knowledge required to become an effective coach or mentor including the ability to communicate and give feedback in ethical and non-judgemental ways. Delegates will learn how to create a contract for coaching or mentoring, to set appropriate expectations and boundaries and to put in place a process that takes in to account learning and communication theories and uses good questioning techniques. The programme will also provide delegates with an opportunity to review and reflect upon their own skills and to develop these in a systematic fashion.

5 Full Days ✓

Level 7 - Leadership and Management

Designed for senior managers and leaders seeking to develop themselves as leaders and managers, who recognise they must satisfy various stakeholders and who want to invest in their own personal brand.

At the end of this course delegates will be able to think and act strategically, make informed evidence based decisions and motivate staff.

See our website for full details of the structure, entry requirements and assessment.



“I definitely feel more confident now as a leader and have more skills and knowledge when dealing with conflict. I have used a lot of motivation techniques taken from the course and so far they are working well. I would recommend anyone to this course.”

Victoria Rose
The Village Surgery

Primary Care Managers & Supervisors Training

Federations and Mergers: Staying Motivated

This workshop is aimed at providing an understanding of the implications of the MCP contracts on general practice. Explore how to capitalise on the benefits and how to engage staff and local key stakeholders in the changes. Key elements of the MCP will be covered and the pros and cons of GP Federations will be explored. Delegates will also examine the steps to success in moving towards adopting the MCP.

Full Day ✓

Delivering Service Excellence

This workshop is aimed at providing customer facing staff with the skills and knowledge to ensure a high quality service is delivered leading to an improved patient experience. Delegates will grow their understanding of the importance of having an overall awareness of the particular needs of their practice population, as well as the need to continually review access to appointments and nurturing a mature PPG. This workshop would benefit anyone who wants to enhance their skills with a view to improving the customer service experience of the patients.

Full Day ✓
Half Day ✓

Improving Communications with Staff and Patients

By the end of this workshop delegates will have assessed their present level of effectiveness, in terms of internal and external communications. Delegates will learn a number of tried and tested techniques to improve their communication skills producing a personal action plan. This workshop is aimed at anyone who feels they could improve the effectiveness of their internal and/or external communications.

Full Day ✓

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“Charan brings great examples to demonstrate the topics. A really helpful course which brings lots of light bulb moments!”

Sally Holmes
Leeds West CCG

Personal Organisation and Coaching Skills

By the end of this half day workshop delegates will have developed an understanding of their own style and the most effective ways to maximise its potential. The course covers how to control and prioritise workloads and how to delegate effectively.

The second part of the workshop will introduce coaching techniques to improve the skills and performance of the team members and provide delegates with some practical points to plan its implementation.

Half Day ✓

Emotional Intelligence and Personal Resilience

Delegates will gain an understanding of the 5 key elements of Emotional Intelligence as well as the key principles of Personal Resilience. It will promote a practical understanding of how, if adopted in the workplace, these approaches could make a real positive difference. Each delegate will leave the session having drafted a personal action plan.

Full Day ✓
Half Day ✓

Updating Your HR Skills

During this interactive workshop, delegates will update their skills and knowledge of Employment Law and HR based on recent developments and exploring some complex common situations which occur in primary care. Delegates will also be able to explore best practice approaches and share experience with colleagues. This training session is aimed at managers in primary care who already have an understanding of HR and Employment Law.

Half Day ✓

Whistleblowing

Whistleblowing is where an employee makes a protected disclosure to their employer or the relevant regulator regarding specific concerns that they have discovered through their work. This workshop has been specially designed for staff working in a primary care setting. Delegates will be provided with information and guidance on Whistleblowing and the importance of this in their role.

Half Day ✓

Lean Working

Once you and your Practice have the clarity of purpose that comes from establishing that you are doing the right things, you can then set about ensuring you are doing those things right. Lean is about getting the right things to the right place, at the right time, in the right quantities, while minimising waste and being flexible and open to change.

Half Day ✓

Introduction to Project Planning

By the end of this one day workshop delegates will have a clear understanding of basic project planning and management. The course is aimed at those managers and supervisors with little or no knowledge of project planning and management tools but who are required to manage small scale projects as part of their day to day work. Delegates will gain skills and knowledge and acquire tools to help them manage the process more effectively.

Full Day ✓

Maximising Income, Minimising Cost

This practical workshop will provide delegates with a clear understanding of how to identify and exploit potential funding opportunities whilst at the same time minimising any non-value adding cost. Delegates will be afforded the opportunity for facilitated group work where they can reflect on how well they presently exploit traditional funding streams and what innovative sources of income they could now consider. Similarly delegates will also conduct a horizon scan to enable them to consider what could impact on their cost base into the future and how best such influences could be controlled.

Half Day ✓

Managing the Practice - Practice Partnerships

All GP practices are essentially private and independent businesses, undertaking as contractors the supply of agreed services under contract to the NHS and remunerated according to the detailed provisions of NHS Statement of Financial Entitlements. The aim of this workshop is to provide delegates with an understanding of the key role that the Partnership Deed has in the business management of General Practice. Whilst specialist legal and financial advice is always recommended for the drafting of and substantial changes to a partnership deed, the Practice Manager will have a central role in ensuring that the deed is kept up to date, is fully understood by all partners (particularly in-coming partners) and is complied with in the routine administration of practice affairs.

Half Day ✓

Gerry Devine

Gerry has over 25 years' experience as a HR and training professional in industrial and research settings. For the past 10 years he has managed a number of GP practices of various sizes and has hands-on experience of the pragmatic approach needed to run a successful practice. He aims to ensure his sessions are enjoyable, learner centred and add real value.



Fine Tune Your Appraisal Skills

Learn how to create and implement an appraisal process that motivates the team and gives a clear development plan to take the practice forward. Designing paperwork, getting the team interested and carrying out productive meetings – it’s all covered in this interactive, one day course.

Full Day ✓

Effective Meetings

Make meetings matter – they can be time consuming and costly yet can also be inspiring and innovating. Make sure you are achieving fantastic outcomes by ensuring everyone is prepared to participate. Improve your agenda; control contributions; set clear objectives and keep everyone focused right through to the end.

Full Day ✓

Employment and Contractual Responsibilities

Keep up to date with the latest developments on this one day course for managers and supervisors with staffing responsibilities.

Make sure your practice is meeting the legal and best practice guidelines in the full range of their employment responsibilities including employment law, the terms of the employment contract, holidays and other leave requirements, flexible working and many others – all explained in easy to understand terms by our expert trainers.

Full Day ✓

Information Governance and Confidentiality in General Practice

Meeting the legal and NHS requirements on Information Governance and Confidentiality is a major responsibility for a practice. This programme will explain all the requirements and the framework for information governance including both legislation and NHS guidance and will take a risk management approach to the disclosure of information and confidentiality.

Full Day ✓

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Introduction to Supervision

A one day introductory session for those thinking of or moving into their first management role. This programme focuses on the key skills that supervisors need including decision making, leadership, structuring and organising yourself and the work of others, delegation and dealing with difficult behaviour.

Full Day ✓

Leading People in Primary Care

Motivate, lead and inspire – three essential ingredients of exceptional management. Learn how to do all these and more on this one day programme which includes effective delegation, planning creative reward systems and dealing with the difficult behaviour that can lower morale and team spirit.

Full Day ✓

Managing Change in General Practice

Change is needed to develop innovation, meet the shifting and increasing demands of patients and new business needs. Prepare yourself to communicate and engage with your team and achieve successful change management. Understand the journey, the resistance and the communication strategy required to keep the team focussed, up to date and motivated towards effective change plans.

Full Day ✓

Managing Grievance and Discipline

When things go wrong in the employment process, managers need to be able to move quickly and decisively to take the right actions to resolve situations. This course will ensure that you make those right decisions. The aim is to avoid the need to use your grievance, capability or disciplinary policy – by creating the right working conditions.

This course will help build confidence for when things do go wrong working within the legal framework and your own policies.

Full Day ✓

“Excellent course, very open dialogue with the opportunity to learn new things.”

Saiful Choudhury
Highfields Medical Centre

Performance Management

This interactive workshop for managers and supervisors will provide them with the skills and knowledge required to set and maintain high standards of performance and to motivate the team to continually improve. Giving feedback on both good and poor performance and the creation and use of a capability procedure will also be covered.

Full Day ✓

Presentation Skills

The ability to deliver high quality presentations has now become an essential part of the practice manager’s role. This skills based course takes delegates through the planning stage right through to the delivery of a confident and engaging presentation or training session. You will learn how to plan and pitch the right level of content, support your presentation with appropriate visual aids, how to rehearse and practise and – most importantly – how to control last minute nerves on the day.

Full Day ✓

Progressing Your Practice

Delegates will learn how to develop business and practice plans, and focus on the delivery of new services. The workshop will provide tips and tools to help managers move their practice forward in the direction they want.

Full Day ✓

Promoting and Marketing Your Practice

A one day workshop to provide managers with the tools and skills to communicate effectively with their patient population in new and creative ways. The workshop will focus on patient engagement, promoting your services and creating a more professional approach to the delivery of services – while making patients aware of everything that you have available for them.

Full Day ✓

“Charan was professional, friendly, courteous and very knowledgeable about the topic. Nice that she had experience of primary care.”

Lisa Johnson
Larwood and Village Surgeries

Recruiting the Right Person

Recruiting in any business environment should be seen as a business investment. Getting the right person, with the right skills to complement your team is a prime responsibility for the practice manager.

This course provides a framework for doing this within the complex legal constraints – the course includes guidance on creating an effective person specification, meeting the NHS Employment Check Standards, responsibilities under CQC Guidelines, shortlisting efficiently and then selecting the right interview structure and tests to ensure the right person joins your team.

Full Day ✓

Tackling Access

Managers will learn how to measure and assess demand upon the practice and to look creatively at their capacity and response. The workshop will explain the available tools to help and will provide an opportunity to discuss innovative and creative new ways of working.

Full Day ✓

Time Management for Practice Managers

Take control of your workload – start by understanding your working style and your individual “time problems”. Then learn a range of skills, tips and techniques to help you get control of your workload by planning effectively and avoiding those annoying “time stealers”.

Full Day ✓

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Primary Care Staff Training

Total Team Working

This fun and interactive workshop will give practice team members the opportunity to learn about and reflect upon their own team work style and to understand how to work well with others to create good teams. Delegates will engage with others to understand good team communication and ways of working and will take part in an action based team work exercise before finishing by reflecting on their own and their practices strengths and areas for development.

Half Day ✓

Telephone Communication Skills

The objective of this half day workshop is to provide delegates with the skills and knowledge required to improve their personal communication skills and use of the telephone at work. The workshop will focus on communicating with patients through good interpersonal skills backed up by effective systems and processes.

Half Day ✓

The Receptionist in Primary Care

This programme of 5 half day workshops to meet the learning and development needs of both new and experienced receptionists in primary care. This programme can be delivered in half day sessions (either morning or afternoon) or in full day blocks. One trainer is used throughout to help the individual delegates develop their skills and knowledge across a broad range of topics including; Understanding the NHS and Primary Care, Communication Skills, Confidentiality, Equality, Diversity and Human Rights and the Operation of General Practice.

Full Day ✓

Half Day ✓

Assertiveness and Interpersonal Skills

Assertiveness and interpersonal skills are essential for all team members working in front line roles where interacting with others forms the basis of their responsibilities. Delegates attending this course will learn how to form better relationships with others through the improvement of their own interpersonal skills. The programme will focus on positive self esteem and include assertiveness techniques for dealing with the most difficult situations.

Full Day ✓

Half Day ✓

Become a More Effective Communicator

Communication is the single most important skill for anyone in the work environment – this interactive and lively course will provide delegates with a much better understanding of the communication process and ways to ensure that the message delivered is the same as the message sent!

Full Day ✓

Half Day ✓

Chaperone Training

Latest guidance on the role of chaperones in primary care states that everyone should receive training in their role and responsibilities as a chaperone. This half day session fulfils that objective and ensures that all team members feel confident with their role and can act in the interest of the patient, and ensure that CQC requirements are met.

Half Day ✓

Equality and Diversity

Meeting the varied needs of patients is paramount to all of the NHS and forms an underpinning principle of CQC Registration. Understanding the complexity of those needs and the diversity of the patient population establishes the starting point for achieving this. By attending this workshop delegates will learn about the differences in patient needs and expectations that arise from differences in culture, religious belief, disability and many other facets of diversity.

Full Day ✓

Half Day ✓

Exceptional Customer Service

A training session packed with tips and techniques to achieve the best in customer service. Delegates learn how to avoid the common pitfalls in providing customer service, learn how to meet the CQC standards and to create protocols and procedures that meet the needs of the patients and service users. Creating the right first impression and dealing with challenging behaviour feature in the programme along with action planning to make significant improvements.

Full Day ✓

Half Day ✓

Health and Safety for Primary Care Staff

Training in health and safety at work is both a legal requirement and features in the CQC outcomes. This one day workshop will ensure that practice staff understand their responsibilities and can take a proactive role in assessing their risks in key areas such as COSHH, Fire Safety, Display Screen Equipment, Lifting and Moving.

Full Day ✓
Half Day ✓

Improving the Patient Experience

Practices need to measure patient feedback both through their own Patient Participation Groups and to meet the requirements of CQC. This programme will help the team focus on the outcomes of their patient experience survey and to look for ways to enhance their experience through high quality customer and clinical services.

The course includes an action planning session to focus on implementing new ideas to improve the total patient experience.

Full Day ✓
Half Day ✓

Managing Pressure at Work

Balancing the positive impact of pressure with the negative impact of stress is a major concern to every employer – this thought provoking course will equip delegates with the skills they need to contribute effectively at work. The course features both short term and long term stress management techniques as well as ways to change the way people behave when pressure hits high levels.

Full Day ✓
Half Day ✓

Medical Terminology for Non Clinical Staff

Non clinicians need not feel daunted by the complexity of language used in primary care – this one day course covers everything you need to know by taking you on a tour of all the main body systems. The starting point is in understanding the building blocks to medical terminology and how the words are created. Then get to grips with the anatomy and physiology to make it all fall into place.

Half Day ✓

Meeting the CQC Standards

The recent developments in the CQC compliance and inspection requirements put an even greater emphasis on the whole practice team to provide safe, effective, caring and responsive services to meet the needs of the practice population. This half day workshop will explain the new requirements and process and will get everyone ready to play an active role when the inspection team visit the practice.

Half Day ✓

Promoting Quality and Handling Complaints in the NHS

Feedback from patients is set to continue as a major theme for the NHS – the national plans and CQC standards aim to increase the amount and the value put on the quality of the patient experience within the system. Make sure all the team is focussed on creating and improving high quality services and that they know how to effectively and efficiently manage complaints when things do go wrong in line with the NHS Framework Listening, Improving, Responding.

Full Day ✓
Half Day ✓

Succeeding with Difficult People

Providing front line services is a tough job – this dynamic workshop provides clear guidance on how to make it as easy as possible by focusing on meeting needs first time. However, all staff still need strategies for dealing with difficult situations and people – whether service users or colleagues.

Delegates will leave with a personal action plan aiming to achieve better outcomes for everyone.

Full Day ✓
Half Day ✓

Teamwork in Primary Care

An invaluable course for supervisors and the team to help everyone recognise the benefits of team work and their own responsibilities in making it work. Delegates learn about how teams are formed and the positive behaviours that keep it working. Practical exercises are used throughout to demonstrate the process.

Full Day ✓
Half Day ✓

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Understanding Information Governance

The whole practice team must receive regular and comprehensive training in understanding information governance. This half day workshop will take delegates through all the component parts of IG using the CIA principles and the NHS best practice guidance.

The course uses a simple risk management approach to ascertaining where changes could be made and ensures that the whole team can contribute to the overall IG strategy in keeping information safe.

Half Day ✓

Understanding Prescribing

An intensive half day session for non clinicians who need to understand the prescribing process and the language and terminology used throughout. This course covers the general rules on prescribing in primary care as well as the main drug groups used. Delegates also learn about the abbreviations used, the importance of reviews and the rules on payments.

Half Day ✓

Who Does What in the NHS and Beyond

This participative workshop will provide delegates with a clear understanding of the workings of the modern “patient-focus” NHS.

Starting with the national picture and then working through each level down to the primary care gatekeepers – delegates learn about who does what and how the different organisations and services fit together to provide seamless care for the patient.

Full Day ✓
Half Day ✓

Charan Sarai

Charan has over 23 years’ experience in Primary Care, most recently as Managing Partner in General Practice. Charan’s love and passion is training and specialises in First Class Service and Communication and Managing Pressure in the workplace.



Contract and Compliance Training

Annual Finance and Contract Update

You will already know the basics about managing practice finances, but you face the ongoing challenge of ensuring that your knowledge is up to date.

This workshop will give you an awareness of what is new together with a practical insight into how you may be able to fully realise that financial potential for your Practice.

This is increasingly important at a time when maintaining or increasing practice profitability can be a key measure of success.

Half Day ✓

Building a Business Case

Writing and developing successful bids and business cases is fast becoming one of the few ways for a practice to consolidate existing funds or access new revenue streams.

This interactive workshop will ensure you have the practical skills for developing succinct, articulate, purposeful bids or business cases, which Commissioners will like and which will have an increased possibility of success.

Full Day ✓
Half Day ✓

Health and Safety for Primary Care Managers

This course will enable managers to implement health and safety into their practice, providing all the tools and templates needed to meet legal obligations. Topics covered will include Risk Management and Risk Assessment, The HSE Stress Management Standards, Display Screen Equipment, COSHH and Fire Safety. Make sure you are up to date and gain readymade documents to help you implement safe systems and policies and meet CQC compliance requirements.

Full Day ✓

“An excellent day’s training! Throughout I couldn’t think of any way of improving. Thought provoking points discussed... Sprinkled with humour! Delivered professionally yet informally. I’m now much more confident in dealing with certain situations.”

Georgette Lunan
Thorkhill Surgery

Introduction to Practice Finance and Contracts

This workshop will ensure you have a good grounding in the basics of your practice’s contracts, as well as an appreciation of other potential revenue streams.

You will gain an awareness of best practice as well as other tools and approaches. This will give you increased confidence in dealing with finance and you will be better placed to stay in control of practice costs, as well as optimising practice profitability.

Full Day ✓
Half Day ✓

Preparing for CQC Inspection

This practical and interactive workshop will ensure that general practice managers and their team are fully aware of the requirements for CQC compliance and are prepared for an inspection.

The workshop will provide delegates with an overview of the inspection processes and the evidence requirements and will include an evidence template that can be used to ensure sufficient evidence is available. The workshop will also focus on the policies and documents required and the training needs of the team.

Full Day ✓



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Data Quality

Good data quality is essential to the effective running of a practice and impacts upon both clinical and support staff. Our range of courses can be delivered to a mixed group of staff from a variety of practices or can be delivered in house to a single practice team. Please contact our Customer Experience Team for details of how these programmes can be adapted for an individual practice team.

Understanding Data Quality

Designed specifically for all members of the primary healthcare team, this workshop will enable delegates to understand how good data quality is of critical importance at all stages in the patient journey. Delegates will consider what ‘data quality’ means, its definition and purpose. During the session delegates will consider the importance of data ‘fit for sharing’ in the context of patient care, practice business processes and for the wider NHS, together with the implications of poor data quality.

Half Day ✓

Exception Reporting in Primary Care

For anyone involved in exception reporting, this new workshop will highlight best practice, explain how and when exception reporting should be used, including some do’s and don’ts, so that you can feel confident your practice is using exception reporting correctly.

Half Day ✓

Clinical Coding (Read Version 2 or Clinical Terms Version 3)

Are your staff coding correctly? Designed specifically for practice staff either new to, or already involved in Clinical Coding using Read Version 2 or Clinical Terms version 3, this workshop will provide delegates with the skills to find appropriate codes quickly and easily; provide hints and tips on coding accurately and effectively and will raise awareness around some of the common coding errors made in general practice.

Full Day ✓
Half Day ✓

Clinical Notes Summarising in Primary Care

This practical and interactive workshop is an invaluable resource for summarisers within primary care, enabling best practice and allowing delegates to be confident that they are summarising correctly, in accordance with latest guidance and achieving data ‘fit for sharing’.

Full Day ✓
Half Day ✓

“Gerry displayed his excellent communication and presentation skills. A ‘dry’ topic made interesting and enjoyable.”

Gill Heppel
St Thomas Medical Group

Join Us

 @thornfields_fpm

 Thornfields@fpm

About Us

Thornfields has been designing and delivering training to Primary Care Organisations since 1993. We have built our reputation by providing highly relevant, interactive and informative training sessions. Our experienced trainers come from professional backgrounds in the Primary Care Sector – many of them retaining working links and relationships which ensures that they are always up to date and able to give practical advice. Each delegate is provided with a comprehensive workshop guide to support their learning and act as a source of reference for the future.

We strive to be at the forefront of all the latest developments – all relevant courses have been updated and adapted to meet the requirements of the CQC and attendance on the courses will provide evidence to support compliance with the outcomes.

Bespoke Training

To complement our comprehensive pre-designed range of courses we also offer a specialist bespoke training design service – additional charges may apply. Contact us for a chat about your training requirements and we can combine and tailor workshops to suit your needs; we will also provide the supporting workshop guides. We aim to be as flexible as possible in the delivery of our training and can deliver full and half day workshops to fit in with specific timings, providing more than one trainer to deliver to large groups if required.

Using Thornfields

For a comprehensive list of our standard courses and development programmes, including agendas and current price information visit our website www.thornfields.co.uk. We aim to continuously improve our service and welcome any feedback around new courses and content.

Contact us now using the contact details below to start planning your training events. Our experienced administration team can advise you on how best to advertise and plan your training event as seamlessly as possible.



Thornfields is part of the First Practice Management Group (FPM Group), which is the UK's premier provider to GP Practices and Primary Care:

- Compliance, information and support resources
- Practice websites and intranets
- Practice management toolkits
- Recruitment and consultancy services
- Training and development programmes

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“Well paced and maintained interest throughout.”

Sue Marsh
Church Stretton Medical Centre