



Learning and Development

Please see below training courses that still have availability:

Adult Basic Life Support

Date	Time	Venue
10 th July 2009	09:00 - 12:00	Seminar Room, Chipping Norton Hospital, Over Norton Road, Chipping Norton, OX7 5AJ
10 th July 2009	13:00 - 16:00	Seminar Room, Chipping Norton Hospital, Over Norton Road, Chipping Norton, OX7 5AJ
16 th July 2009	13:30 - 16:30	Maurice Tate Room, Townlands Hospital, York Road, Henley, RG9 2EB
20 th July 2009	13:30 - 16:30	Resus Training Room, Horton Hospital, Oxford Road, Banbury, OX16 9AL
21 st July 2009	09:30 - 12:30	Seminar Room, Chipping Norton Hospital, Over Norton Road, Chipping Norton, OX7 5AJ
24 th July 2009	09:00 - 12:00	Committee Room, Witney Hospital, Welch Way, Witney, OX28 6JJ
24 th July 2009	09:30 - 12:30	Meeting Room, Wallingford Hospital, Reading Road, Wallingford, OX10 9DU
28 th July 2009	09:30 - 12:30	Meeting Room, Wallingford Hospital, Reading Road, Wallingford, OX10 9DU
4 th August 2009	09:00 - 12:00	Committee Room, Witney Hospital, Welch Way, Witney, OX28 6JJ
4 th August 2009	13:00 - 16:00	Committee Room, Witney Hospital, Welch Way, Witney, OX28 6JJ

4 th August 2009	09:00 - 12:00	Resource Room, Abingdon Hospital, Marcham Road, Abingdon, OX14 1AG
5 th August 2009	09:30 - 12:30	Littlemore Mental Health Centre, Ascott Room, Sandford Road, Littlemore, Oxford, OX4 4XN
7 th August 2009	09:00 - 12:00	Training Suite, Victoria House Surgery, Buckingham Road, Bicester, OX26 3EU
17 th August 2009	13:00 - 16:00	Maurice Tate Room, Townlands Hospital, York Road, Henley, RG9 2EB
16 th September 2009	09:00 - 12:00	Meeting Room, Wallingford Hospital, Reading Road, Wallingford, OX10 9DU

Adult Basic Life Support with Paediatric Modifiers

Date	Time	Venue
24 th July 2009	13:00 - 17:00	Meeting Room, Wallingford Hospital, Reading Road, Wallingford, OX10 9DU
31 st July 2009	13:00 - 17:30	Littlemore Mental Health Centre, Ascott Room, Sandford Road, Littlemore, Oxford, OX4 4XN
7 th August 2009	13:00 - 17:30	Training Suite, Victoria House Surgery, Buckingham Road, Bicester, OX26 3EU
10 th August 2009	09:00 - 13:30	Seminar Room, Chipping Norton Hospital, Over Norton Road, Chipping Norton, OX7 5AJ
11 th August 2009	09:00 - 13:30	Ben Bosley Room, Didcot Hospital, Wantage Road, Didcot, OX11 0AG
12 th August 2009	09:00 - 13:30	Committee Room, Witney Hospital, Welch Way, Witney, OX28 6JJ
25 th August 2009	09:30 - 14:00	Resus Training Room, Horton Hospital, Oxford Road, Banbury, OX16 9AL

Moving & Handling (Patients)

Date	Time	Venue
13 th August 2009	09:30 - 16:30	Ascott Room, Littlemore Health Centre, Sandford Rd, Littlemore, Oxford, OX4 4XN
16 th September 2009	09:30 - 16:30	Ascott Room, Littlemore Health Centre, Sandford Rd, Littlemore, Oxford, OX4 4XN

Equality Impact Assessment

Date	Time	Venue
14 th July 2009	*12:00 - 14:00	Waddesdon Room, Littlemore Health Centre, Sandford Rd, Littlemore, Oxford, OX4 4XN

*Lunch will be provided

Working Safely

Date	Time	Venue
14 th July 2009	09:00 - 13:00	Conference Room, Cambridge House, Bell Business Park, Smeation Close, Aylesbury, Buckinghamshire, HP19 8JR

Managing Performance

This course focuses on exploring and understanding the policies and legislation, reviewing cases and understanding the manager's role.

Date	Time	Venue
28 th July 2009	09:30 - 16:30	Broughton Room, Littlemore Health Centre, Sandford Rd, Littlemore, Oxford, OX4 4XN

Leg Ulcer Master Class

Date	Time	Venue
29 th July 2009	13:30 - 16:00	Meeting Room, Wallingford Hospital, Reading Road, Wallingford, OX10 9DU

Influenza & Pneumococcal Vaccines Immunisation Update

Who should attend: Current immunisers requiring an update and new immunisers as a foundation day

Date	Time	Venue
10 th September 2009	09:30 - 12:00	Royse Room, Abingdon Guildhall, Abbey Close, Abingdon, OX14 3JE

Immunisation Training

Who should attend? All health care professionals giving immunisations or advice

Date	Time	Venue
24 th September 2009	09:00 - 16:00	Unipart Conference Centre, Unipart House, Cowley, Oxford, OX4 2PG

Clinical Supervision - Three Day Clinical Supervisor Course

Date	Time	Venue
9 th & 10 September & 14 th October 2009	09:30 - 16:30	The Pavillion, Whitepost Rd, Bodicote, Banbury, OX15 4BN

Phlebotomy

Date	Time	Venue
22 nd September 2009	09:00 - 13:00	Bicester Country Club, Chesterton, Bicester, OX26 1TE

Introduction to Maternal Mental Health

Date	Time	Venue
3 rd September 2009	14:00 - 16:30	Townlands Hospital, Maurice Tate Room, York Road, Henley, RG9 2EB
25 th September 2009	14:00- 16:30	Boundary Brook House, Old Park Hospital, Old Road, Headington, OX3 7LE

HCA Development Course

Date	Time	Venue
29 th & 30 th September 2009	09:00 - 17:00	Wantage Civic Centre, Segsbury Suite, Portway, Wantage, OX12 9BY

Urgent Care Minor Injury & Minor Illness Course

Who should attend: Qualified nurses working in schools, prisons, and general practice, and for those who work in minor injury units and walk in centres

Date	Time	Venue
6 th November 13 th November 20 th November 27 th November 4 th December 11 th December 18 th December 2009	09:00 - 13:00	Small Hall, Didcot Civic Centre, Britwell Rd, Didcot, OX11 7JN

To book a place please complete and return the attached Learning & Development Application for Training Form

Oxfordshire PCT Learning &
Development Team
APPLICATION FOR TRAINING



COURSE DETAILS (Please use block capitals and complete all boxes)

Course Title:	Venue:
Training Date(s):	Time:
Surname:	Forename(s):
Assignment No: (Number on the top left hand side of your pay slip)	
Workplace Address:	
Occupation:	Band:
Tel:	Email: *A confirmation letter will be sent to you via e-mail if provided.
Address for Correspondence (if different from above):	
Disability Discrimination Act 1995 – If you have any special needs which require to be taken into consideration please state:	
To ensure your personal safety it is important that you advise us of any medical history, injury or disability which may affect your participation in this training:	
Medical details (please attach a Doctors' or Occupational Health Certificate stating your fitness to undertake training, if required):	
This section should be completed and signed by the applicant. Incomplete forms will be returned.	
I confirm that I have discussed attending this training with my manager who authorises my attendance and that all the information I have provided is correct to the best of my knowledge and belief.	
Your signature:	Date:
Manager's Name: (please print)	
Designation:	
Manager's Contact details:	
Email:	Tel. No:
I confirm that I am up-to-date on all statutory and mandatory training required for my role within Oxfordshire PCT and will be at the time of the above requested training course:.	
Signature:	
Date of last training: (as in Line Manger's Database)	Fire: Moving and Handling: Resuscitation (clinical staff only):
Please return to: Learning & Development Team, Jubilee House, 5510 John Smith Drive, Oxford Business Park South, Cowley, Oxford OX4 2LH Email: kaye.hewer@oxfordshirepct.nhs.uk Tel: 01865 336815 / Fax: 01865 336822	