



MENTAL HEALTH
Education and Training Network



Onsite training – we come to you

The Mental Health Education and Training Network specialises in a wide range of bespoke onsite training provisions which can be delivered at your premises – we come to you. This reduces staff travel and accommodation costs and expenses, keeping staff nearer to their workplace for contact and allowing teams of staff to be trained together. Our most popular topics are below, but we can tailor courses to meet your specific needs and requirements.

Personal Professional Development:

- Appraiser / Appraisal Training for Psychiatrists
- Assertiveness
- Building Multi-professional Teams
- Dealing with Conflict
- Effective Job Planning
- Essential Skills for New Consultants
- Managing Change
- Managing Performance and Achieving Targets
- Managing Stress at Work
- Negotiating and Influencing Skills
- NHS Finance in a Nutshell
- Time Management

Clinical:

- Asperger Syndrome in Adults
- Eating Disorders
- Investigating Serious Untoward Incidents / RCA
- Neuropsychiatry
- Physical Health Skills Training for Psychiatrists
- Sport and Exercise Psychiatry
- Eating Disorders

Medico-legal:

- MHA: S12 / AC Refresher Training
- Mental Health Tribunal Skills

What we will provide:

- Negotiation and agreement of dates
- Training advice, guidance and support
- Speaker liaison and booking
- Internal promotional materials (if required)
- Comprehensive course materials for each delegate
- A registration form
- Course follow up/feedback
- CPD certificates of attendance for each delegate

What we would like you to provide:

- Good teaching accommodation which is light, comfortable and airy
- A buffet lunch and refreshments (tea/coffee) for the speaker and delegates according to our programme
- Water and glasses
- Audio visual equipment
- Photocopying facilities during the event (if required)
- A member of staff to act as a main contact in the lead up to and during the event to ensure your event runs smoothly

For more information please contact us on **0113 2572139**
or visit our website educationandtrainingnetwork.co.uk



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Onsite Training Booking Process

Discuss your training needs with ETN and gain guidance and support

Agree training topic, content and learning objectives with ETN

Agree cost, venue and dates for delivery

Training event confirmed and invoice raised

ETN will produce internal promotional material for your distribution

Final details are agreed close to course delivery date

Training materials are delivered to venue

Training is delivered at your premises. Registration and certification

Course follow up and feedback

“ Course was excellent, very helpful & informative ”

“ Very interactive, lots of opportunities to clarify things ”

“ Very well organised ”

▶ Your details *(block capitals please)*

Title: First name: Last name:
Job Title: Department:
Email: Telephone:

Organisation details

Name of organisation:
Contact name:
Email: Telephone:

Topic of interest

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Proposed date/s (if known)

I am happy to receive ETN's future course information Please tick.

Occasionally, ETN would like to send you exciting news, and information about our events and services. We will treat your data with respect and you can locate our T&Cs on our website. You can unsubscribe at any time.

▶ How to book

Tel: 0113 257 2139 **Fax:** 0113 257 8159 **Post:** Education & Training Network, Design House,
Email: enquiries@etnetwork.co.uk 1 Coal Hill Lane, Leeds, LS28 5NA

**For more information please contact us on 0113 2572139
or visit our website educationandtrainingnetwork.co.uk**