



PROFESSIONAL CERTIFICATE IN DENTAL PRACTICE MANAGEMENT - LEVEL 4



IS THIS COURSE FOR ME?

If you are a practice manager looking for formal training that will help you develop techniques and strategies to dramatically improve your practice, then look no further. Our Level 4 programme, awarded by the University of Chester is definitely for you.

Learning

This 10-month programme provides the most effective management training available, delivering outstanding personal development and formal transferable certificate for Practice Managers from the University of Chester.



Key Content

- Understanding regulatory change
- Planning and basic control of practice finances
- Recruiting and managing people and developing teamwork
- Attracting and retaining the right kind of patient
- Communicating effectively with staff, patients and outside agencies



POSTGRADUATE CERTIFICATE IN THE MASTERY OF DENTAL PRACTICE MANAGEMENT - LEVEL 7



IS THIS COURSE FOR ME?

For practice owners or experienced practice managers wanting to increase their mastery of practice business processes, our University of Chester and FGDP* accredited training programme provides all the theoretical and practical tools necessary to run a successful single or multi-site practice.

Learning

This programme runs 1 day per month for 10-months and was developed by dentists who understand the difficulties of combining clinical expertise with the demands of running a practice.



Key Content

- The importance of implementing planning within a dental practice
- Compliance; understanding and implementing procedures
- Leadership, people management and developing teamwork
- Creating a service-led dental practice

* Programme approved by the Faculty of General Dental Practice; (UK) for accreditation (60 credits) towards its Career Pathway'.

THE DENTISTRY BUSINESS

We all need a little advice and guidance at certain times of our life and often the best advice comes from an outside source. So whether you are setting up a new practice, converting from NHS to private or trying to devise your exit strategy, The Dentistry Business can help.

The Dentistry Business is a 3-man team comprising two highly knowledgeable dentists who have worked in both NHS and private sectors and a business executive with extensive corporate experience in marketing and finance. Between them they have encountered every type of practice situation, making them uniquely qualified to pass on their expertise to you.

The Dentistry Business offers modular and one-day courses on many different aspects of dental practice as well as one-to-one work with dentists who require more specific support.

The Dentistry Business can help you to:

- Develop practice systems proven to work
- Keep your practice "on-track"
- Prepare personal and practice development plans to attract and retain the very best staff
- Improve communication skills and plan presentations to increase treatment uptake
- Improve profit margins so the whole team reaps the rewards
- Expand your practice by acquisition or tender
- Meet CQC / clinical governance needs by implementing best practice

You may be able to receive help with the costs of some of our courses through Business Link, contact www.businesslink.gov.uk for more information.



thedentistrybusiness

THE DENTAL PRACTICE MANAGEMENT SPECIALISTS

Your pathway to success starts here...



LOOK
INSIDE

BITE SIZED

STARTING YOUR OWN PRACTICE



**20%
DISCOUNT**

When you book
on both these
workshops

IS THIS COURSE FOR ME?

This **BITE-SIZED** one-day workshop is perfectly pitched at anyone who either wants to acquire / open or has recently opened their own practice

You will learn to understand the key issues about opening and running an NHS or private practice, the key business and operating challenges that you will face and the most important actions you need to take before opening and in the early months.

Key Content

- Acquiring an existing practice at the right price
- Expanding your NHS practice
- Recruiting, retaining and developing the right team
- Understanding the role of CQC, clinical governance and best practice
- Attracting and retaining the right kind of patients

Cost:

£245 for dentists
£175 for DCPs

Venues:

Nationwide starting June 2010

CALL US NOW FOR FULL DETAILS

**7 Hours
Verifiable
CPD**

BITE SIZED

MAKING THE MOST OF YOUR PRACTICE



IS THIS COURSE FOR ME?

This **BITE-SIZED** one-day workshop is designed for dentists and practice managers who own or are partners in an existing practice that they want to develop further.

By the end of the day, you will recognise the solutions to some of the key issues in NHS or private practices, the key business and operating challenges and the most important actions to take to ensure the practice thrives in the future.

Key Content

- Vision, leadership and marketing
- Changes in employment law and taxation
- Presentation skills
- Acquiring the patients you want and who value you
- Expanding your practice offering

Cost:

£245 for dentists
£175 for DCPs

Venues:

Nationwide starting June 2010

CALL US NOW FOR FULL DETAILS

**7 Hours
Verifiable
CPD**

BITE BE INSPIRED TO EXCEL

IS THIS COURSE FOR ME?

This 5-part modular programme is perfect for dentists and practice managers who want to make sense of their business enabling it to grow and flourish. Although each BITE module is a stand-alone course in itself, the 5 modules when taken together, build into a complete practice management programme that will help improve efficiency and increase productivity.

Interactive Learning

Using a proven combination of exercises to stimulate and inform, we reinforce learning with case studies and examples from each of the participant's practices. We encourage group members to share their experiences, successes and determine areas to be worked on further.

Key Content

- Develop your practice vision
- Create a smooth running, efficient Practice operation
- Develop effective leadership skills
- Build and motivate your team
- Understand and exceed patients' expectation

Cost:

£1500 per place Discounts available for multiple participants from the same practice. 4 of the 5 modules may be attended individually for £350 each.

Venues:

Manchester • London • Leeds
Starting May 2010

**40 Hours
Verifiable
CPD**

Please tell me more...

I am interested in:

Personalised practice-based support

BITE 5 Day Modular Programme

BITE-EXTRA - Professional Certificate in Dental Practice Management

BITE-EXTRA - Post-Graduate Certificate in The Mastery of Dental Practice Management

BITE-SIZED - Starting Your Own Practice

BITE-SIZED - Making The Most Of Your Practice

Name:

Position:

Practice:

Address: **Postcode:**

Telephone No:

Email:

thedentistrybusiness
THE DENTAL PRACTICE MANAGEMENT SPECIALISTS

Reply NOW... Simply fill in the card and post to:
Apartment D Levenhurst, Delamer Road, Altrincham WA14 2NQ
or call **0161 928 5995**

Interested in any of these courses? Either complete the reply slip attached or call us for a chat...