



### Are you managing to manage effectively?

The keenly anticipated **NEW** managers course will run for the first time in 2019.

This 3-day residential course is aimed at all managers in general practice who need to acquire or refresh the key non-technical skills required to be successful in their role.

Combining the best elements from the former F, Ga and Gb courses, areas to be covered include:

- planning;
- review;
- appraisals;
- dealing with staff issues;
- decision making;
- team work;
- stress management;
- time management;
- negotiation skills;
- obtaining, keeping and developing clients.

The course is being held 30 April - 3 May 2019, commencing with dinner on 30 April. The venue will be a luxurious hotel in Suffolk.

Attendance will be charged at £1,095 (plus VAT) per person for HAT Member firms.

Please contact us for more details: 020 7213 9911 or visit [www.hatgroup.co.uk](http://www.hatgroup.co.uk)

#### New Recruits



#### Career Development Courses



#### CPD

