

22 COACHING & CONSULTING

PRACTICE MANAGER LEADERSHIP WORKSHOPS



1. ESSENTIAL LEADERSHIP SKILLS FOR RUNNING A PROFITABLE PRACTICE

PDP DEVELOPMENT OUTCOME B- 2 HOURS VERIFIABLE CPD

Aims and objectives:

- To help Practice Manager's understand and learn about what makes an outstanding leader
- To assess and analyse what type of leader you are now and what changes or improvements you need to put in place to be a great leader
- Understand different ways of leading individuals in your team

Outcomes:

- You will develop your own leadership style which will help inspire and motivate your team
- Be clear on what the difference between managing and leading
- You will know the best ways to communicate effectively to your team



2. COMMUNICATION SKILLS TO INCREASE PRACTICE PROFITS

PDP DEVELOPMENT OUTCOME A & B- 2 HOURS VERIFIABLE CPD

Aims and objectives:

- Increase your confidence to communicate with your team effectively
- Learn techniques about how to deal with conflict in the team
- Top tips on how to influence different members of your team

Outcomes:

- Confident in dealing with team issues and giving feedback in practice
- Be able to hold an effective one to one meeting and team meeting
- Become an effective communicator who is able to engage with your team



3. TIME MANAGEMENT SKILLS TO IMPROVE PRACTICE PRODUCTIVITY

PDP DEVELOPMENT OUTCOME B- 2 HOURS VERIFIABLE CPD

Aims and objectives:

- To help you manage time and workload effectively to run the practice efficiently
- Learn how to delegate to your team to improve accountability
- Manage your working week to keep stress levels under control

Outcomes:

- Improved productivity and a more efficient way of working overall
- Managing the practice more effectively
- Improve the capability of your team that will help the practice become more profitable



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4. OUTSTANDING PATIENT CARE THAT DELIVERS RESULTS PDP DEVELOPMENT OUTCOME A- 2 HOURS VERIFIABLE CPD

Aims and objectives:

- Design the patient journey that is right for your practice using the right channels
- To educate all of the team to deliver outstanding patient care and experience
- To scope out the patient journey standards for your practice

Outcomes:

- To have a plan for the practice that will deliver outstanding patient care
- Increased confident in engaging my team to deliver a great patient journey
- To have the skills and knowledge to deliver outstanding patient outcomes overall
– standards and team behaviours



5. DENTAL PRACTICE SURVIVAL- TOP TIPS TO SAVE YOUR BUSINESS

PDP DEVELOPMENT OUTCOME A- 2 HOURS VERIFIABLE CPD

Aims and objectives:

- Understand your practice performance and take action
- Identify revenue opportunities that will improve the bottom line
- Analyse your practice cost base to guarantee cash savings
- Learn how to formulate a practice business plan

Outcomes:

- Complete a robust SWOT analysis that will help you identify the issues and opportunities in the practice
- Learn about different solutions to help you grow your practice profitability
- Learn how to engage your team to get on board with a business plan that delivers exceptional results
- Be confident about how to manage your practice through a crisis



6. EFFECTIVE PERSONAL DEVELOPMENT PLANNING FOR GDC REGISTRANTS

PDP DEVELOPMENT OUTCOME A, B & D- 1 HR 15 MINS VERIFIABLE CPD

Aims and objectives:

- Know what is required to maintain your GDC registration
- Learn techniques of how to complete your PDP in a methodical way
- Start to consider what needs to go on your PDP in order to be successful in your clinical career

Outcomes:

- PDP will be fully completed with clear activities on each development outcome
- Learnt techniques of how to deliver on your PDP commitments
- Clarity on future career goals that you want to achieve