

FIRST THOUGHT TRAINING

PROFESSIONAL - MOTIVATIONAL - DELIVERY

Will deliver the following course as detailed below:

Job Planning and Negotiation Skills

Date:	**8th March 2027**
Location:	**Virtual Delivery Via Zoom**
CPD Points:	**3**
Times:	**9am-12:30pm**
Facilitator:	**Oliver Prince**

CPD MEMBER
The CPD Certification Service
Collective Mark

All senior doctors have to produce a Job Plan to ensure they are meeting operational goals and targets. It's Important to note that a job plan is more than a timetable or schedule of where a doctor needs to be at any time of the day or week. Of course, that is an important component, but the idea of a job plan is to enable managers and doctors to work together, to maximise efficiency and productivity for the greater good of the work-place and patients.

Measurable Aims: At the end of this programme, the delegate can:

- Name 4 elements of a Job plan
- List the 4 PA types and explain each one
- Describe 3 ways to show how the job plan and PDP work together
- List 4 bargaining chips and how to use them in a practical sense when negotiating your job plan terms

The Programme Includes:

- Module 1: Background to Job Planning
- Module 2: What is a job plan?
- Module 3: Objective Setting
- Module 4: Evidence to support Job Planning
- Module 5: Other considerations
- Module 6: Negotiating techniques

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