

Best Practice Recall/Reminders & Letters Workshop

Attend WentWest's Best Practice training workshop and:

- ✓ Systematically use inbuilt tools to manage recalls and reminders in accordance with the RACGP definition of a 'Recall and Reminder system'.
- ✓ Differentiate between an action and a reminder.
- ✓ Identify areas where reminders and actions can be generated.
- ✓ Use, modify and import downloaded letter templates.

Session Details: Tuesday 30th October, 2012 6:30pm - 9:30pm

Limited places per workshop so please register early

Where: Level 1, 85 Flushcombe Road, Blacktown.

Cost: \$80 per Session. Light supper supplied.

Pre-requisite: Basic level of computer competency.

Payment: Please fax payment confirmation with completed registration form. Tax invoice will be forwarded upon payment receipt.

BSB: 633-000 **A/C:** 126759075

Reference: Surname & First Initial (Jo Smith = SmithJ)

This workshop is recommended to all GPs, practice nurses and staff

This activity has been approved by the RACGP QA&CPD Program and allocated 2 points/hour. Total CPD points = 5 (Category 2).

Registration (please complete & return by fax to 02 9622 3448):

Name: Practice Name:

Phone: Email:

For further details please contact WentWest on 02 8811 7100 or email support@wentwest.com.au

