

# GP & Practice Staff Event

## Mental Health First Aid



MHFA England

**Wednesday 23 May and Wednesday 30 May 2018**

Gain a Mental Health First Aid qualification on this fully certified course.

**Delegates must attend both days in order to receive a certificate**

The course includes an in depth understanding of mental health and the factors that can affect wellbeing; the practical skills to spot the triggers and signs of mental health issues; confidence to step in, reassure and support a person in distress, and the knowledge to help someone recover their health by guiding them to further support. A free copy of the MHFA manual is included in the delegate fee.

- Time:** 09:30 – 17:00 (registration and refreshments from 09:00)
- Venue:** Londonwide LMCs, Entrance D, Tavistock House South, Tavistock Square, London WC1H 9LG (next to BMA House)
- Cost:** £380 (inclusive of VAT) for attendees from Londonwide practices  
£480 (inclusive of VAT) for attendees from practices from other areas

*Please note that the delegate fee covers venue, catering, training provider costs, MHFA manual, workbook, registration and certification.*

**Please complete the booking form to reserve your place.  
Please keep terms and conditions for your reference.**

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# GP & Practice Staff Event

Booking Form: Mental Health First Aid  
Wednesday 23 and Wednesday 30 May 2018

<b>Workshop name</b>	Mental Health First Aid
<b>Target Audience</b>	GPs and practice staff
<b>Duration</b>	Two full days – delegates must attend both days to receive certificate.
<b>Format</b>	We limit numbers to 16 people per course so that the instructor can keep people safe and supported while they learn. The programme is split into four sessions, each session is supported by a workbook and a substantial manual for future reference. When you complete the two days you will get a certificate to say you are a Mental Health First Aider.
<b>Presenter</b>	Pauline Murray-Knight MBE is a Mental Health and Well-Being Consultant working with STILLHR. Pauline has been a Mental Health facilitator and coach for many years and has developed her knowledge during 33 years of military service and 20 years as a therapist. In June 2017, she was honoured with an MBE in recognition of her selfless work as an advocate for mental health support, her charity work and her dedication to promoting Mental Health First Aid.
<b>Overview</b>	Includes an in depth understanding of mental health and the factors that can affect wellbeing; the practical skills to spot the triggers and signs of mental health issues; confidence to step in, reassure and support a person in distress, and the knowledge to help someone recover their health by guiding them to further support.  <b>A free copy of the MHFA manual is included in the delegate fee.</b>
<b>Learning Outcomes</b>	<p><b>Session 1:</b> Why Mental Health First Aid? The Mental Health First Aid action plan; What is mental health? Impact of mental health issues; Stigma and discrimination; What is depression? Symptoms of depression; Risk factors for depression; Depression in the workplace.</p> <p><b>Session 2:</b> Suicide figures; Alcohol, drugs and mental health; First aid for suicidal crisis; Non-judgemental listening skills; First aid for depression; Treatment and resources for depression; Self-care.</p> <p><b>Session 3:</b> What is an anxiety disorder? First aid for anxiety disorders Crisis first aid after a traumatic event; Alcohol, drugs and anxiety disorders; Treatment and resources for anxiety disorders; Cognitive distortions and CBT; Personality disorders; Eating disorders; Self-harm.</p> <p><b>Session 4:</b> What is psychosis? Risk factors for psychosis; Alcohol, drugs and psychosis; Schizophrenia; Bipolar disorder; Warning signs of developing psychosis; Crisis first aid for acute psychosis; Treatment and resources for psychosis; Recovery and building resources.</p>



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Booking Form: **Mental Health First Aid**  
**Wednesday 23 and Wednesday 30 May 2018**

The cost for attendance *per delegate for both days* is **£380 (including VAT) for attendees from Londonwide practices and £480 (including VAT) for attendees from practices from other areas**. Places are limited so please complete the form below and return it with your cheque, payable to 'Londonwide Enterprise Ltd', or choose the pay by BACS option for the attention of Marie Vassallo [marie.vassallo@lmc.org.uk](mailto:marie.vassallo@lmc.org.uk) at Londonwide LMCs, Tavistock House, Tavistock Square, London, WC1H 9LG by **Friday 18 May 2018. Please complete and save this form before emailing it.**

Name: \_\_\_\_\_

Practice/contact details: \_\_\_\_\_

Postcode: \_\_\_\_\_ Email address: \_\_\_\_\_

Dietary/Access requirements: \_\_\_\_\_

Please tick the appropriate box for your payment preference: BACS  cheque

If you choose the BACS option you will receive a separate email with bank account details for payment.

Please tick this box to indicate that you have read our Terms and Conditions

## Terms and Conditions

### Londonwide LEAD

All bookings are subject to the terms and conditions set out below. The person making the booking accepts all terms and conditions as set out herein on behalf of those named. In regards to data, the only data that may be shared would be name, profession, practice name and/or practice area. The fee includes lunch, refreshments and a copy of the event documentation and is inclusive of VAT.

### Cancellations/Substitutions

Cancellations made at least four weeks before the event date will be charged at 10% of the total cost. Cancellations made between this date and at least two weeks before the event date will be charged at 50% of the total cost. Cancellations made after this date will be charged the full total cost. We regret that any cancellation after this date cannot be refunded, and that refunds for failure to attend the event cannot be made. However you can send a substitute delegate at any time. Cancellations and substitutions must be made in writing to [lead@lmc.org.uk](mailto:lead@lmc.org.uk).

Information Commissioner's Office, as required under the Data Protection Act 1998. Londonwide LMCs Ltd registration number is Z1239475 and Londonwide Enterprise Ltd is Z1965945. In order to deliver our services to you, we need to process and store your personal information, which will be done in a secure manner. By entering your details, you agree to allow Londonwide Enterprise Ltd and Londonwide LMCs Ltd to contact you (by mail, email, telephone, SMS or fax) regarding its services and activities. If you do not wish to receive these communications, please tick the box below.

By ticking this box, I confirm that I do not wish to receive further information on events or services provided by Londonwide LMCs Ltd or its subsidiary Londonwide Enterprise Ltd.

By ticking this box, I confirm that I would like to receive information from carefully selected partners/associates/exhibitors, which provide health care related services, products or information.

If you change your mind in the future regarding the receiving of communications from Londonwide LMCs Ltd, Londonwide Enterprise Ltd or selected third parties, please confirm this in writing to Paul Tomlinson, Company Secretary ([Paul.Tomlinson@lmc.org.uk](mailto:Paul.Tomlinson@lmc.org.uk)).

Events may be supported by external companies, including pharmaceutical suppliers. Your name, profession and location area may be shared with these carefully selected exhibitors and sponsors at events.

### Event Language – English

### Alterations to the advertised event:

It may be necessary for reasons beyond the control of Londonwide Enterprise Ltd to alter the timing of the event, the identity of the speaker, the date or the venue but the event objectives will remain the same. In the unlikely event that the scheduled event is cancelled by Londonwide Enterprise Ltd (as opposed to postponed), we will refund you the registration fee, but to the fullest extent permitted by law, we will not be liable to you for any other costs or losses, whether direct or indirect. This does not affect your statutory rights. Londonwide Enterprise Ltd shall not be liable for loss of profit or business damage, whether direct, indirect or consequential, howsoever caused.

### Venue policies

Delegates in attendance will be expected to comply at all times with the rules and regulations imposed by the venue and may be removed from the event for failure to do so. Any loss of personal property at the venue is at your own risk. You may be held liable for any damage you may cause at the venue.

### Feedback, Complaints, Comments and Suggestions

If you have any feedback, complaints, comments or suggestions about an event then please contact us in writing to [lead@lmc.org.uk](mailto:lead@lmc.org.uk). We will acknowledge this within ten working days and agree an appropriate timescale with you in which to respond to your request.

### Equality

Londonwide LMCs Ltd and Londonwide Enterprise Ltd is committed to equality for all. Londonwide Enterprise Ltd does not tolerate any form of exclusion, harassment, victimisation, bullying or other unfair discrimination on any grounds including protected characteristics as described in the 2010 Equality Act. All participants (including wider groups of individuals connected to the organisation) are expected to value and respect each other.

The behaviour of non-employed associates of the company will be addressed where they are in breach of this principle and may be subject to the following actions:

- Contractors/speakers/exhibitors may have their contract terminated.
- Course delegates may be removed from their programme
- Venues and their staff – this will be followed up and a review undertaken on whether to use those facilities again.

### Force Majeure

Londonwide Enterprise Ltd shall not be liable for any failure to perform its obligations where caused by circumstances beyond its control including for example acts of God, war, riot, explosion (including terrorist attack), abnormal weather, or natural physical disaster, fire, flood, strikes or Government, or Government agency, action or regulations.

### VAT Registration

All payments are subject to VAT and Londonwide Enterprise Ltd VAT registration number is 130 1454 66.



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Cancellation period	Discount
At least four weeks before the event date	10% of the total cost will be charged
At least two weeks before the event date	50% of the total cost will be charged
Less than two weeks before the event date	100% of the total cost will be charged

### Access Requirements

To help us ensure that all delegates attending the event are able to participate fully, please let us know about any requirements you have when you complete the form.

### Dietary Requirements

We always provide vegetarian options at our events, but please inform us on the form if you need us to cater for any other dietary requirements.

### Data Protection

Londonwide Enterprise Ltd and Londonwide LMCs Ltd are committed to protecting your privacy and security. Both Londonwide Local Medical Committees Ltd and Londonwide Enterprise Ltd are registered as Data Controllers with the

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