

Supporting healthcare within our Communities through great service

An Interactive Workshop to support the roles of our
Frontline Reception / Administrative Teams

To be held at the Berri Resort Hotel

on

Wednesday 3 June 2015 - 6pm welcome / light meal

Workshop - 6.30pm – 8.30pm



Facilitator:

Marion McKay - Dip HRM, Dip Counselling and Group Work, CPM, FAAPM

PO Box 23, Brighton SA 5048

Email: marion@marionmc.com.au / Web: www.marionmc.com.au

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Who is invited to attend?

The people working in support of people in their community through their work in health and community care environments eg: receptionists and administrative support team members from community work in General, Allied Health, Dental, Specialist, Aged Care, Community based programs and healthcare practices.

Developed specifically with Rural Community Service in mind, this program will include:

- Gaining an awareness of differences in people's mannerisms and communication styles that we work with and serve in our work
- Better ways to connect with our patients/clients/community members to meet needs relating to service
- Dealing with the challenges we face in our roles as the face of our organisations.

Marion brings to the Riverland her wealth of experience in healthcare and community service having worked in almost all aspects of healthcare over many years. While based in Adelaide, Marion has always had a passion for rural community support bringing face to face further education. Marion has a passion for people and their ongoing development, and as one of her many roles provides contract Training and Assessment services to the University of New England Partnerships (UNEP) programs on Practice Management.

This is clearly an evening not to be missed!

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Wednesday 3 June 2015 6pm for 6.30pm – Berri Resort Hotel

REGISTRATION FORM

(Please email: marion@marionmc.com.au or fax completed registration - [fax: 08 8298 1314](tel:0882981314))
\$66.00 per person (gst inclusive) – \$55.00 per person for 4 or more from the one organisation

Organisation or Practice Name: _____

Company Name (if different to organisation name) _____

Organisation/Practice address: _____

Contact Person: _____ Best Contact Number: _____

Email Contact address: _____

Attendee(s) - (please print clearly so a certificate of attendance can be prepared)

Name(s) of person(s) registering to attend:

Payment by Electronic Funds only please to:

Marion McKay

BSB: 805 050

Account Number: 61370130

EFT Message / Reference please: McKay 030615

Receipts will be available on the 3 June 2015.

PLEASE NOTE: Monies paid for this event, where attendee cancellation or inability to attend occurs, will not be refunded after the close of business 5.00pm Friday 29 May 2015. Sending a replacement attendee on the night is welcomed in place of cancellation.

Contact Marion via website 'contact' page – www.marionmc.com.au