

## Professional Development Award in Dental Practice Management Institute of Leadership and Management

### Overview:

Dental practice managers are vital for continual business success and a key to the internal management of the organisation.

### Objectives:

This qualification is the only management qualification specific to dentistry and is certificated by the Institute of Leadership and Management. It provides the foundation knowledge and skills to enable Dental Care Professionals to manage a successful dental practice or clinic.

### Who should attend:

Dental Care Professionals and Dental Practice Management wishing to gain a qualification in Dental Practice Management.

### Duration:

30 hours of delivery covering 10 weeks of evening class attendance for three hours per week.

### Reference Materials:

Delegates will be provided with reference materials.

### Topics:

- Leadership
- Motivation
- Team Building
- Communication
- Cost Control
- Patient Care
- Health and Safety
- Development of practice inspection manual
- Continuous improvement and policy writing
- Assessment support
- Planning
- Promoting and implementing change

### Key Contact:

For further information or to arrange an appointment, contact:

Alastair McGhee, Corporate Development Executive,  
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### How to Book:

Contact Tracey Reid, Commercial Development Officer,  
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