



Applications Now Open

Practice Management Induction 2026/27 Programme

The induction programme is aimed at new and aspiring Practice Managers, Assistant, Deputy and Operation Managers. As an induction level, this is suitable for those new to General Practice or new to role within their first 6 to 12 months, or for aspiring managers who wish to broaden their knowledge and skills to progress into a practice management. This follows successful delivery of the five cohorts since 2021 with excellent feedback from over 150 delegates.

Learning Objectives

- Understand key practical aspects of Practice Management, building on the delegates own experiences either in general practice or across other industry experiences.
- Opportunity to apply learning with real scenarios and relate learning to your own practice knowledge.
- Learn in a supportive group of local colleagues facilitated by experienced Practice Managers and guest speakers.
- Establish a network of colleagues for peer support both on and off the programme.

Programme Overview

The 7 - module programme is approx. 40-50 guided learning hours over six months and follows a blended approach including face-to-face, virtual sessions, pre-recorded and self-directed learning.

Our programme includes access to our virtual library for resources including delegate handouts, videos and links to further reading to provoke thought and discussion. There is an assumption of approx. 2hours of self- learning per month and for some sessions there is pre-work which will be notified in advance. This will support the delegate to be able to participate fully in group discussion apply and fully embed the learning in the context of their own practice and be able to de-brief in a safe, supportive and non-judgemental environment within the group session.

Delegates are encouraged to attend all sessions to complete the whole programme and receive the certificate and will be asked to evidence learning where relevant.

At the course leader's discretion, we may accept attendance on single modules for some candidates where they need to 'top up' knowledge on a particular module. You will not get the full programme certificate, but the training can contribute to your own CPD hours.

Module Content & Proposed Timetable

Please note that some of the sessions will be joint with the Partnership Development Programme where content overlaps, to enhance shared learning and ensure consistency across roles.

MODULE 1: QUALITY & CQC	22nd October 2026 09:30 - 12:30 Location: TBC Topics Include: - CQC Single Assessment Framework - Quality Statements - Embedding inspection and quality processes - CQC data and evidence categories and how these are used to inspect your practice - Q&A
MODULE 2: HR & PRACTICE PART 1 & 2	4th November 2026 13:00 -14:30 Online Topics Include: - Employment Law – Contracts, legislation etc - Partnership Agreements 25th November 2026 13:00 -16:00 Location: TBC Topics Include: - Salaried GP contracts - GP locums
MODULE 3: FINANCE & CLAIMS	3rd December 2026 13:00 - 16:00 Location: TBC Topics Include: - Global Sum - Cash flow forecasting - Claims
MODULE 4: PREMISES AND ESTATES	14th January 2027 13:00 - 16:00 Online Topics Include: - Models of ownership & types of leases - NHS rent reimbursement - District Valuation - Property development
MODULE 5: FUTURE STRATEGIC DIRECTION AND SUPPORT	11th February 2027 13:00 - 16:00 Online Topics Include: - Exploring the national and local strategic policies for health - Thinking about the future trends and challenges for General Practice - Integrated Neighbourhoods and Systems - Digital Health
MODULE 6: LEADERSHIP	24th February 2027 13:00 - 16:00 Location: TBC Topics Include: - Leadership styles - Conflict Resolution - Positive Team culture - Implementing change - My role as Practice Manager
MODULE 7: PRIMARY CARE CONTRACTS AND COMMISSIONING	March 2027 13:00 -16:00 Location: TBC Topics Include: - Overview of NHS commissioning - Contract negotiation roles - GP Contracts – GMS, AMS, PMS - Essential/ additional/ LES and DES - PCNs - BMA, RCGP, Indemnity organisations, and Primary/Secondary Care Interfaces

Additional Learning Support

We value the unique ways we all learn and apply our learning. If you have any learning support needs, please do let us know and we will be happy to discuss.



Coaching Offer



As part of the programme, delegates can apply to our coaching offer, costs may apply.

Course Accreditation

This programme is accredited with CPD UK. We constantly look to update, improve and evaluate to ensure quality assurance.



Levels of Learning

We acknowledge that some delegates may have covered some content for some of the modules and have already met the required elements through prior experience or learning. We encourage you to bring your valuable knowledge and skills to help support and share with fellow delegates.



Disclaimer



The programme, module content and dates/ venues are subject to change at the Course Leaders discretion.

Use of Data and Privacy Policy

Your data is held securely and in line with our Data Policy. We hold specific data on delegates including the following: name, role, practice, work email, EDI monitoring, confidence levels at start of course, attendance and evaluation. This is for the purposes of monitoring and reporting.



How to apply

Applications are encouraged from delegates across a range of management roles, experience and backgrounds. The online link to the application form is [here](#). OR Scan QR code!

Deadline: 14th September 2026

