

MEMORANDUM

From: Clinical Skills Team

Tel: 01302 649107/642053

To:

Date: 5 July 2018

COURSE: Central Line Insertion Session

DATE:

TIME: 14:00 Hrs

VENUE: Clinical Skills Lab, C Block, DRI

Further to your nomination to attend the above training session, I am writing to confirm that a place has been allocated to you. There is no pre-course reading for this course.

The venue is the Clinical Skills Lab, **Ground Floor, C Block, DRI** (lower left area on the enclosed map). You no longer need a code to gain access during core hours.

Please note, should the training day fall on any religious festival or you have religious commitments that you must fulfil, we will endeavour to accommodate this. Please do not hesitate to contact the facilitator on the day.

Please ensure that your study leave has been applied for and approved to attend this training session. For further details please contact Cath Smith Tel: 01709 424543, Email: Catherine.Smith@rothgen.nhs.uk.

Kind regards

Clinical Skills Team