

Workshop Registration Form

Non-member of the Community Therapists Network £175*

Member of the Community Therapists Network £140*

Please provide your CTN Membership number:

* 25% discount will apply to these prices if attending the CTN Conference on 15th October

Title:	First name:	Surname:
Job Title:		
Company:		
Address:		
Town:	County:	Post Code:
Telephone:		Email:

I wish to book delegates to attend at £ each. Total = £

I enclose a cheque for the total amount payable to Community Therapists Network

Please invoice me for the total amount payable * Purchase Order n^o:

* If invoice details differ to those above, please provide on a separate sheet

Please charge my debit/credit card for the total amount payable

Delta Maestro Mastercard Visa

Name on card:

Card number: 3 digit security code:

Expiry date: Start date (Maestro): Issue n^o. (Maestro):

Date: Signature:

Special dietary requirements:

We may send you additional information on the services of the Community Therapist Network and its products. If you wish to receive information please tick this box:

Please return to:

**Community Therapists Network Secretariat, Innervate Ltd, 27 Fitzroy Square,
London W1T 6ES or fax to 020 7760 7193**

Telephone: 020 7554 4044, email: info@communitytherapy.org.uk

www.communitytherapy.org.uk



Building Your Business Case

in community rehabilitation

**A Workshop from the
Community Therapists Network**

14th October 2009, Manchester Conference Centre

Learn to build and present a business case

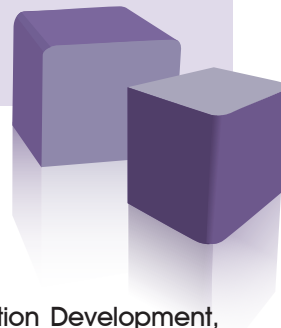
About the Workshop

This hands-on workshop aims to teach you the essential steps of developing a business case to support your rehabilitation service within the new commissioning environment. It will focus on explaining the various thought processes needed to help you and your colleagues build a sound business case.

Each team will be given time to prepare a 10 minute "pitch", during which they will present their business case. Help will be at hand to develop your presentations. On completing your pitch, each team will be given feedback.

Key learning outcomes

- Understand the commissioning process
- Synthesise evidence to support the business case
- Detail unique contribution
- Accurately budget for cost effectiveness
- Risks and benefits
- Demonstrate improved outcomes



Workshop Facilitators

Daniel Mason, Strategy Manager, Sheffield PCT

Tony Smith, Senior Lecturer in Leadership and Organisation Development, Faculty of Health and Wellbeing, Sheffield Hallam University

Programme

- | | | |
|-------|--|----------------|
| 10.50 | Introduction | Neil Bindemann |
| 11.00 | Building Your Business Case | Tony Smith |
| | Understanding the context / market | |
| | Identifying the problem | |
| | Needs assessment | |
| | Delivering a quality service | |
| 12.20 | Lunch | |
| 13:20 | Responding to requests for tenders | Daniel Mason |
| | The tendering process | |
| | Making the case | |
| | Assessment criteria | |
| | Getting ahead of the game | |
| 14:00 | Group Session – Developing a business case / bid | |
| 15:15 | Coffee/Tea | |
| 15:30 | Presentation and Feedback Session | |
| | Close | |

Delegates attending both the CTN Annual Conference on 15th October and the 'Building Your Business Case' Workshop will receive a discount of 25% off the conference registration fee.

Complete the booking form overleaf or visit the website for more details:

www.communitytherapy.org.uk