

**Continuing Professional Development (CPD) for  
experienced RCN Representatives and activists in  
England**

**Prospectus for April 2012 to March 2013**

**Information pack for the RCN London Region**

**USEFUL CONTACTS FOR YOUR REGION**

<p><b>Regional Office</b></p>	<p><b>RCN London Region</b>                  9<sup>th</sup> Floor                  236 Gray's Inn Road                  London                  WC1X 8HL                  0345 7726100  <a href="mailto:london.region@rcn.org.uk">london.region@rcn.org.uk</a></p>
<p><b>Regional Director</b></p>	<p><b>Bernell Bussue</b></p>
<p><b>RCN Officers</b></p>	
<p><b>Stephen Awosunle</b>                  020 7841 3328  <a href="mailto:stephen.awosunle@rcn.org.uk">stephen.awosunle@rcn.org.uk</a></p> <p><b>Sharon Bissessar</b>                  020 7841 3321  <a href="mailto:sharon.bissessar@rcn.org.uk">sharon.bissessar@rcn.org.uk</a></p> <p><b>Trish Davis</b>                  020 7841 3325  <a href="mailto:trish.davis@rcn.org.uk">trish.davis@rcn.org.uk</a></p> <p><b>Paula Delaney</b>                  020 7841 3322  <a href="mailto:paula.delaney@rcn.org.uk">paula.delaney@rcn.org.uk</a></p> <p><b>Sean.bickerstaffe</b>                  020 7841 3329  <a href="mailto:sean.bickerstaffe@rcn.org.uk">sean.bickerstaffe@rcn.org.uk</a></p>	<p><b>Stephen Godecharle</b>                  020 7841 3311  <a href="mailto:stephen.godecharle@rcn.org.uk">stephen.godecharle@rcn.org.uk</a></p> <p><b>Sue Lister</b>                  020 7841 3326  <a href="mailto:susan.lister@rcn.org.uk">susan.lister@rcn.org.uk</a></p> <p><b>Adele McKenzie</b>                  020 7841 3320  <a href="mailto:adele.mckenzie@rcn.org.uk">adele.mckenzie@rcn.org.uk</a></p> <p><b>Alan Ridley</b>                  020 7841 3316  <a href="mailto:alan.ridley@rcn.org.uk">alan.ridley@rcn.org.uk</a></p> <p><b>Jayne Tierney</b>                  020 7841 3306  <a href="mailto:jayne.tierney@rcn.org.uk">jayne.tierney@rcn.org.uk</a></p>
<p><b>Your Development Officer</b></p>	<p><b>Your Learning and Development Facilitator</b></p>
<p><b>Alison Telfer</b>                  020 7841 3336  <a href="mailto:alison.telfer@rcn.org.uk">alison.telfer@rcn.org.uk</a></p>	<p><b>Julia Carter-Meadows</b>                  020 841 3335  <a href="mailto:julia.carter-meadows@rcn.org.uk">julia.carter-meadows@rcn.org.uk</a>                  Julia is based in the London Office when not delivering programmes</p>

**THE RCN REPRESENTING AND INFLUENCING TEAM INVOLVED IN CPD MODULE DELIVERY**

**Sue Antrobus**  
Learning and Development Manager  
07962 684603  
[sue.antrobus@rcn.org.uk](mailto:sue.antrobus@rcn.org.uk)

**Lynn Smith**  
PA to Sue Antrobus  
Based in RCN North West Region  
01204 552440  
[lynn.smith@rcn.org.uk](mailto:lynn.smith@rcn.org.uk)

**Gaynor Bradley**  
Learning and Development Facilitator  
North West and Yorkshire & Humber  
Regions  
07825 924668  
[gaynor.bradley@rcn.org.uk](mailto:gaynor.bradley@rcn.org.uk)

**Julia Carter-Meadows**  
Learning and Development Facilitator  
Eastern and London Regions  
07962684594  
[julia.carter.meadows@rcn.org.uk](mailto:julia.carter.meadows@rcn.org.uk)

**Ron Elvins**  
Learning and Development Facilitator  
South West Region  
0345 456 7859 ext 7036  
[ron.elvins@rcn.org.uk](mailto:ron.elvins@rcn.org.uk)

**Deborah Haynes**  
Learning and Development Facilitator  
East and West Midlands Region  
07768 355834  
[deborah.haynes@rcn.org.uk](mailto:deborah.haynes@rcn.org.uk)

**Heather Whitton**  
Learning and Development Facilitator  
Northern Region  
0191 511 5816  
[heather.whitton@rcn.org.uk](mailto:heather.whitton@rcn.org.uk)

**Rachel Wood**  
Learning and Development Facilitator  
South East Region  
07774 251476  
[rachel.wood@rcn.org.uk](mailto:rachel.wood@rcn.org.uk)

**Pam D'Silva**  
Learning and Development Administrator  
Based in West Midlands Region  
0121 450 4305  
[pamela.d'silva@rcn.org.uk](mailto:pamela.d'silva@rcn.org.uk)

**Karen Ruff**  
Learning and Development Administrator  
Based in West Midlands Region  
0121 450 4338  
[Karen.ruff@rcn.org.uk](mailto:Karen.ruff@rcn.org.uk)

## **CPD Workshops**

To apply for a place on a CPD workshop follow these easy steps

1. In the CPD prospectus insert you'll find a description of each workshop mapped to the RCN Mentorship Practice Standards available to experienced representatives in this region.
2. In this document you will find more details of when and where they are taking place.
3. Identify which workshop you would like to attend.
4. Be clear how the learning opportunity fits with your personal development plan.
5. Have a discussion with your mentor or regional officer covering the branch you belong to, asking them to nominate you by signing the CPD nomination form (included at the end of this document). You can find out the details of your regional officer by calling your RCN regional office.
6. Complete the nomination form and send it to the learning and development administrator – contact details are on the form.
7. When your place is confirmed, you will receive a letter and further information on your chosen workshop. If the course is full, you will be notified of this.
8. Expenses will be paid in accordance with the RCN Expenses Policy for RCN Members (copy available on request).

Remember, only a limited number of places are available on CPD workshops so make sure you plan ahead. You will receive a letter confirming if your nomination has been successful.

### **The administrator for Module 3 Workshops is:**

**Pam D'Silva**

Learning and Development Administrator  
Based in West Midlands Region

0121 450 4303

[pamela.d'silva@rcn.org.uk](mailto:pamela.d'silva@rcn.org.uk)

## RCN London Region : CPD Prospectus 2012-13

<b>MODULE 3 WORKSHOPS</b>			
<b>Course Code</b>	<b>Title</b>	<b>Date</b>	<b>Location</b>
M3RR00003	Recruitment and retention	23 April 2012	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WCB00004	Collective bargaining in difficult times	22 May 2012	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WLR00001	Supporting members in changing roles – the role of Learning Reps	26 July 2012	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WEA00001	Asking the right questions – the Equality Act 2010 and Disability Discrimination	27 September 2012	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WOC00012	Organisational change	19 November 2012	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WCO00001	Commissioning	13 December 2012	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WIH00005	Managing the ill health process for RCN members	13 February 2013	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WNP00001	Principles of Nursing Practice	13 March 2013	RCN Regional Office, London. For reps from Eastern, London and South East Regions
M3WCP00001	Case preparation and advocacy	20 March 2013	RCN Regional Office, London. For reps from Eastern, London and South East Regions

### **BRANCH DEVELOPMENT PROGRAMME**

To apply for a place on a Branch Development Programme, please contact your regional office

<b>Course Code</b>	<b>Title</b>	<b>Date</b>	<b>Location</b>
	Branch Development	tbc	RCN London Regional Office, Grays Inn Rd, London

**NOMINATION FORM FOR CPD MODULES**

<b>FOR OFFICE USE ONLY:</b>				
<b>DATE STAMP:</b>				
<b>DATE LETTER SENT TO REP</b>				
<b>DATE FILED</b>	<b>HARD COPY:</b>		<b>ELECTRONIC COPY:</b>	
<b>DATE TRAFFIC LIGHT UPDATED</b>			<b>MD UPDATED:</b>	
<b>Title of CPD Module</b>				
<b>Date of CPD Module</b>				
<b>Location of CPD Module</b>				
<b>YOUR DETAILS</b>				
<b>Your Full Name</b>				
<b>Type of Representative</b> (i.e. Steward, Safety, Learning)				
<b>Home Address</b>				
<b>Telephone Number</b>				
<b>Email Address</b>				
<b>RCN Membership No.</b>				
<b>Regional Office</b>				
<b>Workplace Address</b>				
<b>Name of Manager</b>				
<b>Your signature</b>				<b>Date:</b>
<b>Mentor signature</b>				<b>Date:</b>
<b>Mentor Name</b> (please print)				

## RCN London Region : CPD Prospectus 2012-13

A signature from your mentor indicates that you can demonstrate you have completed the learning outcomes within the foundation and development modules as outlined in the prospectus

**Do you have any special dietary requirements?**

**Do you have any disability requirements/**

### YOUR TRAVEL

The RCN will cover travel and accommodation requirements in compliance with the RCN expenses policy, please help us to establish your requirements by completing the following:

**Which Station will you be travelling from?**

**How long will the journey take from your home to the outgoing station?**

### WHERE TO SEND YOUR FORM

**Post your form to:** Pam D'Silva, Representing and Influencing Team, RCN West Midlands Office, Lyndon House, 58-62 Hagley Rd, Edgbaston, Birmingham B16 8PE **or fax to:** 0121 455 6270