

Hospital Probity Training

The Association of Hospital Supply and Purchasing Officers (AHSPO) is taking a pro-active role in the implementation of the Department of Health's 1-day Managers' Course, which has been designed and developed by CTS to address the findings of the Ombudsman's Report (August 2008) 'Probity controls in public hospitals for the procurement of non-clinical goods and services'.

The course objective is to increase the awareness of probity within hospitals across Victoria and increase the capability of key personnel responsible for implementing and managing procurement practice and the target audience is Managers within hospitals responsible for the conduct of procurement including:

- corporate services
- facilities management
- supply management

The training will be held at a number of locations both metropolitan and regional dates & details will be available depending on demand, they are planned to be a full day session starting at 9 am and finishing at 5 pm. Lunch, morning and afternoon tea will be provided.

To express your interest in attending this course, please complete and return the Registration Form to Glenda Prewett at The Royal Victorian Eye & Ear Hospital:

E-mail: Glenda.Prewett@eyeandear.org.au Phone: 9929 8607 Fax 9929 8922

Please note

1. Courses must have 20 participants and all courses are subject to demand.
2. Payment of \$230/person inclusive of GST (\$130.00 - for all 2011 financial AHSPo members)
3. Payment is not required when returning the Registration Form. Once you have been allocated a confirmed date an invoice will be forwarded to you.
4. Dates will be allocated based on demand. If you express interest in attending a future course please express your interest and we will contact you with a confirmed date or selection of dates.
5. Cancellation – once invoiced no refunds will be given, however every effort will be made to accommodate your application for a placement into a session
6. Training Session outline (refer Probity Course outline V1)
7. Excel spreadsheet available for sites where they will have a number of participants please use the “Participants details template” (attached to email)