

Project initiation - your case for change

16/17 June 2017, DoubleTree by Hilton Hotel, Bristol City Centre

Workshop Chairs: Stephen Gaduzo, Deirdre Siddaway

Facilitators: Noel Baxter, Clare Cook, Sandy Walmsley, Liz Wilson

Ever wondered how to turn your great ideas into a reality? This event will take you through the steps you need to consider to allow your case to be heard, manage those who may wish to block it and identify those who can help. We will cover how to write a business case to convert your idea into action.

By the end of the workshop, delegates will understand:

- Why it is important to be clear about the aim and scope of your project
- Key steps and principles for a successful project
- Tools and techniques that help you turn the idea into reality
- Key people to engage to make your project happen

Friday 16 June 2017

1230-1315	Delegates arrive and buffet lunch	
1315-1330	Introduction to workshop In this session you will have an opportunity to get to know your fellow delegates and respiratory interested colleagues so you can make the most of networking throughout the event.	Stephen Gaduzo, Deirdre Siddaway
1330-1400	Hopes and fears Working with the Leaders Faculty who are experienced leaders and respiratory clinicians you will share with colleagues your hopes and fears for these two days so that you leave feeling your time has been well spent.	Stephen Gaduzo, Deirdre Siddaway
1400-1530	Reading Research made Easy We will learn more about what is important when reading clinical papers-including review of current respiratory papers.	Helen Ashdown
1530-1545	Coffee break	Catherine Blackaby
1545-1645	Keynote speaker: Planning your project What is a project? Myth and reality Developing your aim / defining the problem you are tackling Model for improvement	
1645-1800	Planning your project (continued) How good is our plan? What do we need to do to make it work? Using constructive thinking to refine our proposal	Catherine Blackaby
1800-1810	Lessons in practice	Stephen Gaduzo
1930-2000	Drinks	All
2000	Dinner	All



Clinical Leadership



Saturday 17 June 2017

0830-0915	Developing your plan Recap of day 1: what is your goal? How will you do it? Sharing your plan with others	Catherine Blackaby, Stephen Gaduzo, Deirdre Siddaway
0915-1000	Policy update: knowing your environment to make your project relevant	Bronwen Thompson
1000-1015	PCRS-UK update	Noel Baxter
1015-1045	Coffee break and check-out	
1045-1145	Engaging others Who are your stakeholders? Understanding the perspective and interests of others Communicating effectively	Catherine Blackaby
1145-1215	Engaging others (continued) The business plan: what needs to be included, where to find help	Catherine Blackaby
1215-1300	Workshop with working lunch Putting your plan together: Groups develop their aim, identify steps, measures, stakeholders & lift pitch, and what they need to do next	Catherine Blackaby
1300-1500	Present projects Groups present what they have chosen, how and why they chose both the project and the approach / tools used, when and to whom they will present it, what else they plan to do.	
1500-1530	Revisit hopes and fears Revisit hopes and fears from day 1 to check objectives achieved and fears avoided	Stephen Gaduzo, Deirdre Siddaway
1530	Summary and close	Stephen Gaduzo, Deirdre Siddaway

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Registered offices: PCRS-UK, Unit 2 Warwick House, Kingsbury Road, Sutton Coldfield B76 9EE
Telephone: +44 (0)1675 477600 **Facsimile:** +44 (0) 121 336 1914 **Email:** info@pcrs-uk.org **Website:** <http://www.pcrs-uk.org>