LEADERSHIP AND LABORATORY MANAGEMENT COURSE FOR LABORATORY PROFESSIONALS

With Stellenbosch University and the National Health Laboratory Services

29 August to 03 September 2016

CPD Points: ± 25 General & 3 Ethics
Venue

The Tygerbear Training Centre, Tygerberg Academic Hospital in Cape Town.
Co-ordinates: 33°54'50.6"S 18°36'36.0"E (Please email smaart@sun.ac.za for a map)

Course Fees

<table>
<thead>
<tr>
<th>Registration</th>
<th>International</th>
<th>National (before)</th>
<th>National (after)</th>
<th>Non Stellenbosch University Registrars</th>
</tr>
</thead>
<tbody>
<tr>
<td>Before 31 July 2016</td>
<td>$600 (USD)</td>
<td>R5 500 (ZAR)</td>
<td>R6 500 (ZAR)</td>
<td>R3 500 (ZAR)</td>
</tr>
<tr>
<td>After 31 July 2016</td>
<td>$700 (USD)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Stellenbosch University Registrars</td>
<td>R1 800 (ZAR)</td>
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</table>

The numbers are limited to 20 participants on a first come, first serve basis

Wi-Fi available at the venue

Accommodation: $40 (USD) pppn Single room with communal kitchen and bathroom within walking distance from the conference venue (breakfast included)

R500 (ZAR)pppn R500 (ZAR)pppn R500 (ZAR)pppn

For alternative accommodation near the venue please find accommodation list enclosed

Grants are available for accommodation for international participants only. Please apply for the grant with Mariana Steenkamp at marianas@sun.ac.za

Target Group

Pathologists, Clinical Pathologists, Biochemists managing clinical labs, Medical Scientists, Lab Manager, Senior Technologists, Cytopathologists, Directors of Laboratories, Unit Laboratory Heads, Clinical Chemists and Registrars

Topics to be covered:

Leadership, Motivation and Conflict management, Change and Diversity Management
Resource, Financial and Performance Management
Quality Management
Scientific Writing and Laboratory Statistics
Bioethics, Biosecurity and Bio-repositories

The final programme will be send to delegates with the confirmation letter

After completing this program, participants will be able to:

Think strategically and implement change through effective planning and goal setting (attitude)
Be able to develop and operationalize a strategic plan
Be able to manage conflict in their environment
Solve problems through innovative thinking
Use the budget to achieve targets and manage strategic objectives
Inspire and motivate staff to improve their productivity
Be able to improve quality of clinical service through effective clinical audits
Be able to write technical reports and have the ability to write simple grant applications
Mentor staff and plan for succession planning
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<thead>
<tr>
<th>Title</th>
<th>Surname</th>
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<tbody>
<tr>
<td>Name</td>
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<tr>
<td>ID nr</td>
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<tr>
<td>Medical Reg nr</td>
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<tr>
<td>Occupational Category i.e.</td>
<td>Pathologist / Technologist / Clinical Consultant / SSA pathologist etc.</td>
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<tr>
<td>Institution</td>
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<tr>
<td>Ethnicity (required by the Dept of Education)</td>
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<tr>
<td>Highest Level of Education</td>
<td>Qualification Institution &amp; Year Obtained</td>
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<td>Email</td>
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<td>Postal Address</td>
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<td>Code</td>
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<td>Dietary Preference</td>
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**Payment Options (V your option)**
- **International registration before 31 July 2016**: $600 (USD)
- **International registration after 31 July 2016**: $700 (USD)
- **National registration before 31 July 2016**: R5 500 (ZAR)
- **National registration after 31 July 2016**: R6 500 (ZAR)
- **Stellenbosch University Registrars**: R1 800 (ZAR)
- **Non Stellenbosch University Registrars**: R3 500 (ZAR)

**Accommodation**:
- **$40 (USD) pppn**
- **R500 (ZAR) pppn**

<table>
<thead>
<tr>
<th>Number of nights</th>
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**Payment due for registration and accommodation**

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<thead>
<tr>
<th>Internet Transfer</th>
<th>Banking Details</th>
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<tr>
<td></td>
<td>Stellenbosch University</td>
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<tr>
<td></td>
<td>Standard Bank</td>
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<tr>
<td></td>
<td>Account no: 072264535</td>
</tr>
<tr>
<td></td>
<td>Branch code: 050610</td>
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<td></td>
<td>Swift No: SBZAZAJJ</td>
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<td>Reference: Lab Mx and your surname</td>
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**Debit my Credit Card**

Card Number: ________________________________

Expiry Date _____/_______

CVC ___________ (last three digits on back of card)

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<tr>
<th>Amount</th>
<th>Signature: ________________________________</th>
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Accommodation

Lorraine’s on Lincoln is a stylish, luxury guest house with a warm and inviting residential ambiance. Situated at No. 12 Lincoln Street in Boston, one of the most delightful and historic neighbourhoods in Cape Town’s Northern Suburbs, Lorraine’s on Lincoln is conveniently close to all amenities and caters for guests ranging from holiday makers to the business class.

Lorraine’s on Lincoln  
Tel: +27 (0)21 946 4710  
Email: info@lorraines.co.za  
http://www.lorraines.co.za/index.htm

Come and stay at Broadway Guesthouse, and be delighted. This large guesthouse is situated next to the Louis Leipoldt Hospital in Broadway Street in the quiet suburb of Boston, Bellville. Operating as a guest house for more than 15 years, Broadway has maintained its reputation for comfort and friendly personal service.

Broadway Guest House  
Tel: +27 (0)21 948 5727  
Fax: +27 (0)21 948 5333  
Email: booking@broadwaysa.net  
http://broadwayaccommodation.net/index.php

Excellent Guest House Accommodation in Bellville, Cape Town, offers luxury, comfort, style and warmth at affordable prices. The Guest House is suitable for business people, tourists and even South Africans visiting family in the area.

Excellent Guest House  
Tel: +27 (0)84 474 4444  
Fax: +27 (0)21 948 0181  
Email: info@excellentguesthouse.co.za  
http://www.excellentguesthouse.co.za

La Chaumiere has a quiet, bush-lodge atmosphere with thatched verandahs. Five tastefully decorated double rooms with showers en-suite, each with its own cosy lounge corner, overlook a large pond in a lush indigenous garden.

La Chaumiere  
Tel: +27 (0)21 913 6073  
Fax: +27 (0)21 913 4816  
Email: info@la-chaumiere.co.za  
http://www.la-chaumiere.co.za/home.html

Contact Details

Stellenbosch University

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Fax: +27 21 938 9732 / +27 86 517 9916  
E-mail: smaart@sun.ac.za or marianas@sun.ac.za