

Business continuity and disaster recovery

Introduction

The Business Continuity and Disaster Recovery seminar has been created to provide a first response and framework, in line with NHS strategy guidelines, that you can use to continue to operate in exceptional and adverse conditions. Compliance with IM&T DES Component Two – Preparation of data for accreditation rewards practices with 44p per patient; this seminar assists you towards achieving the Information Governance data standard.

The seminar covers general disaster recovery recommendations; the Business Continuity toolkit is an additional tool, available for delegates attending the Business Continuity and disaster recovery seminar. It consists of several documents that you can use to record and plan your disaster recovery processes including:

- n Risk Assessment form
- n Communication cascade chart
- n Supplier, staff and Health Service contact Lists
- n Backup log

What training is available?

The training is a half-day seminar/workshop format and has been designed to offer advice and information in line with NHS strategy guidelines. It will focus on the key points of disaster recovery enabling you to prepare accordingly and create a 'Continuity Plan' for your practice.

Who should attend?

GPs, Practice managers, Practice IT leads and PCT IT facilitators would all benefit from the Business Continuity and Disaster Recovery seminar and workshop.

Objectives and learning outcomes

Delegates will have an opportunity to learn how to:

- n Prepare disaster recovery policies
- n Implement security procedures in line with Caldicott and Data Protection Policies
- n Develop a 'Continuity Plan'

How do I book training?

It is vital that you have training from a reliable/official source to ensure that the quality of the information is consistent, correct and up to date. EMIS has achieved 70% excellent and 28% good feedback from delegates who have attended EMIS training.

Don't miss your opportunity to learn more about Business Continuity. The Business Continuity and Disaster recovery seminar and workshop is available as:

- n Half day seminar @ **£45 + VAT** per delegate (maximum **15** delegates)
- n Half day seminar @ **£625 + VAT** or two half day seminars on the same day @ **£790 + VAT** (PCT sponsored, maximum **15** delegates).

For further information or to book a session please contact Field Operations on **0845 123 4455**.

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