

EXTERNAL REGISTRATION FORM: NON-NHSBT STAFF

PLEASE ENSURE THAT YOU HAVE READ THE PROFORMA FOR THIS COURSE ON OUR WEBSITE (<http://hospital.blood.co.uk/training>) BEFORE COMPLETING THIS REGISTRATION FORM, SO AS TO ENSURE THAT THE COURSE IS APPLICABLE FOR YOUR NEEDS AND THAT YOU SATISFY ALL REQUIREMENTS

Please print clearly: If the application form cannot be read it will not be processed

COURSE TITLE: _____

COURSE DATE: _____ COURSE LOCATION: _____

Surname: _____

First Name: _____ Prof. / Dr / Mr / Ms / Mrs / Miss

Hospital: _____

Department: _____

Address (inc. postcode): _____

Telephone: _____ Fax: _____

E-mail: _____

Post and Grade: _____

Transfusion / Work Experience: _____

STT courses previously attended: _____

Manager's name and telephone number: _____

Signed: _____ Date: _____

SpR number (medical staff only): _____

Please ensure completed Registration Forms are returned to the correct STT Training Administrator (according to course location) as follows:

Courses in Liverpool / Leeds / Manchester / Sheffield / Newcastle:

Mrs Satinda Dhesi, Leeds Blood Centre, Bridle Path, Leeds LS15 7TW (Tel: 0113 8208799 / Fax: 0113 8208737)

Courses in Bristol / Southampton:

Mrs Claire Reichel, Bristol Filton Blood Centre, 500 North Bristol Park, Filton, Bristol BS34 7QH (Tel: 0117 9217342 / Fax: 0117 9125790)

Courses in Birmingham / Oxford:

Ms Linda Roberts, Birmingham Blood Centre, Vincent Drive, Birmingham B15 2SG (Tel 0121 2784021 / Fax 0121 2784124)

Courses in Colindale / London (Inc: West End & Tooting) / Brentwood / Cambridge:

Ms Wendy Sewell, Colindale Blood Centre, Colindale Avenue, London NW9 5BG (Tel: 0208 9572734 / Fax: 0208 9572970)

Cancellation Policy

The Scientific & Technical Training function frequently has a waiting list of delegates wishing to attend our courses. Your co-operation in notifying the appropriate person (identified above) if you are unable to be present will ensure that we can give others the opportunity to attend. Cancellation within one week of the course date or non-attendance will result in course payment not being refunded.

PAYMENT DETAILS: If invoice payment is required please complete the following:

Trust / Hospital to be invoiced: _____

Name / Dept where invoice should be sent: _____

Order number for invoice: _____

Authorised by (Signature): _____

Alternatively, please make cheques payable to National Blood Service and send together with this completed Registration Form

We value the diversity of our delegates. Please inform us of any particular requirements in advance e.g. access, diet, religious beliefs, learning requirements etc.,

Accommodation and travel booking are your own responsibility. However, only book this once you have received confirmation that you are on the course. Please note that lunch is not provided for courses outside London.