

# Oxford Orthopaedic Trauma Skills Course 2018

13<sup>th</sup> January 2018  
Kadoorie Centre, John Radcliffe Hospital, Headington

## Reporting Information

**KINDLY READ THE MAIL IN FULL SINCE IT CONTAINS IMPORTANT INFORMATION.**

Dear Candidate,

**Re: Oxford Orthopaedic Trauma Skills Course 13<sup>th</sup> January 2018**

Thank you for choosing to attend this course. May we take this opportunity to kindly welcome you to the course.

This mail is to inform you of the directions to the venue, the programme and the format for the day.

### I. GENERAL AND REPORTING INFORMATION

**Date:** 13<sup>th</sup> January 2018 (Saturday)

**Day 1:**

Registration: 8:30 am

Start of Course: 9:00 am

End of Course: 17.30 pm

**Venue:**

**Address:**

Kadoorie Centre  
John Radcliffe Hospital  
Headington  
Oxford

**Where to Report:**

Please enter via the Level 2 Main Entrance and past the hospital reception desk and seating area.

Once through reception you will find a set of double doors on the right - above them is a sign to 'Kadoorie and Endoscopy'. Go through the doors.

Straight ahead will be Endoscopy, but before entering that department there are doors on your left (with a 'staff only' sign on them). Go through these and you will be at the bottom of some stairs.

Go up the stairs to Level 3, go straight ahead through the door, then immediately through another door into a corridor.

The Kadoorie Centre is directly on your left, and the 'onthree' restaurant is on the right.

## **II. PROGRAMME AND CONTENTS**

The final programme will be very much in line with the one that has been placed online. This will be given to you on the day. Kindly follow this link to view the programme online:

<https://doctorsacademy.org/CourseNw/OOT/OOTSCCP.pdf>

There is always the possibility of a lecture or demonstration over-running and thus some flexibility may be necessary within the programme. However, due to the wide range of topics that will be covered during the course, we will adhere to a strict time-schedule. We will endeavour to observe the session times (i.e., morning and afternoon) and hence all breaks, and start and finish times will be followed as per the programme.

## **III. DRESS CODE**

The dress code for this event is professional/semi-formal. Kindly refrain from wearing shorts of any kind, hoodies and flip-flops.

## **IV. BREAKS FOR REFRESHMENTS AND LUNCH**

There will be a 30 minute lunch break. During the refreshment break, you will be provided with tea, coffee and biscuits. Vegetarian, non-vegetarian and halal food will be available.

## **V. DIETARY REQUIREMENTS/ALLERGIES**

Kindly inform us as soon as possible if you have any specific dietary requirements (e.g., vegetarian, vegan, kosher, halal) or allergies (e.g., nuts, gluten, dairy).

### **What you need to bring with you:**

1. A copy of the email you have received from us regarding your confirmation of place (with your name). Please note that you will not be allowed to attend the course without this information.
2. Your hospital/employer identification badge.

Please do not hesitate to contact us at [info@doctorsacademy.org.uk](mailto:info@doctorsacademy.org.uk) if you have any further queries in the interim. Alternatively, you can contact us at 02920 616 765.

We look forward to meeting you at the course.

With very best wishes,

Course Faculty  
Doctors Academy