

## How to commission an investigation training course

*“Thank you for an excellent session. Informative and helpful, backed by a wealth of practical experience: just what we wanted. Everyone came up to me afterwards to say how much they had enjoyed and appreciated it.”*

Medical adviser

This interactive half-day course gives participants theory and practical experience in commissioning an investigation. The course is relevant to all those who commission independent investigations or reviews.

### The programme covers:

- the role and responsibilities of commissioners
- drafting terms of reference
- understanding the investigative process
- selecting the investigative team
- quality assuring the investigation report
- legal and publication considerations.

### Learning points include:

- understanding the importance of setting clear parameters from the outset
- what to look for when appointing the investigative team
- what makes a good robust report that can withstand scrutiny and challenge.