



## **Terms and Conditions: Accredited paediatric medical mediation course**

### **Participation**

Participants must attend all the face-to-face training days and complete distance learning tasks before, during and after the face-to-face training days. Trainees are expected to take part in all activities and be comfortable with a level of self-disclosure appropriate to a professional training programme. There is an emphasis on group work, including discussions, presentations and role-play throughout the training, including the assessment process.

### **Qualification**

Successful completion of the Paediatric Medical Mediation Training course requires participants to demonstrate an understanding of the underlying principles and competence in the skills concerned. Participants will be informed about the competence standards used by the Trainers and Assessors during the assessment. You will be shown these assessment documents on the course as you progress. No guarantee is given that every participant attending will achieve the qualification.

### **Reasonable adjustment**

The course organisers will do everything possible to make reasonable adjustments to the course in order to meet participant requirements. Participants need to make their requirements clear on the registration form and wait for confirmation that these needs can be met. The assessment process will require taking part in role plays and other tasks in order to ascertain the level of skill reached.

### **Fees and payment terms**

Fees cover the costs of face-to-face delivery of the course, any training materials and assessment. Lunch is not included in the fee but tea, coffee, fruit and biscuits will be provided.

Trainees are responsible for any travel and accommodation costs incurred. Information about travel to the venue can be provided without prejudice.

A deposit of £500 is required when booking a place in the course. Full payment of fees needs to be made by at least 4 weeks before the course is due to start. If full payment is not received by then, the place on the course will be withdrawn although it might be possible to join a later course.

### **Cancellation or date changes**

The Medical Mediation Foundation reserves the right to cancel or re-schedule the training course. In the event that participants cannot be accommodated on an alternative course, a full refund will be given. The Medical Mediation Foundation and Ataraxy cannot be held responsible for any extra costs incurred as a result of a cancelled or re-scheduled course.

If you cancel your booking four weeks or more prior to the start date, we will refund the full course fees less an administration fee of £200. If you cancel your booking between two and four weeks prior to the start date, a 50% refund will be given. Two weeks or less prior to the start of the course, failure to attend or leaving the course part way through will result in no refund being given.

Changing your booking to a later course will result in an administration fee of £150.

### **Copyright**

The copyright and all other intellectual property rights in all course materials remain the sole and exclusive property of The Medical Mediation Foundation and Ataraxy Family Mediation Training. In participating in the course, you agree not to copy or permit the photocopying of course materials, nor disclose or permit the disclosure or sell or hire the same to anyone outside of the course, nor use the same for running your own courses unless agreed in advance and in writing by The Medical Mediation Foundation and Ataraxy.

### **Acting in good faith**

All information and materials provided by The Medical Mediation Foundation and Ataraxy are given in good faith, and The Medical Mediation Foundation and Ataraxy will not be held responsible for any act or omission from a participant or any other individual or organisation as a result of the use of the information provided during the training course.

### **Questions**

If you have any questions regarding these terms and conditions or any other aspects of the training programme, please email [admin@medicalmediation.org.uk](mailto:admin@medicalmediation.org.uk)