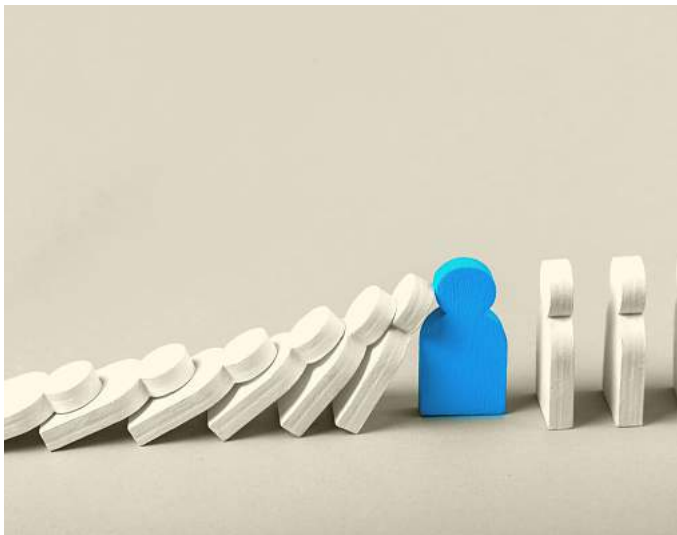




MAS MANAGEMENT SYSTEMS

**RISK
MANAGEMENT
TRAINING
BUNDLE**



RISK MANAGEMENT TRAINING BUNDLE

Internal audits and root cause analysis are the key tools for mitigating and managing risk.

Our Risk Management training bundle will give you the solid base you need for your lab's risk management system to thrive.

In the **Risk Management** course you will:

- Identify risks and apply established risk management processes in line with the responsibilities and obligations of your role
- Review and improve organisational processes, procedures and requirements for undertaking risk management
- Remove the blame from discussion around risk and risk management and deal with the human factors that contributed to risk
- Learn to use the appropriate tools and techniques for consulting stakeholders in risk identification
- Coordinate risk management and support staff to manage risk and facilitate the development and implementation of risk recovery plans

Internal Audits training will teach you:

- The responsibilities of an auditor
- How to prepare for an audit and create great checklists
- How to conduct an audit
- The most effective questioning techniques
- How to produce audit and nonconformity reports
- How to report corrective actions

And then our **Root cause analysis** training will show you:

- Why a good root cause analysis can be the best investment of your organisation's resources you'll ever make
- How to identify problems, and work out their significance
- The techniques for carrying out a root cause analysis
- How to fix problems using your corrective action system
- How to defend your root cause analysis to an auditor

COURSE BONUSES:

We have extensive experience, including as NATA auditors, providing you with valuable insights into an external auditor's mindset. *So you'll get hints and tips on what to look for and how to answer questions from external auditors such as NATA.*

Often there are questions after you've completed a training course. So we don't leave you high and dry once the day is over. *We'll be in touch a couple of weeks after the course to make sure you're on track and answer any further questions.*

THREE COURSES: \$1,265

BUNDLE PRICE: \$1,012

**FOR MORE INFORMATION ABOUT THIS BUNDLE
PHONE MAREE ON 0411 540 709
OR EMAIL INFO@MASMANAGEMENTSYSTEMS.COM.AU**



RISK MANAGEMENT IN YOUR LAB

Risk management is a big part of running any business.

This training course will teach you about risk management in your lab and the vital role it plays in your management systems.

Course outline

Risk isn't just about toxic chemicals leaking or things exploding – although in some labs, that's clearly a consideration! Lab managers and owners must have sound risk management processes in place because of changes to the approach and content of management system standards. There is a greater focus on risk by regulators and other organisations with an interest in lab businesses.

Plus, implementing new technology such as automation presents new risks and challenges. In this course you'll learn about risk management and its place in accreditation and certification management system standards. You'll be guided in creating and implementing a risk management strategy to support your organisation's goals and ensure risk minimisation.

Completing this workshop will allow you to:

- Identify risks and apply established risk management processes in line with the responsibilities and obligations of your role
- Review and improve organisational processes, procedures and requirements for undertaking risk management
- Remove the blame from discussion around risk and risk management and deal with the human factors that contributed to risk
- Learn to use the appropriate tools and techniques for consulting stakeholders in risk identification
- Coordinate risk management and support staff to manage risk and facilitate the development and implementation of risk recovery plans
- and much more!!

PLUS we have extensive experience, including as NATA auditors, providing you with valuable insights into an external auditor's mindset. So you'll get hints and tips on what to look for and how to answer questions from external auditors such as NATA.

BONUS: Often there are questions after you've completed a training course. So we don't leave you high and dry once the day is over. We'll be in touch a couple of weeks after the course to make sure you're on track and answer any further questions.

**** COURSE COST: \$297 PER PERSON ****

IN-HOUSE TRAINING: As well as saving you time and money, in-house training ensures consistency of message across your business. **Discounts apply** for group training so contact us about this option.

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OR PHONE MAREE ON 0411 540 709

INTERNAL AUDIT TRAINING COURSE

We're all busy and carrying out an internal audit may feel like something you just don't have time for. But internal audits are a critical part of your quality management system. They provide confidence in your system and peace of mind that it's doing what it should for both you and your clients. Plus if you hold third party accreditation or certification, internal audits are a **mandatory requirement**.



Course outline

In this one day interactive workshop you'll learn:

- The different types of audits
- The responsibilities of an auditor
- How to prepare for an audit and create great checklists
- How to conduct an audit
- The most effective questioning techniques
- How to produce audit and nonconformity reports
- How to report corrective actions

Why is our course different? Because we use a process from your facility to ensure what you learn is of immediate and practical benefit!

PLUS you'll get hints and tips on what to look for and how to answer questions from external auditors such as NATA.

Our trainers have extensive experience, including as NATA auditors, providing you with valuable insights into an external auditor's mindset. Plus, we've seen first hand what works (and what doesn't) across businesses just like yours.

BONUS: Often there are questions after you've completed a training course. So we don't leave you high and dry once the day is over. We'll be in touch a couple of weeks after the course to make sure you're on track and answer any further questions.

All participants will receive a certificate of completion at the end of the course.

**** COURSE COST: \$594 PER PERSON ****

IN-HOUSE TRAINING: As well as saving you time and money, in-house training ensures consistency of message across your business. **PLUS we train your staff using your processes, on your premises.**

Discounts apply for group training so contact us for further information about this option.

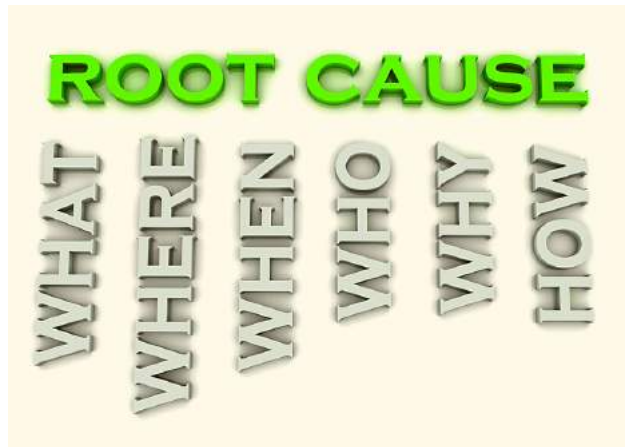
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 OR PHONE MAREE ON 0411 540 709

ROOT CAUSE ANALYSIS TRAINING COURSE

We all make mistakes, that's a given. However in a lab, it's not enough to point the finger at someone and blame them for what went wrong.

We need to backtrack, drill down into the process and work out the WHY of what happened.

And that's precisely what a root cause analysis is for.



Course outline

By carrying out a root cause analysis, you can discover where the process broke down and how it can be fixed. As well as pointing to a possibly serious flaw in your system, a root cause analysis will allow you to prevent it from happening again.

For labs holding accreditation with NATA or certification, this could be anxiety inducing. NATA or your certifier needs you to adequately undertake and importantly, be able to demonstrate that you've carried out an effective root cause analysis. **But what does this look like and where do you start?** This half day course will show you:

- Why a good root cause analysis can be the best investment of your organisation's resources you'll ever make
- How to identify problems, and work out their significance
- The techniques for carrying out a root cause analysis
- How to fix problems using your corrective action system
- How to defend your root cause analysis to an auditor

Why is our course different? We use a process from your facility to ensure what you learn is of immediate and practical benefit!

PLUS you'll get hints and tips on what to look for and how to answer questions from external auditors such as NATA.

Our trainers have extensive experience, including as NATA auditors, providing you with valuable insights into an external auditor's mindset. And we've seen first hand what works and what doesn't across businesses like yours.

BONUS: Often there are questions after you've completed a training course. So we don't leave you high and dry once the day is over. We'll be in touch a couple of weeks after the course to make sure you're on track and answer any further questions.

All participants will receive a certificate of completion at the end of the course.

**** COURSE COST: \$374 PER PERSON ****

IN-HOUSE TRAINING: As well as saving you time and money, in-house training ensures consistency of message across your business. **PLUS we train your staff using your processes, on your premises.**

Discounts apply for group training so contact us for further information about this option.

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