

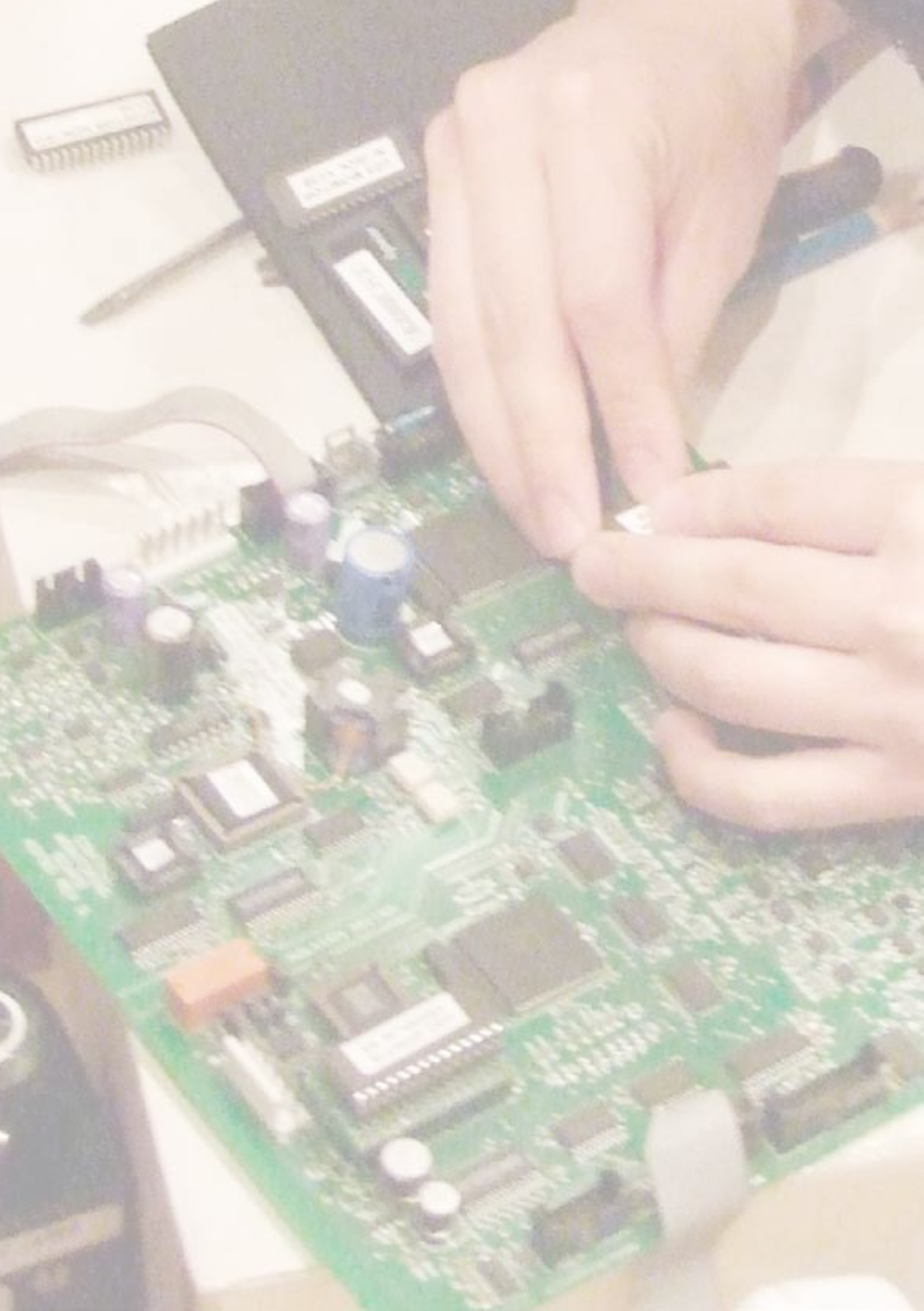
SLE Technical Training Courses

Structured Education for Biomedical Engineers

2012 Programme



When the smallest thing matters



Every year SLE organises and runs a series of Technical Training courses to support our world-wide user-base. These are run for our distributors' engineers and for hospital biomedical engineers. This booklet details some of these courses, including dates and costs, and allows you to see at a glance what is included with each course. This year we have fine-tuned all of our courses to keep them up to date with our newest products. This includes adding new SLE1000 courses and adding extra material to the SLE5000 courses to include the latest revisions of hardware and software.

As always, course content is specially structured for biomedical engineers and is designed to be relevant to real life situations. It includes:

- Extensive use of hands-on exercises to reinforce and apply concepts.
- Friendly, expert instruction in a relaxed, professional learning-oriented environment.
- Honest, unbiased information with no 'sales' element.
- A focus on creating a true understanding of the critical concepts. We cover the how's and why's, so that you can better retain the information, and better apply the techniques you learn.

We hope you will join us on one of these courses and we look forward to meeting you in the near future.

SLE Technical Training Team



ALL COURSES

All SLE Technical Training courses cover the following areas and are a mixture of lectures and practical, hands-on sessions:

- ✓ An introduction to SLE: company history, SLE products and future plans.
- ✓ The valveless ventilation technique
- ✓ Introduction to the SLE service team
- ✓ SLE ventilators - constant flow, fresh gas explained
- ✓ Patient circuits
- ✓ Introduction to humidity and humidity control
- ✓ SLE procedures and how to contact us.

Courses are designed for biomedical engineers with a basic understanding of medical equipment.

If you would like to discuss this further, please contact us and we will be happy to advise.

All courses cover all aspects of the operation, functionality and maintenance of SLE ventilators, starting with the operation of the ventilator and modes of ventilation, then looking at the electronic and pneumatic modules, before breaking down each module to component level.

There are plenty of opportunities for free questioning and our qualified trainers are able to spend time on particular areas of interest. When requested, the SLE500, SLE Inosys and SLE2000 can also be covered during any course.



SLE1000 COURSES

- ✓ SLE1000 Pneumatics including layout, component identification and replacement (practical session).
- ✓ SLE1000 Electronic module including layout, component identification and replacement (practical session).
- ✓ Operational verification (practical session).
- ✓ Device calibration (practical session).
- ✓ Planned Preventive Maintenance (12 and 24 months) (practical session).
- ✓ Critical component replacement (lecture).



SLE5000/SLE4000 COURSES

- ✓ SLE5000 Pneumatics (including layout, component identification and replacement, Oxygen calibration procedures and pressure regulator operation (practical session).
- ✓ SLE5000 Electronic module including layout, hardware versions, software versions and upgrading software (practical session).
- ✓ Engineering mode calibration including full calibration, sensor calibration, jet calibration and flow system calibration (all practical).
- ✓ Planned preventative maintenance - Yearly, 24 months, 48 months (practical session).
- ✓ Operational verification (practical session).
- ✓ Critical Component replacement (practical session).
- ✓ Fault finding (Test).



SLE2000 COURSES

SLE2000 courses are no longer automatically scheduled, but if you require one these can be arranged according to demand.

Please contact SLE for further information and to register an interest.





COURSE DATES

Code	Date	Product Course
601	16th to 18th April	SLE5000 & SLE1000
602	18th to 20th June	SLE5000 & SLE1000
603	15th to 17th October	SLE5000 & SLE1000
604	12th to 14th November	SLE5000 & SLE1000

Following a highly successful year of Technical Training, with many of the courses fully booked, we have now confirmed dates for 2012.

All courses are designed and written to cover a broad spectrum of ventilator knowledge. Once again, this year we will not be offering 'beginners' or 'advanced' SLE5000 courses.

All courses include hotel accommodation, lunches, dinners, all beverages during the day and course materials. Delegates are asked to organise their own transportation from the airport to the hotel. SLE will arrange daily transport to and from the hotel to our offices.

As courses start promptly at 9:00 am on a Monday, with delegates arriving on the Sunday (day prior), attendance is required for the full duration of the course so please note this when booking return travel.

COSTS

Course Part No.	Course Title	Price
Y0100/028/001	SLE5000 & SLE1000 Course	£1,650

Course costs are shown per attendee. Costs are inclusive of course materials and all refreshments (whilst at the course venue) and overnight accommodation.

Prices do not include VAT, and this must be added for all courses in the UK (at 20%). Travel is not included in the price and delegates must make their own arrangements.

SLE Ltd reserve the right to change course prices without notice.

UK ON-SITE COURSES

SLE is pleased to offer our UK customers on-site training at their premises by arrangement. These will consist of a one day course for up to 4 engineers at an introductory level.

These on-site courses are hands-on practical sessions using the hospital's own ventilators.

Course literature and handouts are supplied by SLE.

Prices on application



DISTRIBUTORS' ON-SITE COURSES

SLE is pleased to offer our distributors' engineers on-site training, at their premises by arrangement.

These on-site courses consist of 4 days hands-on training that covers the SLE2000 and the SLE5000 Infant Ventilators. SLE1000 training can be included on request.

A daily cost will apply, plus a price per engineer. Travel and accommodation costs are met by the distributor.

Please contact SLE for further information and to check availability.

END-USER COURSES

These are run in conjunction with the distributor's engineers and may be on-site or off-site by arrangement.

The complexity of each course is tailored to the end-users' requirements.

Prices on application.

Registration

To book a place on a training course, please complete the enclosed registration form and send it, together with payment, to the address shown opposite.

We advise early booking of courses as places are limited to 8 delegates per course and are allocated on a first-come, first-served basis. Places will be confirmed on receipt of a fully completed registration form and payment. Please attach a cheque payable to **SLE Ltd.**

Course Information

Training is carried out by our team of fully qualified engineers at a 'universal level'. The training is 'hands on' and allows plenty of time for discussions. Time is also dedicated for basic troubleshooting training.

Details

One registration form must be completed for each applicant. Please feel free to send photocopies. Payment must be included with the form, for bookings to proceed. If paying by purchase order, this number must be stated. We regret that we are unable to invoice without a valid purchase order number and invoices can only be sent to the purchasing department who raise the order.

Before sending in your registration form please check that you have:

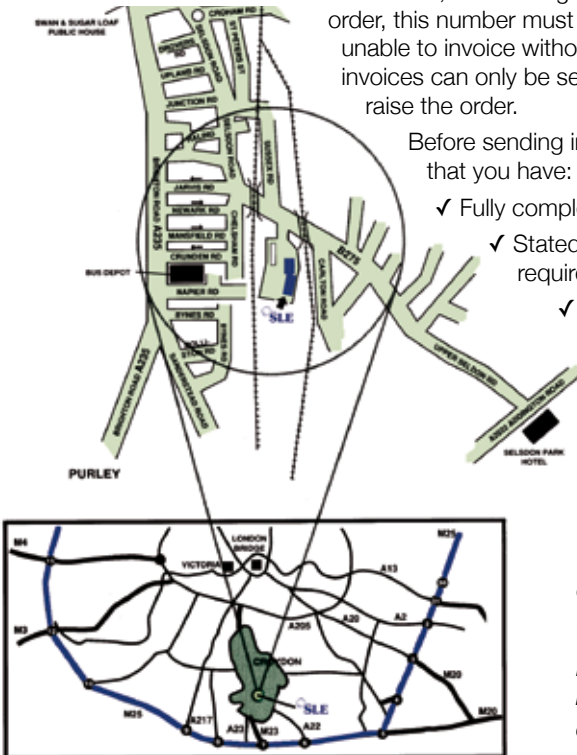
- ✓ Fully completed the form in block capitals
- ✓ Stated the equipment you specifically require training on
- ✓ Calculated and added VAT at 20% (for cheques and purchase orders only).
- ✓ Enclosed a cheque/copy of purchase order/contract details/equipment purchase details.

The booking shall only be valid when signed by an authorised signatory.

Such a signature shall constitute acceptance of SLE Ltd's terms and conditions of sale.

Data Protection

Please note that we never make your name and address available to other organisations.



Delegate Name (in full)
 Course Code:
 Course Part No: **Y0100/028/001**
 Course Title:
 Start Date:



Mailing Address for Registration Details to be sent to:

Name (if different from above)
 Address:

 Postcode:
 E-mail:
 Telephone:
 Fax:

This form may be photocopied if further copies are required. Please use a separate form for each attendee.

Address

Bookings and payments should be sent to:
 SLE Ltd
 Twin Bridges Business Park
 232 Selsdon Road
 South Croydon
 Surrey
 CR2 6PL
 United Kingdom

Payment: (please tick payment method)

Cheque *Please state value after adding VAT @ 20%*

 Purchase order
Please give reference number.....

If the course is being purchased as part of an equipment order or support contract, please state the order number, contract number or name of the SLE salesperson:

.....

This section must be completed:

Manager's Name:
 Position:
 Signature:
 Date:

For Internal Use Only:
Payment received in full?
Confirmation letter sent?
Additional information:

1. Regulations

Students are required to comply with SLE Ltd's Health and Safety regulations.

2. Warranty

SLE Ltd makes no warranty as to the quality or suitability of any training materials or services supplied. SLE Ltd shall not be liable for any errors or misstatement contained therein or for any loss or damages except as provided below whether direct or indirect in connection with the furnishings, performance, or use of training materials or services.

3. Course Booking

Written confirmation of a booking must be made using the SLE Ltd Course Registration Forms. Forms should be received at least 10 working days prior to the commencement of the course with full payment.

4. Cancellation

A full charge will be made in the event of a non-attendance unless cancellation is received at least 10 working days prior to the commencement of the course. The purchaser must make all notifications in writing to SLE Ltd. SLE Ltd reserves the right to cancel a course prior to the course commencement date. Attendees will be notified in writing and either a new date set or a full refund given.

5. Fees

The fees payable shall be in accordance with the latest published course price list and include all course materials, lunch, refreshments and overnight accommodation. Travel fares are not included.

6. Payment Terms

All fees are payable in Pound Sterling, unless otherwise specified. All fees for all products and services are payable by the purchaser within 30 days of the invoice date. The purchaser will be presumed to have received all services ordered unless written notification is received by SLE Ltd within 30 days of date of invoice.

7. Admission

SLE Ltd reserves the right to refuse admission to any person whom it considers, at its discretion, to be unsuitable for admission to any course, or to request any persons in breach of its regulations to leave SLE Ltd's premises or other premises in which the course is held.

8. Confidentiality and Copyright

In the event that confidential information is included in any course, it shall be a condition that nominated students enter into a standard SLE Ltd Non Disclosure Agreement on behalf of the purchaser. All reference materials and equipment provided for use throughout the course shall remain the property and copyright of SLE Ltd and shall not be removed from the premises on which the course is held. All rights in materials and courses are reserved. The copying, loan, unauthorised use or hire of course material provided to students is prohibited.

9. Miscellaneous

The terms and conditions of this agreement supersede any other terms and conditions contained on any acknowledgement form, or any document issued by either party.

SLE Ltd's failure to exercise any of its rights hereunder shall not constitute or be deemed a waiver or forfeiture of such rights.

The information herein is correct at the time of going to press. This contract is governed by English Law and the Purchaser agrees to submit to the jurisdiction of the English court.



“ *The programme was excellent and opened my mind to new concepts that I wasn't aware of* ”



Contact details:

Technical Training Manager

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South Croydon, CR2 6PL, United Kingdom

Tel: +44 (0)208 681 1414 • Fax: +44 (0) 208 649 8570

Email: lmontgomery@sle.co.uk • Web: www.sle.co.uk/support/technical.php



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