



HR Fundamentals

Investigation Skills

Course Content

The Investigation Skills course will provide you with the skills and knowledge to perform a fact-finding or full investigation into disciplinary issues and grievances. You will gain an understanding of the process to be followed to enable you to confidently manage an effective and thorough investigation.

Target Audience

New and existing managers at Band 6/7 and above who may be asked to act in the capacity of an investigating officer. It may also be of interest to Senior Managers who might commission investigations or who may participate on panels.

Course Delivery

This course will be delivered face to face in a classroom.

Booking Instructions

To book yourself onto this course, please [click here](#)

If you are unable to book on yourself, please contact your relevant site.

Luton – trainingbookings@ldh.nhs.uk

Bedford – educationcentrebookings@bedfordhospital.nhs.uk



Date	Time	Venue
Monday 1 st April 2024	09:00 – 12:00	Training Room A Bedford Borough Hall
Tuesday 13 th August 2024	09:00 – 12:00	Training Room B Bedford Borough Hall
Monday 9 th September 2024	09:00 – 12:00	Training Room A Bedford Borough Hall