

# Investigation skills training from TCM

# Core Investigation Skills – one day

This one-day core investigations skills course gives delegates an overview of the investigation process along with the skills that they need to undertake a basic fact-finding exercise or a neutral evaluation in order to assess the most suitable remedy to a workplace issue.

**Duration:** 1 day

**Suitable for:** Line managers, supervisors, human resources and employee relations professionals. Lawyers, union officials and anyone who may be required to undertake a fact-finding exercise or neutral evaluation into a workplace issue

**Learning outcomes:** Learn how to set up an investigation and how to run a fact-finding exercise or a neutral evaluation.

**Delivery:** In-house or open access

**Trainers:** Only ever delivered by TCM's world class trainers.

**Cost:** £495 plus VAT for open courses (early booking discounts available).

Contact us for our latest prices for in-house prices.

# Practical Investigation Skills – two days

This two-day course is our most popular investigations skills course as it equips delegates with the skills and strategies to set up, run and report on a workplace investigation. It is suitable for inhouse investigators and consultants.

**Duration:** 2 days

**Suitable for:** Line managers, supervisors, human resources and employee relations professionals. Lawyers, union officials and anyone who may be required to undertake a fact-finding exercise or neutral evaluation into a workplace issue

**Learning outcomes:** Learn how to set up a complex investigation

**Delivery:** In-house or open access

**Trainers:** Only ever delivered by TCM's world class trainers.

**Assessment:** completion of an investigation report plus learning logs

**Cost:** £695 plus VAT for open courses (early booking and multiple delegate discounts available). Contact us for our latest prices for in-house prices.

# Advanced Investigation Skills – three days

This three-day course is an advanced investigation and interviewing skills course. It is only available for in-house delivery as the course is designed around your organisations specific needs, policies and context. This course is designed for workplace investigators who are required to investigate complex cases of misconduct including serious or very complex cases of misconduct, bullying, harassment, discrimination and fraud.

**Duration:** 3 days

**Suitable for:** Line managers, supervisors, human resources and employee relations professionals. Lawyers, union officials and anyone who may be required to undertake a fact-finding exercise or neutral evaluation into complex and serious workplace issues

**Learning outcomes:** Learn how to set up a very complex investigation.

**Delivery:** In-house or open access

**Trainers:** Only ever delivered by TCM's world class trainers.

**Cost:** £995 plus VAT. In house delivery only.