



Canadian Association for Laboratory Accreditation Inc.
 Suite 102, 2934 Baseline Road, Ottawa, Ontario K2H 1B2
 Phone: (613) 233-5300 Fax: (613) 233-5501 <http://www.cala.ca>
 Email: training@cala.ca

Office use only:

Invoice #:

CALA Webinar Registration Form

Registration Instructions

Complete this form and either email the form to training@cala.ca or fax it to the attention of the CALA Training Service at (613) 233-5501. Instructions on how to access the webinar will be sent by email after your registration is processed.

Participant name:	
CALA Membership #:	
Name of organization:	
Mailing address:	
Mailing address (2):	
City:	
Province:	
Postal Code:	
Phone:	
Email:	

Webinars are available by yearly subscription or by event.

Webinar Subscription Registration

	Subscription type	CALA Institutional voting member	Non member
	All subscriptions are for one year.		
	Premium plan (T27-17) <i>24 webinars from the Laboratory and Leadership series + access to all recordings</i>	\$1800	\$2400

Webinar Registration by Event

Please indicate which webinar(s) you would like to register for:

	Webinar	CALA Institutional voting member	Non member
	All webinars are 1 hour in length unless otherwise noted		
<i>Leadership in the Laboratory Series - LIVE SESSIONS</i>			
	Chairing Effective Meetings (T34-17) April 6, 1:00pm Eastern	\$75	\$100
	Re-energizing Teams (T36-17) May 10, 1:00pm Eastern	\$75	\$100
	Coaching Skills (T38-17) June 14, 1:00pm Eastern	\$75	\$100

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Laboratory Webinar Series - LIVE SESSIONS			
	Overview of Laboratory Accreditation (T33-17) March 22, 1:00pm Eastern	\$75	\$100
	The Digital Revolution: Apps in the Laboratory (T35-17) April 19, 1:00pm Eastern	\$75	\$100
	Role of Laboratory Manager in the Accredited Laboratory (T37-17) May 24, 1:00pm Eastern	\$75	\$100
	How to Audit Management Requirements (T39-17) June 28, 1:00pm Eastern	\$75	\$100
RECORDED WEBINARS			
Laboratory Webinar Series - RECORDED WEBINARS			
	Calibration Requirements	\$75	\$100
	Computer and Software Requirements in the Accredited Laboratory	\$75	\$100
	Conducting Great Management Reviews	\$75	\$100
	Continual Improvement Under ISO/IEC 17025	\$75	\$100
	Control Charts in the Laboratory	\$75	\$100
	Corrective Action Expectations in an Accredited Laboratory	\$75	\$100
	Customer Service Requirements in ISO/IEC 17025	\$75	\$100
	Document Control in an Accredited Laboratory	\$75	\$100
	Ethics in the Laboratory	\$75	\$100
	Here Come the Assessors	\$75	\$100
	How to Plan for a Successful Assessment	\$75	\$100
	How the Grinch Stole Quality	\$75	\$100
	Laboratory Accreditation - Getting There is only half the fun	\$75	\$100
	Laboratory Personnel Under ISO/IEC 17025	\$75	\$100
	Layman's Guide to Measurement Uncertainty	\$75	\$100
	Method Selection Under ISO/IEC 17025	\$75	\$100
	Method Validation	\$75	\$100
	Overview of Method Validation for Microbiology	\$75	\$100
	Preventive Actions	\$75	\$100
	Process Mapping	\$75	\$100
	Proficiency Testing	\$75	\$100
	QC for Microbiological Media and Reagents	\$75	\$100
	Quality Control for the Withdrawal of a Sample from a Sample Container	\$75	\$100
	Quality Control in the Accredited Laboratory	\$75	\$100
	Reporting Results and Test Reports Under ISO/IEC 17025	\$75	\$100
	Requirements for Internal Audits	\$75	\$100
	Requirements for Customer Feedback in ISO/IEC 17025	\$75	\$100
	Role of Culture in the Laboratory	\$75	\$100
	Statistical Tools 1 - Tools used in the routing operation of an analytical lab	\$75	\$100
	Statistical Tools 2 - Tools used in method validation and troubleshooting	\$75	\$100
	Statistical Tools 3 - Additional method validation and QC tools	\$75	\$100

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	Statistical Tools 4 - Tools used to assess systematic error	\$75	\$100
	Skill Sharpening for Internal Auditors	\$75	\$100
	Sample Management for Laboratories	\$75	\$100
	Supplies and Equipment Elements of ISO/IEC 17025	\$75	\$100
	Technical Training and Evaluation	\$75	\$100
	The Concept of Measurement Traceability Under ISO/IEC 17025	\$75	\$100
	The Need for Records under ISO/IEC 17025	\$75	\$100
	The Role of the Quality Manager Under ISO/IEC 17025	\$75	\$100
	The Top 12 Questions to Ask During an Internal Audit	\$75	\$100
	Top Findings from Assessments	\$75	\$100
	Training Your Staff	\$75	\$100
	What managers and supervisors need to know about RCA	\$75	\$100
	Writing Procedures	\$75	\$100
<i>Leadership in the Laboratory Series - RECORDED WEBINARS</i>			
	Assessing and Mitigating Risk	\$75	\$100
	Active Listening	\$75	\$100
	Breaking Communication Barriers	\$75	\$100
	Change Management	\$75	\$100
	Common Leadership Mistakes and How to Avoid Them	\$75	\$100
	Communication basics for laboratories	\$75	\$100
	Contingency Planning	\$75	\$100
	Creating on-the-Job Training	\$75	\$100
	Dealing with Difficult Employees	\$75	\$100
	Dealing with the Bully at Work	\$75	\$100
	Effective Communication	\$75	\$100
	Effective Meetings for Laboratory Leaders	\$75	\$100
	Effective Writing	\$75	\$100
	Facilitation Skills	\$75	\$100
	Fixing Bad Meetings	\$75	\$100
	Getting Things Done - Productivity Practices	\$75	\$100
	Giving and Receiving Feedback	\$75	\$100
	Harness the Power of a Productive Team - Teambuilding	\$75	\$100
	How to Get your Knees to Stop Shaking and Other Presentation Skills	\$75	\$100
	How to Manage Difficult Conversations	\$75	\$100
	Improving your Interpersonal Skills	\$75	\$100
	Laboratory Project Management- 2 hours	\$125	\$150
	Managing Conflict	\$75	\$100
	Onboarding New Hires	\$75	\$100
	Performance Management	\$75	\$100
	Performance Planning: Setting your people up for success	\$75	\$100

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	Primer on Computer Security for Employees	\$75	\$100
	Problem Solving - Strategies for Success	\$75	\$100
	Setting Objectives	\$75	\$100
	Seven Deadly Communication Sins	\$75	\$100
	Strategic Planning	\$75	\$100
	Stress Management	\$75	\$100
	The Fine Art of Delegation	\$75	\$100
	There go the Baby Boomers! Have you Done your Succession Planning?	\$75	\$100
	Time Management	\$75	\$100
	Transforming the Dysfunctional Team	\$75	\$100
	Yes, No, Maybe - Are you Decisive? Strategies to Improve Decision Making	\$75	\$100

***Please note: Each registration covers *one connection* to the audio conference. Attendees connecting from separate locations are required to have separate registrations.**

Payment:

13% HST applies to all webinars

Subtotal: _____
 13% HST: _____
Total: _____

- Check if you would like an invoice to be sent to your parent membership (as above).
- Due to enhancements to the Moneris credit card processing portal to safeguard client information CALA will no longer process transactions at the office. Effective immediately, once your seat in the class is confirmed, instructions on how to pay by credit card will be emailed to you to process your own credit card payments using the Moneris online payment portal. If you experience any difficulties logging in, please contact the office.

Submit your registration form by fax to 613-233-5501 or send by email to training@cala.ca