

**OSH STATE UNIVERSITY
INTERNATIONAL MEDICAL FACULTY**

REVIEWED

at the meeting of the Academic
Council of MMF, OshSU

№ 1, "11" 10 2016 r.



REGULATION

OF CLINICAL PRACTICE

SPECIALITY: GENERAL MEDICINE (GM)

REGULATION

Clinical practice (CP) is a compulsory part of the curriculum and is carried out in accordance with the Regulation on the procedure for the practice of students of educational institutions of higher professional education. CP is carried out on time at the appropriate courses. The duration of the clinical practice is determined by the state educational standard of higher professional education and is: 1 week in the third semester (assistant to nursing staff); 1 week in the third semester (nursing assistant), 2 weeks in the fourth semester (assistant ward and procedural nurse) ; 2 weeks in the sixth semester (assistant paramedic of emergency and emergency medical care); 3 weeks in the eighth semester (assistant physician of a therapeutic, surgical and obstetric hospital), 3 weeks in the tenth semester (assistant physician of the FMC).

PP after 1 course is conducted at the International Faculty of Medicine (hereinafter MMF) in therapeutic and surgical hospitals, 2 courses are conducted at the International Faculty of Medicine in therapeutic and surgical hospitals, PP after the 3 course is carried out at the International Faculty of Medicine - at the ambulance station, PP after 4 courses are conducted at the International Faculty of Medicine in therapeutic, surgical, obstetric hospitals. After the 5th course, CP is conducted at the International Faculty of Medicine in an adult polyclinic and includes cycles of outpatient therapy, outpatient surgery and traumatology.

The purpose of the CP is to achieve basic competence - the ability to solve typical professional tasks (organizational, medical and diagnostic, preventive) within the scope of the list of practical skills, including first aid according to the level of training.

Clinical practice after the 2nd course of the 3rd semester has the goal of studying the work of junior medical personnel and manipulations for patient care.

Clinical practice after the 2nd course of the 4-semester has the goal of: guard and procedural nurse, mastering the skills of the guard and procedural nurse.

The industrial practice after the 3rd year is aimed at: studying the work of nurses (ambulance paramedics) and mastering the skills of performing manipulations and procedures of nurses, mastering the skills of diagnosing the main syndromes and diseases of internal organs.

The clinical practice after the 4th year of the 8th semester is aimed at: studying the work of a doctor in a hospital of a therapeutic, surgical and obstetric-gynecological profile. The student must master the skills: to examine patients with the most frequent therapeutic, surgical, obstetric and gynecological diseases, evaluate the examination and survey data of the patient, formulate a preliminary diagnosis, draw up an examination plan, give a short and long-term prognosis, recommendations for outpatient treatment, treat patients under the guidance doctor, correctly draw up medical documentation, participate in the reception of physiological childbirth and perform the primary treatment of newborns. The student must be familiar with the procedure for discharging, storing, recording and prescribing medicines (especially potent, narcotic and expensive); the work of the physiotherapy department, the technique of procedures; the work of the pathological department; organization and implementation of anti-epidemic work.

Industrial practice after the fifth course of the 10th semester - the study of the work of a doctor in primary health care in an outpatient clinic. The student must acquire the skills: to provide medical and preventive care to the bulk of the population in a polyclinic for pediatrics, therapy, surgery and obstetrics-gynecology; on the formation of clinical thinking for the early diagnosis of the most common diseases, taking into account the characteristics of their course, treatment, prevention, clinical examination, examination of disability; to provide emergency care at the pre-hospital stage in acute diseases and urgent conditions.

The general management of the CP is carried out by the Deputy Dean of the International Medical Faculty of Osh State University.

The organization of the PP is provided by the head of the CP, who is responsible for concluding contracts with medical and preventive institutions (LPI), preparation and maintenance of office work, the distribution of students to practice bases, as well as the dean's office of the faculty, which controls the timeliness of passing the PP, passing exams, and eliminating debts.

The direct implementation and educational and methodological guidance of the CP is carried out by the relevant clinical departments, the heads of which are responsible for its quality. At the departments, the chairpersons responsible for the CP (assistants) and the department curators (assistants) of the corresponding clinical areas are appointed, who control and guide the PP in the basic health care facilities. The reports of those responsible for conducting the CP and the curators are annually heard at the cathedral meetings.

In order to prepare students for practice in the departments in accordance with the State Standard and the requirements of the Final State Attestation Program, lists of practical skills are formed with an indication of the level of their development, and the requirements that will be presented to the student on the exam to obtain an excellent, good or satisfactory grade are determined. ... Lists of practical skills are approved by the deputy, dean of MMF for industrial practice.

CP is carried out at those medical centers with which Osh State University has concluded agreements (Osh city and Osh region). Students on the target recruitment pass the CP in the hospital that sent them. In medical institutions, i.e. bases of practice, on the basis of contracts between Osh State University and the medical institution, the heads of the base of industrial practice (chief physician or chief nurse) are appointed, who are responsible for organizing the CP at the corresponding clinical base. The CP is carried out directly by the base managers (heads of departments, senior nurses of the departments), who are responsible for the quality of PP in health care facilities in the relevant clinical areas.

No one can be exempted from passing the CP. It is forbidden to send students to other events (sports, health-improving, etc.) at the expense of the time of the teaching staff. If the internship is not completed, the student is expelled from the faculty at the suggestion of the dean's office and by order of the rector.

The postponement of the term of practice can be allowed for individual students in exceptional cases (illness, pregnancy) in agreement with the dean's office of the faculty.

The missed days (for a good or unjustifiable reason) are worked out without reducing hours due to shifts or on weekends, or the practice is extended for the missed days.

At the end of each cycle, the basic head of the teaching staff writes an individual characteristic of the student, sealed with the seal of the medical institution.

The chairperson of the teaching staff supervises the passage of individual cycles, providing the student with advisory assistance in person. The teacher and the base supervisor control the implementation of the most difficult skills on time during the PP.

During the practice, students keep a single diary of the established form, reflecting the main types of work in all clinical areas of CP. Daily diary entries are endorsed by the base practice supervisor. After completing the practice and passing the exam, the PP diary is transferred to the archive of Osh State University.

Every day, the student fills out a diary of industrial practice, which reflects all types of work performed, as well as the development of practical skills, which is confirmed by the signature of the direct (basic) head of the practice. A diary of industrial practice with daily work records, with a list of mastered practical skills, characteristics of the student's work and an assessment of the basic

manager, certified by the signature of the head physician of the medical facility and the seal, is the main reporting document by which the student's work in practice and the implementation of the program are assessed.

At the end of the practice, the student submits a completed and certified diary, as well as samples of medical documentation and reports on independent educational and research work, in the event that it is provided for by the program, to the department head, who, on the basis of checking the diary and the results of the interview, taking into account the characteristics given to the student by the basic the head, the results of the practice are assessed by the control testing of students by the AVN system. The score for clinical practice is entered by the assistant-manager in the student's record book and in the examination sheet based on bulletin No. 24, which is agreed by the MMF of Osh State University and approved by the Academic Council of Osh State University in 2015 on March 10 by order of the rector No. 178. ... Students who have undergone summer clinical practice at their place of residence take the final exam at the beginning of the next academic year, within the terms approved by the university, according to the schedule drawn up by the departments responsible for the practice of the course.

A student who has not completed the clinical practice program on time and (or) received negative feedback about the work, and (or) as well as missed the internship due to illness or other valid reasons, submit an explanatory note to the dean's office, which indicates the reasons for the debt. The question of passing the CP of these persons is decided individually at a joint meeting of the dean of the faculty and the head of practice. A student who has completed the practice program, but received a negative mark on the exam, applies to the dean's office for permission to take the exam again.

Debt students are sent to practice after study or during the winter student holidays, and pass it at the bases of the respective departments.

Organizational structure of the PP leadership

Osh State University

- Rector
- Director of the Department of Industrial Practices, Osh State University
- Dean's office
- Head. Chairs
- Responsible for teaching staff at the department (curators of practice)

TPI

- Head of the practice base (chief doctor and chief nurse)
- Basic supervisor (head of the department, senior nurse)

Responsibilities of the subdivisions of the international medical faculty for PP

Duties of the faculty dean's office on CP

1. Ensures the conclusion of contracts with hospitals and health departments of the city and regions, determines the list of clinical practice bases.
2. Organizes, together with the dean's office, meetings of the heads of the teaching staff and students
3. Introduces students and teachers to the Regulation on practice, functional responsibilities of departments of the faculty and medical institutions in the organization and conduct of CP.

4. Forms lists of students sent to specific bases of practice in accordance with contracts with health care facilities, sends the lists to specific health care facilities. Provides students with the necessary documents before the start of the PT.
5. Appoints, in agreement with the departments and the dean's office, the time for the examinations on CP, draws up a schedule for passing the exams, brings this information to the departments.
6. Provides the department and basic managers with methodological and instructional materials on PP.
7. Carries out coordination of curricula and practical skills carried out at the CP in different courses.
8. Analyzes and summarizes the results of the CP
9. Together with the dean's office and departments, organizes the individual passing of the PT by students who have not passed it within the prescribed period.
10. Organizes the provision of remuneration for the basic managers of the practice and the managers of the practice base, keeps records of the hours worked by teachers and basic managers in practice.
11. Participates in the publishing activities of departments on CP issues.
12. Reports to the academic council of the faculty on the results of the program.
13. Supervises the departments and health care facilities on the organization, methodological support and implementation of CP.
14. Prepares draft orders for the MMF on CP issues.
15. Supervises the work of the tutors of the teaching staff and students during the teaching process.
16. Coordinates the timing of meetings on the PP, the timing of examinations.
17. Endorses the deadlines for passing the CP on the individual program.
18. Sends students for re-passing the PT and passing the PT on an individual program, endorses the terms of its completion.
19. Participates in the work of the methodological commissions of the faculty on the issues of CP
20. Registers debtors under the CP and organizes work to eliminate debts.
21. The representative of the dean's office (deputy dean) heads the commission for the exam on PT., Draws up examination sheets, puts the grade for the PT in the student's record book.
22. Participates in summing up the results of the CP at the Academic Council of the faculty.

Responsibilities of the head Department of CP

1. Coordinates and organizes the educational process at the department in accordance with the needs of the teaching staff and practical skills put into practice.
2. Appoints a person responsible for conducting CP at the department and supervisors of practice (1-2 people).
3. Organizes familiarization of students with the practice program during the cycle in their subject.
4. Carries out interaction with heads of practice bases in its profile.
5. Coordinates the passage of practice by students who have not completed it within the established timeframe.
6. Carries out a revision of the methodological recommendations available at the department in order to determine the need for their revision.
7. Conducts department meetings on planning and CP outcomes.
8. Conducts coordination of the list of practical skills with the departments teaching related disciplines.

Responsibilities of the person responsible for the CP at the department and the curator of the practice

1. Personally conducts an agreement with the head physician of the practice base of the terms of the practice and the number of students based on the practice, concluding a preliminary contract.
2. Interacts with the basic head of the practice on the organization of PT and the development of the required amount of practical skills by students, provides the basic head with teaching materials on PT and introduces him to the requirements for the PT exam.
3. Methodically ensures the passage of practice in its subject (features of the design of the PP diary, the volume of entries, the list and level of mastering practical skills, the ratio of the level of mastering practical skills - (have an idea, understand, know, be able to).
4. Introduces students to the exam requirements in their subject.
5. Advises students during the passing of the PT on complex and unclear issues personally.
6. Supervises students' UIR in their subject.
7. Submits a report on the results of industrial practice (the number of those who passed and did not pass assessments, difficulties and suggestions).
8. Participates in the examination committee, puts a mark in the practice diary and a list of practical skills.
9. Supervises the conduct of safety briefing at their practice bases.
10. Submits to the dean's office information about students who have violated the academic discipline and internal regulations in the medical facility.
11. Draws up and presents the head. Practice passport bases of practice: full name base manager, phone number, the capacity of the department, the possibility of mastering practical skills learned at the faculty, the maximum possible number of students at the base.

Responsibilities of the head of the practice base

1. On behalf of the Osh State University, the MMF concludes an agreement with the health care facility, determining the number of students undergoing internship at the base, specific departments where it will take place and the basic leaders of the internship.
2. Provides the opportunity for students to master the practical skills brought to practice.
3. Solves complex and conflict issues that have arisen during the internship at the base, interacting with the head. Practice, basic leaders and supervisors of the practice.

Duties of the basic head of the practice (head of the department).

1. Accepts a student on the basis of practice, noting in the direction of the date of arrival and departure from the practice, affixing them with his signature and seal of the medical facility.
2. Provides the student with the opportunity to master practical skills in the subject according to the list.
3. Checks the level of mastering of practical skills by the student, notes attendance, diligence, interest in the subject, the quality of keeping a diary, regularly signing the student's diary.
4. Based on the results of the practice, he gives a brief description to the student, where he assesses the level of the student's mastering of practical skills according to a five-point system: (unsatisfactory - unable to perform, satisfactory - performs practical skills, but makes significant mistakes in the methodology of execution and details, has not reached the recommended level, good - has practical skills in its fundamental foundations and at the recommended level, but admits minor inaccuracies, excellent - has a high quality and fully owns practical skills at the recommended level or higher).
5. On the title page of the practice diary, he notes the terms of passing the CP, confirming them with his signature and the seal of the medical facility.
6. Conducts safety briefing for students sent to practice at health care facilities.