

Seen and Approved by
the Academic Council of
I. Horbachevsky Ternopil State Medical University
from August 30, 2016

Rector M. Korda

Implemented by the Order of the Rector
of I. Horbachevsky Ternopil State Medical University
from August 30, 2016

REGULATIONS

on Learning and Training Primary Health Care Centre

Ternopil, 2016

The current form of applied training for 6th-year students and resident doctors is carried out at the latest Learning and Training Primary Health Care Centres established by I. Horbachevsky Ternopil State Medical University on the territory of Ternopil region in accordance with the Articles 13, 14 of “The Principles of Legislation of Ukraine on Health Care”, the Program of Primary Health Care in Ternopil Region approved by the Order of the Head of Regional State Administration, the Resolutions of the Collegium of the Department of Healthcare of Regional State Administration from September 22, 2008 and April 29, 2009.

1. General Regulations

The regulations on the Learning and Training Primary Health Care Centre of I. Horbachevsky Ternopil State Medical University are developed in accordance with Article 33 of the Law of Ukraine “On Higher Education” and the Statute of I. Horbachevsky Ternopil State Medical University.

1.1. Learning and Training Primary Health Care Centre (LTPHCC) is an educational subdivision of TSMU, which provides educational preventive services for prevention and reduction of morbidity, early case detection, screening of patients and healthy individuals, primary health care services for the population.

Using the existing services and means, the centre is responsible for health-based education of the population and provides substance abuse control (smoking, alcohol abuse, etc.).

1.2. LTPHCC is arranged by TSMU in the settlements of the districts and in the city of Ternopil for the practical training of students and resident doctors, outpatient care administration to the population in the area of its management and to the workers of the assigned enterprises, schools and preschool facilities, etc.

1.3. The practical training of 6th-year students and resident doctors in the LTPHCC is carried out according to the schedule of the dean’s offices of the Faculty of Medicine and the Academic and Research Institute of Postgraduate Education of TSMU, approved by the Vice-Rector for Science, Education and Clinical Affairs, which provides the terms of practical training and fixed hours of outpatient admission, care at home, diseases prevention and other activities.

1.4. The LTPHCC is directly administered by TSMU. In the area of its management it cooperates with the family doctor and their assistants.

1.5. Work planning, financing, staffing, fitting with equipment of the LTPHCC is performed in accordance with the established standards and in the prescribed manner.

1.6. The LTPHCC is headed by a general practitioner of family medicine, which is directly subordinated to the Head of the Department of Healthcare of Ternopil City Council, and monthly reports on the work performed by the students and resident doctors at the LTPHCC to the Department of Clinical Affairs of TSMU to Vice-Rector for Science, Education and Clinical Affairs of TSMU and dean’s offices.

1.7. Fitting the LTPHCC with medical installation, armamentarium, equipment, supplies and household goods is carried out by TSMU in accordance with the approved standards in the prescribed manner.

1.8. The LTPHCC maintains training and accounting documentation, similar to the records as provided by the Orders of the Ministry of Health of Ukraine and the State Statistics Committee of Ukraine.

2. Tasks of the LTPHCC

- 2.1. Primary health care delivery at the LTPHCC and at home to the population living in the area of its management.
- 2.2. Participation in the arrangement and implementation of comprehensive preventive measures among the population aimed at reducing morbidity, disability and mortality.
- 2.3. Involvement into the arrangement and performing screening of the population, healthy and ill adolescents, persons at risk of cancer, cardiovascular and other diseases.
- 2.4. Participation in arrangement and implementation of health-based education of the population, promotion of a healthy lifestyle, including nutrition, increased physical activity, control over smoking and other substance abuse.

3. The LTPHCC is aimed at students and resident doctors' skills development in:

- 3.1. Delivery of first aid and emergency care to patients with acute and unexpected illnesses, injuries, poisonings and accidents.
- 3.2. Delivery of health care at home to people who, due to the health state and nature of the illness, cannot visit an outpatient clinic, need bedside nursing, regular medical supervision, or making decision on hospitalization.
- 3.3. Early case detection, primary examination of patients and healthy individuals, who seek medical help at the LTPHCC.
- 3.4. Timely delivery of outpatient medical assistance to the population at the LTPHCC, as well as at home.
- 3.5. Timely hospitalization of persons, who need in-patient treatment, in accordance with the disease profile.
- 3.6. A number of issues on adequate treatment of patients with cardiovascular diseases, with sequelae of cerebrovascular diseases, orthopaedic injuries, providing, as the circumstance arises, professional medical advice by the corresponding specialists – TSMU academic staff.
- 3.7. Assistance in periodic screenings.
- 3.8. Follow-up care of the population, including detection of healthy and ill individuals, who need dynamic monitoring; formation of lists of persons at risk of cancer; early detection of ischemic heart disease, hypertension cases and monitoring of the population with high blood pressure; examination and preventive treatment of patients depending on the nature and manifestations of the disease, detection of harmful labour and living conditions, development and provision of necessary means for prevention.
- 3.9. Dynamic monitoring of health of adolescents, working teenagers, senior students, studying labour and living conditions, participation in health and wellness activities.
- 3.10. Participation in anti-epidemic measures on vaccination, detection of infectious patients, dynamic care for persons who were in contact with infectious patients, convalescents together with the city sanitary and epidemiological station.
- 3.11. Participation in expert evidence on temporary disability and in the deciding on individuals for sanatorium-resort therapy.
- 3.12. Participation in arrangement and carrying out of patients' in-patient treatment at home.

3.13. Personal, social and health education among the population in the area of its management as well as their hygienic education.

3.14. Arrangement and carrying out of patients home rounds in order to register family passports, detect household health hazard, etc.

3.15. Involvement of community of the area of its management into the assistance at the LTPHCC.

3.16. Arrangement and carrying out of activities on developing resistance to the cold for disease prevention.

4. Departments of the centre:

- Doctor's office;
- Treatment room with sterilization kit;
- Auxiliary premises;
- Dentist's office.

5. Working hours of the LTPHCC

5.1. The LTPHCC functions in accordance with the laws, regulations and directives of the Verkhovna Rada and the Cabinet of Ministers of Ukraine, orders, guidelines of the Practical Policies of the Ministry of Health, local governments, other statutory documents and these Regulations.

6. Duties of resident doctors in practical training at the LTPHCC:

6.1. Resident doctors deliver primary medical and preventive care to the population in the area of its management in the amount of the job description of the doctor on 'general practice of family medicine' at an outpatient clinic and at home.

6.2. According to the schedule of practical training a 1st-2nd-year individual, who graduated of the Faculty of Medicine of TSMU and undergoes initial professional specialization at the postgraduate medical school for a degree of a medical specialist, is appointed as a resident doctor.

6.3. The Dean's Office of Academic and Research Institute of Postgraduate Education assigns a resident doctor for training at the LTPHCC in accordance with the approved agenda.

6.4. A district general practitioner of family medicine manages the work of a resident doctor, in his absence – the Head Physician of the LTPHCC does.

6.5. A resident doctor in practical training at LTPHCC must:

6.5.1. Administer first aid, as well as emergency first medical aid, in the amount of the job description of the doctor on 'general practice of family medicine' at an outpatient clinic and at home.

6.5.2. As the circumstance arises, arrange for medical advice of a general practitioner of family medicine for patients, and if so agreed – of experts of the academic staff of TSMU clinical departments.

6.5.3. Get ready patients for hospitalization and ensure their timely referral to inpatient treatment.

6.5.4. Use in their practice current methods of prevention, diagnostics, treatment and rehabilitation of patients with various diseases.

6.5.5. Carry out preventive work to detect risk factors, early and latent forms of diseases.

6.5.6. Take an active part in the complex of screening measures for the population of the area of its management (case detection, registration, carrying out of health-improving measures) and monitoring their health.

6.5.7. Perform sanitary and disease control work at the area of its management.

6.5.8. Provide personal, social and health education among the population of the area of its management, assist in the expert evidence on temporary disability, if clinically indicated refer them to a family doctor.

6.5.9. Keep educational medical records.

6.7.10. Provide expert advice on medical social and psychological issues, as well as planned parenthood to the population

6.5.11. Arrange medical care delivery to the population in emergency situations.

6.5.12. On the last day of practical training at the LTPHCC, take part in filling out the resident doctor's report on the performed work, which should be submitted to the Department of Clinical Affairs to the Vice-Rector for Science, Education and Clinical Affairs of TSMU, the Dean of the Faculty of Medicine and the Director of Academic and Research Institute of Postgraduate Education on the day of arrival to TSMU.

6.6. A resident doctor of general practice of family medicine has a right to:

6.6.1. Supervise the work of the subordinate 6th-year students in practical training.

6.6.2. Submit to the administration suggestions on improvement of medical care delivery to the population on the basis of general practice of family medicine.

6.6.3. Take part in district meetings, research and training conferences, seminars on medical and preventive care delivery on the basis of general practice of family medicine.

7. A 6th-year student's duties in practical training at LTPHCC:

7.1. Carry out diagnostic and therapeutic prescriptions under the supervision of a resident doctor in the amount of the job description of the doctor on 'general practice of family medicine'.

7.2. Deliver pre-doctor care for patients in case of medical emergencies, injuries and poisonings.

7.3. Take part in performing screening of the population in the area of its management.

7.4. Take part in preventive, sanitary and disease control work in the area of its management (vaccination, early detection of AIDS, tuberculosis and cancer).

7.5. Carry out personal, social and health education and promote healthy lifestyle among the population of the district.

7.6. Provide expert advice to the population on medical social and psychological issues, as well as planned parenthood.

7.7. Arrange medical care delivery to the population in emergency situations.

7.8. Fill in accounting and reporting statistical documentation; professional development.

7.9. On the last day practical training at the LTPHCC, take part in filling out the resident doctor's report on the performed work, which should be submitted to the Department of Clinical Affairs to the Vice-Rector for Science, Education and Clinical Affairs of TSMU, the Dean of the Faculty of Medicine and the Director of Academic and Research Institute of Postgraduate Education on the day of arrival to TSMU.

7.10. A 6th-year student in practical training at the LTPHCC has a right to:

7.10.1. Make suggestions to the administration on improvement of practical training arrangement, supplying of facilities (department) of general practice of family medicine with necessary armamentarium, medicines.

7.10.2. Participate in conferences, seminars and meetings for nurses on medical care delivery to the population on the basis of family medicine.

8. Duties of a resident dentist doctor in practical training at the LTPHCC:

8.1. A resident doctor delivers primary medical and preventive care to the population at the area of its management in the amount of the job description of the doctor on 'dentistry' in an outpatient clinic.

8.2. According to the schedule of practical training a 1st-2nd-year individual, who graduated of the Faculty of Dentistry of TSMU and undergoes initial professional specialization at the postgraduate medical school for a degree of a medical dentistry specialist, is appointed as a resident dentist doctor.

8.3. The Dean's Office of Academic and Research Institute of Postgraduate Education assigns a resident dentist doctor for training at the LTPHCC in accordance with the approved agenda.

8.4. A lecturer of the Department of Dentistry, a dentist of the LTPHCC manages the work of a resident dentist doctor, in his absence– the Head Physician of the LTPHCC does.

8.5. A resident dentist doctor in practical training at the LTPHCC must:

8.5.1. Administer first aid, as well as emergency first medical aid, in the amount of the job description of the doctor on 'dentistry' at an outpatient clinic.

8.5.2. Exercise doctor's duties under the supervision of a dentist, being responsible on a par with them.

8.5.3. Work in accordance with the standard agenda of practical training of resident dentist doctors.

8.5.4. Every week, report on the implementation of individual plan.

8.5.5. Follow the internal work order regulations of the health care facilities of clinical residency.

8.6. A resident dentist doctor in practical training at the LTPHCC has a right to:

8.6.1. Supervise the work of the subordinate 5th-year students in practical training.

8.6.2. Submit to the administration suggestions on improvement of medical care delivery to the population on the basis of general practice of family medicine.

8.6.3. Take part in district meetings, research and training conferences, seminars on medical and preventive care delivery on the basis of general practice of family medicine.

9. A 5th-year dentist student in practical training at the LTPHCC must:

9.1. Carry out diagnostic and therapeutic prescriptions under the supervision of a resident doctor in the amount of the job description of the doctor on 'dentistry'.

9.2. A 5th year dentist student delivers primary medical and preventive care to the population in the area of its management in the amount of the job description of the doctor on 'dentistry' at an outpatient clinic.

9.3. Administer first aid, as well as emergency first medical aid, in the amount of the job description of the doctor on 'dentistry' at an outpatient clinic.

9.4. Exercise doctor's duties under the supervision of a dentist, being responsible on a par with them.

9.5 Work in accordance with the standard agenda of practical training of dentist students.

9.6. Follow the internal work order regulations of the health care facilities of clinical residency.

9.7. Fill in accounting and reporting statistical documentation; professional development.

9.8. On the last day practical training at the LTPHCC, take part in filling out the dentist student's report on the performed work, which should be submitted to the Department of Clinical Affairs to the Vice-Rector for Science, Education and Clinical Affairs of TSMU, the Dean of the Faculty of Dentistry and the Director of Academic and Research Institute of Postgraduate Education on the day of arrival to TSMU.

10. A 6th-year student in practical training at the LTPHCC has a right to:

10.1. Make suggestions to the administration on improvement of practical training arrangement, supplying of facilities (dental office) of general practice of family medicine with necessary armamentarium, medicines.

10.2. Participate in conferences, seminars and meetings for nurses on medical care delivery to the population on the basis of family medicine.

Agreed by

Vice-Rector for Science,
Education and Clinical Affairs

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