



ACIBADEM
MEHMET ALİ AYDINLAR
UNIVERSITY

INTERNSHIP LOGBOOK 2020-2021





ACIBADEM
MEHMET ALİ AYDINLAR
UNIVERSITY

Name & Surname :

Student Number :

Internship Period :/...../20....-...../...../20....



Please return this Log Book to Internship Coordinators
in the end of your training.



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Dear Interns,

We would like to congratulate you firstly, as you are beginning your last year of medical school, “internship”. Internship is now the next step for a medical student in becoming a fully qualified doctor. You will find that your internship is the first time to get to practice actual hands-on medicine with your preceding medical training and theoretical background. You will be expected to acquire all the skills and experience necessary to qualify to practice general medicine.

In Acıbadem Mehmet Ali Aydınlar University School of Medicine, the aim is to educate the doctors of the future as individuals who practice evidence-based medicine, acknowledge the importance of research, who are inquisitive, honest and work for the well-being of humanity. Interns improve their medical knowledge and communication skills, and are supervised by faculty members. In your internship year, our aim is to apply your clinical knowledge in out-patient clinics and services, gain more hands-on experience and practice basic procedures.

Internship at Acıbadem University School of Medicine takes place at Acıbadem Mehmet Ali Aydınlar University Kerem Aydınlar Campus, in the affiliated hospitals and other health institutions. The education program is concordant with the primary health-care program, called as the “UÇEP” (Ulusal Çekirdek Eğitim Programı). Accordingly, interns may be assigned to a different primary, secondary or tertiary health-care institution with suggestions from the Curriculum Development Committee, Program Coordinators, and upon approval from the Faculty Board and Dean. Should such an assignment occur, the education program is prepared considering the intern training based on the work principals of the department. These assignments may take place at in-patient and out-patient clinics, operating rooms, laboratories, primary care facilities and in community.



During your one-year internship, you will be having rotations in the Department of Internal Medicine (eight weeks), Community Health and Primary Care (eight weeks), Pediatrics (eight weeks), Emergency Medicine (eight weeks), General Surgery (four weeks), Obstetrics and Gynecology (four weeks), Psychiatry (three weeks) and Simulated Clinical Practice (one week). There will also be an elective rotation for eight weeks for which you may choose the specialty according to your interest.

Your rotations will include night-shifts. Your Log Book should be filled out during your rotation and handed to your supervising faculty member at the end of the year before graduation. The supervising faculty member in each rotation will provide further explanations to you. We consider you as our colleagues and attendance to all rotations is mandatory. Any occasions in which an intern will be absent should be within the knowledge of supervising faculty member of the rotation.

Internship is a great opportunity to thrive, learn and gain experience. We wish you all a successful year.

Prof. Sevgi ŞAHİN, M.D.
Year 6 Coordinator

2020 -2021 ACADEMIC CALENDAR YEAR 6

Group A

		<u>Dates</u>
MED 6001	Elective Clerkship-1	06.07.2020 - 02.08.2020
MED 604	Obstetrics and Gynecology	03.08.2020 - 30.08.2020
MED 608	Simulated Clinical Practice	31.08.2020 - 06.09.2020
MED 603	Pediatrics	07.09.2020 - 01.11.2020
MED 606	Community Health and Primary Care	02.11.2020 - 27.12.2020
MED 605	Psychiatry	28.12.2020 - 17.01.2021
MED 607	Emergency Medicine	18.01.2021 - 14.03.2021
MED 602	General Surgery	15.03.2021 - 11.04.2021
MED 601	Internal Medicine	12.04.2021 - 06.06.2021
MED 6002	Elective Clerkship-2	07.06.2021 - 04.07.2021

Group B

		<u>Dates</u>
MED 6001	Elective Clerkship-1	06.07.2020 - 02.08.2020
MED 606	Community Health and Primary Care	03.08.2020 - 27.09.2020
MED 605	Psychiatry	28.09.2020 - 18.10.2020
MED 608	Simulated Clinical Practice	19.10.2020 - 25.10.2020
MED 604	Obstetrics and Gynecology	26.10.2020 - 22.11.2020
MED 603	Pediatrics	23.11.2020 - 17.01.2021
MED 601	Internal Medicine	18.01.2021 - 14.03.2021
MED 607	Emergency Medicine	15.03.2021 - 09.05.2021
MED 602	General Surgery	10.05.2021 - 06.06.2021
MED 6002	Elective Clerkship-2	07.06.2021 - 04.07.2021



Group C

MED 6001	Elective Clerkship-1	06.07.2020 - 02.08.2020
MED 608	Simulated Clinical Practice	03.08.2020 – 09.08.2020
MED 607	Emergency Medicine	10.08.2020 – 04.10.2020
MED 602	General Surgery	05.10.2020 – 01.11.2020
MED 601	Internal Medicine	02.11.202 – 27.12.2020
MED 604	Obstetrics and Gynecology	28.12.2020 – 24.01.2021
MED 603	Pediatrics	25.01.2021 – 21.03.2021
MED 606	Community Health and Primary Care	22.03.2021 – 16.05.2021
MED 605	Psychiatry	17.05.2021 – 06.06.2021
MED 6002	Elective Clerkship-2	07.06.2021 - 04.07.2021

Group D

MED 6001	Elective Clerkship-1	06.07.2020 - 02.08.2020
MED 601	Internal Medicine	03.08.2020 – 27.09.2020
MED 604	Obstetrics and Gynecology	28.09.2020 – 25.10.2020
MED 608	Simulated Clinical Practice	26.10.2020 – 01.11.2020
MED 607	Emergency Medicine	02.11.2020 – 27.12.2020
MED 602	General Surgery	28.12.2020 – 24.01.2021
MED 606	Community Health and Primary Care	25.01.2021 – 21.03.2021
MED 605	Psychiatry	22.03.2021 – 11.04.2021
MED 603	Pediatrics	12.04.2021 – 06.06.2021
MED 6002	Elective Clerkship-2	07.06.2021 - 04.07.2021

YEAR 6 2020- 2021 CLERKSHIP PROGRAM

Group	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52
A	Elective 06/07/2020 - 02/06/2020	Obstetrics & Gynecology 03/08/2020 - 30/08/2020 06/09/2020	Sim. 2020	Community Health & PHC 03/08/2020 - 27/09/2020	Pediatrics 07/09/2020 - 01/11/2020	Psychiatry 28/09/2020 - 18/10/2020	Sim. 19/10/2020	Obstetrics & Gynecology 28/10/2020 - 25/10/2020	Community Health & PHC 02/11/2020 - 27/12/2020	Psychiatry 25/11/2019 - 05/12/2019	Emergency Medicine 16/12/2019 - 09/02/2020	General Surgery 28/12/2020 - 17/01/2021	Internal Medicine 12/04/2021 - 06/05/2021	Elective 07/06/2021 - 04/07/2021																																						
B	Elective 06/07/2020 - 02/06/2020	Community Health & PHC 03/08/2020 - 27/09/2020	Sim. 2020	Obstetrics & Gynecology 28/10/2020 - 25/10/2020	Pediatrics 07/09/2020 - 01/11/2020	Psychiatry 28/09/2020 - 18/10/2020	Sim. 19/10/2020	Obstetrics & Gynecology 28/10/2020 - 25/10/2020	Community Health & PHC 02/11/2020 - 27/12/2020	Emergency Medicine 16/12/2019 - 09/02/2020	General Surgery 28/12/2020 - 17/01/2021	Internal Medicine 12/04/2021 - 06/05/2021	Elective 07/06/2021 - 04/07/2021																																							
C	Elective 06/07/2020 - 02/06/2020	Sim. 03/08/2020	Emergency Medicine 10/08/2020 - 04/10/2020	Community Health & PHC 03/08/2020 - 27/09/2020	Pediatrics 07/09/2020 - 01/11/2020	Psychiatry 28/09/2020 - 18/10/2020	Sim. 19/10/2020	Obstetrics & Gynecology 28/10/2020 - 25/10/2020	Community Health & PHC 02/11/2020 - 27/12/2020	Emergency Medicine 16/12/2019 - 09/02/2020	General Surgery 28/12/2020 - 17/01/2021	Internal Medicine 12/04/2021 - 06/05/2021	Elective 07/06/2021 - 04/07/2021																																							
D	Elective 06/07/2020 - 02/06/2020	Internal Medicine 03/08/2020 - 27/09/2020	Sim. 2020	Obstetrics & Gynecology 28/09/2020 - 25/10/2020	Pediatrics 07/09/2020 - 01/11/2020	Psychiatry 28/09/2020 - 18/10/2020	Sim. 19/10/2020	Obstetrics & Gynecology 28/10/2020 - 25/10/2020	Emergency Medicine 02/11/2020 - 27/12/2020	Community Health & PHC 25/01/2021 - 21/03/2021	Psychiatry 22/03/2021 - 11/04/2021	Pediatrics 12/04/2021 - 06/06/2021	Elective 07/06/2021 - 04/07/2021																																							



GENERAL SURGERY

Clerkship	Year	Code	Duration (weeks)	Credit	ECTS
General Surgery	6	Med 602	4	4	4

Educational Language	English
Course Type	Compulsory
Course Level	Undergraduate
Year Coordinators	Sevgi ŞAHİN, MD, Prof.
Committee Chairs	Bilgi BACA, MD, Prof. Erman AYTAÇ MD, Assoc. Prof.
Academic Units & Staff	Cihan URAS, MD, Prof. Tayfun KARAHASANOĞLU, MD, Prof. İsmail HAMZAOĞLU, MD, Prof. Bilgi BACA, MD, Prof. İbrahim BERBER, MD, Prof. Remzi EMİROĞLU, MD, Prof. Erman AYTAÇ, MD, Assoc. Prof. Volkan ÖZBEN, MD, Assoc. Prof. Akif Enes ARIKAN, MD, Assist. Prof. Afağ AGHAYEVA, MD, Assist. Prof. Tonguç Utku YILMAZ, MD, Assist. Prof. Güralp Onur CEYHAN, MD, Instructor
Educational Methods	<ul style="list-style-type: none"> • Bedside training • Outpatient clinics, ward rounds, inpatient clinics • Incorporation to surgical procedures • Case discussions • Paper / lecture presentation and discussion • Attendance to multidisciplinary and M&M meetings
Assessment Methods	<ul style="list-style-type: none"> • Failure to sign will be interpreted as absence • 20% absence results in failure from internship program • They are expected to fulfill the requirements including case presentations, lecture/paper presentations. • Clinical skills and professional attitude will be assessed. • Assessment will be interpreted as sufficient or insufficient.

<p>Course Aims</p>	<ul style="list-style-type: none"> • The aim is to teach basic surgical topics and principles to sixth-year medical students with bedside training, case discussions and paper presentations. They will learn to be a part of a surgical team and will take direct responsibility for the patient care. • The students will have opportunities to join in the both inpatient and out-patient settings with medical teachers and other health professionals in the relevant hospitals of Acibadem Health Care Group. • Each student is expected to: <ul style="list-style-type: none"> • incorporate basic knowledge and clinical experience to obtain modern patient-oriented clinical care and • participate the care of patients in the various stages (preoperative area, inpatient and outpatient clinics, operative procedures, recovery and follow-up) of evaluation and treatment by surgeons.
<p>Learning Outcomes</p>	<p>At the end of this internship program the students will be able to evaluate the patient and analyze the symptoms and examination findings related with the following topics.</p> <ul style="list-style-type: none"> • Acute abdomen • Acute appendicitis • Acute mastitis, nipple discharge and symptoms of breast mass • Anorectal disorders (anal abscess, hemorrhoidal disease, anal fissure, etc) and differential diagnosis such as rectal cancer. • Acute cholecystitis • Abdominal wall hernia • Thyroid disorders • Define minimally invasive surgery and robotics • Apply the following skills under observation <ul style="list-style-type: none"> o Suturing and suture removal o Abscess drainage o Placement of urinary catheter o Placement of nasogastric tube o Wound care • Prepare a medical report of a patient and fill out daily follow-up notes of the patient



Internship Detailed Program and Information

Intern doctors in Acibadem University School of Medicine are responsible for the work in the Department of General Surgery during the 4-week period. On behalf of educational team, they have responsibilities to complete their internship program.

In this program, you will be interacting with physicians in the Department of General Surgery and observing them through every step of patient care. You will experience what surgeons do on a daily basis as you encounter patient-physician interactions in the clinics, pre and postoperative units, operating rooms, and bedside meetings during rounds.

Maturity, attentiveness, flexibility, and the ability to follow written and verbal directions are qualities that are absolutely imperative to prevent hindrance of patient care. Professionalism is essential. Please be respectful to the surgical staff and nurses at all times.

This internship program is operated under the guidance and direction of the Chairman of Surgery and internship coordinator. Start and end dates, hospital shift start and end times, requirements and/or the process of selection, student guidelines, and policies set forth by Acibadem University School of Medicine rules.

The Department of General Surgery consists of the following surgical subspecialties:

- Gastrointestinal Surgery
- Breast Surgery
- Transplant Surgery

Working Plan and Responsibilities

- 1- The responsibilities during the 6th year involve total care of all patients under the supervision of the faculty and senior resident staff.
- 2- The general surgery internship program lasts 4 weeks. In the beginning of the internship, the working schedule is declared to the intern doctors and this schedule is reported to the faculty and resident staff.



- 3- The general surgery internship program takes place in the Acibadem Atakent, Maslak and Altunizade Hospitals, all of which are affiliated to the Acibadem University.
- 4- Within this program, intern doctors are expected to work in the inpatient and outpatient clinics as well as in the operating rooms.
- 5- The working hours are between 7:30 am and 4:30 pm. Absence from the clinic without reporting an excuse is not allowed. Interns who will be absent must report, in advance, their excuse to the clinical coordinator. Otherwise, the internship program will be subject to repetition.
- 6- At the beginning of the internship, intern doctors are divided into 3 groups: outpatient clinic, inpatient clinic and operating room. The senior staff declares the 4-week working schedule responsible for the internship program.
- 7- The faculty members and/or chief surgeons conduct ward rounds. All the interns must be present during the morning rounds.
- 8- During ward rounds, interns who are in charge with the inpatient clinic will present their patients. Interns are obliged to know all the clinical data of the patients they are responsible for.
- 9- Interns who are responsible for the inpatient clinic will accompany their patients during consultations, and they are supposed to be in direct contact with the consultants and prepare the treatment plan under the guidance of senior surgeons.
- 10- In the inpatient clinic, interns are supposed to take patient history, change wound dressings, and insert nasogastric tube and urinary catheters under the supervision of the surgical staff.
- 11- In the outpatient clinics, interns are supposed to participate actively to the clinical examination of patients.
- 12- Interns working in the operating room are supposed to be present in the operating room from 7:30 am and 4:30 pm. They are expected to scrub up and participate in the surgical procedures.
- 13- Rooms available for intern doctors are located in the inpatient clinics and in the departmental area. Interns can use these rooms during their free times in the clinic.



- 14- During the general surgery internship, each intern must be on duty 4 times and one of these will be a weekend duty. The schedule will be announced to the interns in the beginning of the internship. Interns are supposed to start their duty at 4:30 pm (during the week), 9:00 am (at weekends) and finish on the next day at 9:00 pm. Interns are allowed to take one-day leave after the completion of the duty.
- 15- During the internship program, all the interns are supposed to participate to the multidisciplinary meetings carried out in the clinic.
These meetings are;
 - 1) Gastrointestinal oncology meeting (every Monday, 7:30-8:30 am),
 - 2) Breast oncology meeting (every Friday, 7:00-8:30 am).
- 16- In the 3rd week of the internship program, a monthly morbidity and mortality meeting is carried out and the head of the department will declare the exact date of this meeting. Interns must participate to this meeting.
- 17- In the clinic, a monthly “literature presentation meeting” is carried out and the head of the department will declare the exact date of this meeting. Interns must participate to this meeting.
- 18- Each intern will have a faculty or senior resident staff responsible for the intern. In the middle of the internship program (at the end of the 2nd week), the staff will evaluate intern’s working condition and any deficiencies will be reported to the intern. The same evaluation will be performed at the end of the internship and this will be graded and marked as success or fail.
- 19- Within the working hours, intern doctors must be in good relationship with the residents, surgical staff, faculty members, nurses and auxiliary staff and must obey code of conduct.
- 20- In addition to clean and tidy outfit/dress, intern doctors must wear white coat or uniforms at all times in the inpatient and outpatient clinic (male interns should shave daily).

Clerkship Timetable

Week/Day	Monday	Tuesday	Wednesday	Thursday	Friday
1					
2					
3					
4					



Logbook Task Table:

	DATE	SIGNATURE
History Taking (n=5)		
Aseptic Dressing (n=5)		
Stitch Removal (n=5)		

Removal of Drain (n=5)		
Per Rectal Examination (n=2)		
Catheterization Urethral (n=5)		
Writing Discharge Note (n=5)		
Taking Informed Consent (n=1)		



Assisting Pre-op Order Writing (n=5)		
Assisting Operation Note Writing (n=5)		
Assisting Postoperative Order Writing (n=5)		
Operative Skills		
Scrubbing, Gowning, Gloving (n=5)		



Skin Stitching (n=5)		
Wound Debridement (n=1)		
Abscess Drainage (n=1)		
Assisting Laparoscopic Surgery (appendectomy, cholecystectomy, etc.) (n=1)		
No of Operations Assisted (n=5)		



INTERNAL MEDICINE

Program Name	Code	Year	Duration (weeks)	Credit	ECTS
Internal Medicine	MED 601	6	8	8	10

Course Type	Compulsory
Course Level	Undergraduate
Year Coordinators	Sevgi ŞAHİN, M.D., Prof. Bilgi BACA, M.D., Prof.
Program Coordinators	Fatih Oğuz ÖNDER, M.D., Prof. İbrahim YILDIZ, M.D., Assoc. Prof.

Academic
Unit &
Staff

INTERNAL MEDICINE

Nurdan TÖZÜN, M.D., Prof.
Siret RATİP, M.D., Prof.
Murat SARUÇ, M.D., Prof.
Aziz YAZAR, M.D., Prof.
Özlem ER, M.D., Prof.
Gül BAŞARAN, M.D., Prof.
Rüştü SERTER, M.D., Prof.
Ülkem ÇAKIR, M.D., Prof.
Sevgi ŞAHİN, M.D., Prof.
Başak OYAN ULUÇ, M.D., Prof.
Nesliar KUTSAL, M.D., Prof.
Arzu TİFTİKÇİ, M.D., Prof.
Taner KORKMAZ, M.D., Prof.
Fatih Oğuz ÖNDER, M.D., Prof.
Gürhan ŞİŞMAN, M.D., Prof.
Leyla ÖZER, M.D., Assoc. Prof.
Suna YAPALI, M.D., Assoc. Prof.
Özlem SÖNMEZ, M.D., Assoc. Prof.
İbrahim YILDIZ, M.D., Assoc. Prof.
Hakan ÜNAL, M.D., Assoc. Prof.
Borçak Çağlar RUHİ, M.D., Assoc. Prof.
Can GÖNEN, M.D., Assoc. Prof.
Özlem ÇELİK, M.D., Assoc. Prof.
Yıldız OKUTURLAR, M.D., Assoc. Prof.
Mehmet KARAARSLAN, M.D., Assist. Prof.
Özdal ERSOY, M.D., Assist. Prof.
Ant UZAY, M.D., Assist. Prof.



Academic Unit & Staff	<p>PULMONARY DISEASES</p> <p>Çağlar ÇUHADAROĞLU, M.D., Prof. Ceyda EREL KIRIŞOĞLU, M.D., Prof. Pelin UYSAL, M.D., Assoc. Prof. Pejman GOLABI, M.D., Instructor</p> <p>INFECTIOUS DISEASES</p> <p>Sesin KOCAGÖZ, M.D., Prof. Serap GENÇER, M.D., Prof. Hülya KUŞOĞLU, M.D., Assist. Prof.</p> <p>CARDIOLOGY</p> <p>Sinan DAĞDELEN, M.D., Prof. Duhan Fatih BAYRAK, M.D., Prof. Elif EROĞLU, M.D., Prof. Aleks DEĞİRMENCİOĞLU, M.D., Assoc. Prof. Selçuk GÖRMEZ, M.D., Assist. Prof.</p>
Course Duration	8 weeks

Educational Methods	<p>Seminars (Presented by interns and faculty staff), Journal Clubs, Case Discussions during ward rounds and out-patients' clinics, Clinical Skills Training, Ward rounds, Bed Side Training, Outpatient clinics, On-call duties and Night Shifts</p>
Assessment Methods	<p>Direct observation and evaluation of intern-patient relationships, patients' case files recorded by interns, completing the defined duties, scheduled tasks, medical interventions performed by interns.</p>
Course Aims	<p>This hospital based medical education program aims to deliver training in environment of wards and out-patient clinics of the tertiary healthcare facility.</p>

**Learning
Outcomes**

At the end of this program, interns will be able to:

- Gather data for patients' case history, perform physical examination and organizing management plan.
- Manage contact with patients and with patients' relatives.
- Organize patient care, laboratory and radiologic tests under supervision of relevant primary doctor of the patient.
- Keep medical case file records and fill and organize them when required.
- Understand the legal issues regarding patients case files.
- Observe and interpret the changes in the patients' clinical and laboratory findings.
- Manage interactions between various hospital staff.
- Observe basic principles for management of an internal medicine ward.
- Perform interventions for care of the patient.
- Participate in the interplay of various disciplines required for the management of the patients who need multidisciplinary approach.
- Make informing speeches to the patients and relatives when required.
- Observe patient management in out-patient clinics.

COMPULSORY TASKS DURING THE INTERNSHIP

Ward Rounds

- Attendance to ward rounds at scheduled hours is compulsory. Intern doctors will present the hospitalized patients to the primary consulting doctor and other participants of the ward round.
- Intern doctors should keep personal case-files of the patients apart from the hospitals file. Case-files should be closed when the patient is discharged and files should be presented to the coordinators with this log-book at the end of education period of 8 weeks. Medicolegal issues regarding the case-file writing will be discussed during the ward rounds.
- Intern doctors are required to discuss differential diagnosis and treatment options during ward rounds.
- Intern doctors should accompany the patients during secondary consulting doctor visits and radiologic or endoscopic examination.
- Intern doctors will observe and perform interventions to the patients when appropriate.
- Intern doctors will visit the patients on daily basis and repeat the physical examination, check measured data such as blood glucose, urine output, vital sign etc.
- Working hours in the clinics is between 8:00 – 17:00 during week days. Sign-in and sign-out polling will be available between 8:00-8:30 in the morning and 16:30 – 17:00 in the afternoon.

Out-patient Clinics

- All interns will attend out-patient clinics and observe patient management with faculty staff.
- All interns will attend out-patient clinics for the 8 weeks of education. Rotations will be at weekly basis.
- Duty in the out-patient clinics will start after the daily ward - rounds and daily duration of the out-patient clinic will be determined by the relevant faculty member.

Seminars

- All interns will present a seminar under the supervision of a faculty member.
- Topic will be decided at least 1 week before the presentation.
- Seminars should be presented after the approval of the supervising faculty member.
- Dates and schedule of the seminars will be decided according to the supervising staff's programme.

Interventions

- All interns are obliged to perform ordered interventions under supervision of faculty staff.
- Intravenous line or urinary catheter placement, capillary blood sugar measurement, placement of respiratory masks, central venous pressure measurements are among many interventions that can be performed under supervision.

Night Shifts

- Intern doctors will have night shifts during week days.
- Night shift duty will begin at 17:00 and will finish at 8.30 next day.
- Interns on duty are obliged to visit hospitalized patients of internal medicine department at least once during the night shift.
- Night shift interns have the duty to inform other doctors about the events happened during the night shift, laboratory tests or radiologic examination to be followed-up.
- Interns with absenteeism without a solid excuse, particularly documented, and/or permission of consulting staff will have compensation on-call duties. Absenteeism more than legal limit will cause the renewal of the course program.
- The interns should comply with the terms and rules of the department, consulting staff, and the special requirements asked by the clinical wards. Maximum care should be performed in order to keep the patient records and privacy unexposed.

Training Sites

- Acibadem University Atakent Hospital in-patient wards including organ transplantation units.
- Patients will be followed up in other departments units when transferred to the intensive care unit or coronary ward.
- Out-patient clinics of the Atakent Hospital including internal medicine, endocrinology, rheumatology, oncology, hematology, gastroenterology, nephrology, gastroenterology, pulmonology, cardiology.

Training Rotation Program

- Each intern attends the ward rounds, out-patient clinics according to the following durations:
- Hematology or oncology – 2 weeks (mainly ward rounds)
- Gastroenterology – 1 week
- Endocrinology – 1 week
- Nephrology – 1 week
- Cardiology – 1 week
- Infectious disease – 1 week
- Pulmonology – 1 week

Suggested Reading

- Cecil Essentials of Medicine 9th Ed.
- Harrisons Principles of Internal Medicine 19th ed
- Current Diagnosis and Treatment 2016
- UptoDate (<http://www.uptodate.com/home>)
- Medscape (<http://www.medscape.com/>)
- Notes of 3rd and 4th grades.

Patients Case Files

Protocol Number	Diagnoses	Interventions	Primary Consulting Doctor

Please add the case-files of the discharged patients to this log book. Please consider the privacy of the patients and keep the files anonymous. Patients will be identified by protocol number.

Seminar	
Topic	
Date	
Supervisor	

Please add 3x2 print-out of the seminar power point/keynote file to this log-book.

Interventions

Intervention	Protocol Number / Date	Supervising Doctor

At least 5 interventions required to successfully finish the internal medicine internship.

Night Shifts

Date	Signature of consulting doctor

Compensation night shifts done after absenteeism should be designated.

Out-patient Clinics

TASK TABLE			
Name/Surname:		Start Date:	End Date:
Task/Procedure	Patient Protocol No	Date	Responsible Instructor Signature

PSYCHIATRY

Program Name	Code	Year	Duration (weeks)	Credit	ECTS
Psychiatry	MED 605	6	3	3	3

Attendance	Compulsory
Internship Coordinators	Sevgi ŞAHİN, M.D., Prof.
Program Coordinators	Ürün ÖZER AĞIRBAŞ, M.D., Assoc. Prof.

Course Length	Three weeks, of which the second week will be spent at Bakirköy Neuropsychiatric Hospital's Emergency Room (1 day) and Outpatient Clinics
Methods of Teaching	Case presentations and discussions Attendance at Outpatient clinics and observation Taking History and performing Mental State Examination of patients seen at the Emergency Department, Outpatient Clinic or on medical/surgical wards as part of the concept of Liaison Psychiatry
Assessment Methods	Present a case which should include description of symptoms and mental state features, aetiological factors, medical/legal/family/substance misuse history, differential diagnoses, a plan of management, assessment of prognosis and risk assessment. Present a recently published research article in the field of Psychiatry improving your knowledge of statistics and methodology in medical research (voluntarily).
Aim	Psychiatric interns should aim to improve their skills of actively incorporating any mental health issues that they will come across in their clinical practice. They should be able to diagnose and treat simple psychiatric cases (such as depressive illness, anxiety disorders) at a primary care level and make referrals to secondary care accordingly. Furthermore, they should be able to make a risk assessment for each patient (including psychiatric emergencies such as risk of suicide/homicide).

Learning Outcomes	<p>Describe the clinical presentation of common psychiatric disorders and summarize the major categories of psychiatric disorders, using ICD-10/ DSM 5.</p> <p>Describe the pharmacological, psychological and other (e.g. ECT) treatment options for psychiatric patients, including the indications, method of actions and side effects.</p> <p>Describe what may constitute risk to self-suicide, self-harm, high risk behavior) and risk to and from others and can conduct a risk assessment.</p> <p>Take a full psychiatric history and carry out a mental state examination.</p> <p>Understand principles of immediate care in psychiatric emergencies which may occur in A&E and general medical settings.</p>
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COMPULSORY TASKS DURING THE INTERNSHIP

- Attendance to outpatient clinic of Acibadem Atakent Hospital / Acibadem Maslak Hospital.
- Attendance to outpatient clinic and emergency unit of Bakirköy Mazhar Osman Mental Health and Neurological Diseases Education and Research Hospital

In the second week of the internship, students will attend to the outpatient clinic and the emergency unit under the supervision of a psychiatrist (field trainer). This part of the internship will primarily focus on clinical experience in general practice out-patient care.

Students have to comply with local working regulations as outlined by the responsible field trainer and are responsible returning their attendance sheets* to the faculty in charge.

An on-call rota between the students should be established for attendance during the night.

USEFUL INFORMATION:

Training Sites:

- Bakirköy Mazhar Osman Mental Health and Neurological Diseases Education and Research Hospital (BRSHH)
- Acibadem Atakent University Hospital (ACU)
- Acibadem Maslak Hospital (ACM)

Responsibilities

- Working hours in the attended Departments usually are between 08:30 and 17:00 during the weekdays.
- Working hours in the Bakirkoy Mazhar Osman Mental Health and Neurological Diseases Education and Research Hospital will be communicated by field trainers-faculty in charge.
- The supervisor will complete the internship assessment form after the course based on evaluation of Clinical case management, Interaction with patient and community, Professionalism, Personal Professional attitude.
- Interns will deliver their assessment forms completed by their field trainer to the Intern Internship Coordinator at the end of the internship period.
- The interns who cannot obtain sufficient evaluation will fail and repeat the course.
- The interns should comply with the terms and rules of the visited departments-units, consulting staff, and the special requirements asked for by the clinicians-field trainers. Maximum care should be performed in order to keep the patient records unexposed.
- Interns with absence without a solid excuse, particularly documented, and/or permission of consulting staff will have compensation on-call duties. Absence more than legal limit will lead to repetition of the course program.

TIMETABLE

	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	ACU/ACM	ACU/ACM	ACU/ACM	ACU/ACM	ACU/ACM
Week 2	BRSHH	BRSHH	BRSHH	BRSHH	BRSHH
Week 3	ACU/ACM	ACU/ACM	ACU/ACM	ACU/ACM	ACU/ACM

Watch out for Following:

Behave according to ethical and legal principles.

- Act in a safe way towards patients. Understand the potential to do psychological harm to patients by providing untrained/unsupervised psychotherapeutic interventions and fostering inappropriate doctor-patient attachments.
- View psychiatric patients as being deserving of the same high standard medical care as patients with other medical conditions.
- Respect privacy/confidentiality rules designed by the relevant institute
- Organize a timetable amongst your group and come in pairs to attend Outpatient Clinics.

TASKTABLE

Date	Unit/Task	Signature of consulting doctor
	ACU/ACM	
	BRSHH Psychiatric Emergency	
	BRSHH Outpatient Clinic	
	Case Presentation	

PEDIATRICS

Program Name	Code	Year	Duration (weeks)	Credit	ECTS
Pediatrics	MED 603	6	8	8	9

Course Type	Compulsory
Course Level	Undergraduate
Year Coordinators	Sevgi ŞAHİN, M.D., Prof. Bilgi BACA, M.D., Prof.
Program Coordinators	Metehan ÖZEN, M.D., Prof. Burcu BULUM AKBULUT, M.D., Assoc. Prof.

**Academic
Unit &
Staff**

Pediatric Allergy and Immunology

Gülbin BİNGÖL, M.D., Prof.
Günseli BOZDOĞAN, M.D., Assoc. Prof.

Pediatric Cardiology

Ender ÖDEMiŞ, M.D., Prof.

Pediatric Endocrinology and Metabolism

Serap SEMİZ, M.D., Prof.
Saygın ABALI, M.D., Assist. Prof.

Pediatric Gastroenterology and Nutrition

Vildan ERTEKİN, M.D., Prof.
Mahir GÜLCAN, M.D., Assist. Prof.

Pediatric Genetics

Yasemin ALANAY, , M.D., Ph.D., Prof.

Pediatric Hematology and Oncology

Gülyüz ÖZTÜRK, M.D., Prof.
Cengiz CANPOLAT, M.D., Prof.
Arzu AKÇAY, M.D., Assoc. Prof.
Didem ATAY, M.D., Assoc. Prof.
Ayşe Burcu AKINCI, M.D., Assist. Prof.
Fatma DEMİR YENİGÜRBÜZ, M.D., Assist. Prof.

Pediatric Infectious Disease

Metehan ÖZEN, M.D., Prof.

Pediatric Intensive Care and Emergency Medicine

Agop ÇITAK, M.D., Prof.
Sare Güntülü ŞIK, M.D., Assist. Prof.

Academic Units & Staff	<p>Neonatology Ayşe KORKMAZ TOYGAR, M.D., Prof. Serdar BEKEN, M.D., Assoc. Prof. Hasan KILIÇDAĞ, M.D., Assoc. Prof. Atalay DEMİREL, M.D., Assoc. Prof. Ebru KAZANCI, M.D., Assist. Prof. Selma AKTAŞ, M.D., Assist. Prof.</p> <p>Pediatric Nephrology Burcu BULUM AKBULUT, M.D., Assoc. Prof.</p> <p>Pediatric Neurology Uğur IŞIK, M.D., Prof.</p> <p>Social Pediatrics Selda KARAAYVAZ, M.D., PhD, Prof.</p> <p>General Pediatrics Sibel AKA, M.D., Assist. Prof. Tarkan İKİZOĞLU, M.D., Assist. Prof. Özlem Naciye ATAN ŞAHİN, M.D., Assoc. Prof.</p> <p>Affiliated Faculty: Elif DAĞLI, M.D., Prof. Pediatric Pulmonology</p>
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Educational Methods

Practice in outpatient clinics
Practice in Clinical Wards and Intensive Care Units
Clinical On-call duties
Weekly Academic Meetings
Academic Staff Lectures
Journal Club
Intern Presentations

Assessment Methods

Performance assessment;
Active and on-time attendance,
Patient evaluation and physical examination,
Seminar/article preparation and presentation,
Clinical skills assessment,
Personal Professional Attitude,

Course Aims

The purpose of Pediatrics Internship is to integrate knowledge, attitudes and skills already acquired in the first 5 years of medical school into the clinical discipline, follow-up of healthy children and practice current diagnostic and therapeutic approaches in common medical situations.

Interns at Acibadem University School of Medicine will graduate equipped with interest and understanding of health issues regarding children in our country and the world with extensive knowledge in preventive and routine pediatric care. Interns will actively participate in care of hospitalized children and outpatients, practicing disease prevention, (differential) diagnosis, treatment and follow-up strategies and providing support for patient and family.

COMPULSORY TASKS DURING THE INTERNSHIP

Outpatient Clinics

All interns should attend evaluation of patients in outpatient clinics. They will be asked to take history and perform physical examination under supervision of consulting staff. All anthropometric evaluation must be fulfilled completely. If requested, laboratory tests and necessary papers should be completed. Prescription and drug dosage calculation must be performed. Pediatric interns will be assigned to different subspecialty outpatient clinics for 2-4 weeks during their programme.

Inpatient Clinics

All interns should attend ward rounds. They will be asked to take history and perform physical examination under supervision of consulting staff. Interns are responsible for daily follow-up of hospitalized patients. All anthropometric evaluation must be checked regularly. If requested, laboratory tests and necessary papers should be completed. Prescription and drug dosage calculation must be performed. Pediatric interns will be assigned to specialized inpatient clinics where they may be given specific responsibilities. When possible, all clinical skills must be practiced under supervision of consulting staff like bone marrow aspiration, endotracheal intubation etc.

Journal Clubs and Academic Meetings:

All interns should attend weekly Academic Meetings, Wednesdays at noon. Clinical discussions and lecture presentations are provided by Academic Staff. All consulting staff and specialists are expected to attend the meeting. Each intern is required to perform an oral presentation during the Pediatric Internship programme. The subjects and/or articles will be provided by the consultant staff of the month. The Internship Director will announce the presentation schedule at the beginning of the course.

On-Call Duties in Emergency Out-patient Clinic:

All interns should be available during On-call duties and night shifts. They should perform all clinical skills under supervision of consulting staff.

In the next morning, interns are expected to verbally report their On-call duty experience to a staff physician.

USEFUL INFORMATION:

Programme Sites:

Acibadem University Atakent Hospital is the main venue for Pediatric Internship. With approval of both Internship Director and related Faculty Member, interns can rotate at Acibadem University Maslak Hospital for 2-4 weeks. The rotation plan will be organized on the first day of internship programme.

Pediatrics Internship Sites:

General Pediatrics and Well-baby out-patient clinics in Atakent and Maslak Hospitals
Neonatal ICUs in Atakent and Maslak Hospitals
Pediatric ICU in Atakent Hospital
Pediatric Emergency Unit in Atakent Hospital

Subspecialty Out-patient Clinics:

Pediatric Allergy and Immunology in Maslak,
Pediatric Cardiology in Atakent and Maslak,
Pediatric Endocrinology in Atakent and Maslak,
Pediatric Gastroenterology in Atakent and Maslak,
Pediatric Genetics in Maslak,
Pediatric Hematology and Oncology in Atakent,
Pediatric Infectious Disease in Atakent,
Pediatric Nephrology in Atakent,
Pediatric Neurology in Maslak Hospital.

PEDIATRIC INTERNSHIP OVERVIEW

The working schedules are subject to alterations based upon emergency conditions due to patient health-care issues and unforeseen academic duties. Another consulting staff will supervise the interns in case the consultant is not available in the hospital.

<p>Learning Outcomes</p>	<p>At the end of this program, interns will be able to:</p> <ul style="list-style-type: none"> • Develop effective communication skills, oral and written, with peers on their medical team, parents, attending as well as oral presentations skills in a variety of settings such as work rounds, patient consultations, family meetings, etc. • Obtain an extensive pediatric history from the parent and from the child. • Perform a complete physical examination on patients from the neonatal period through adolescence, • Promptly assess mental status, cooperation quality and develop the ability to use Glasgow Coma Scale, • Obtain appropriate anthropometric measurements according to age and evaluate the growth parameters effectively • Develop a clinical assessment and management plan, demonstrating critical thinking skills and integration of previous basic science and clinical knowledge into management of pediatric problems • Establish a plan for immunization practices, nutrition for well-babies, and oral rehydration therapy • Provide adequate information and support for encouraging Breastfeeding • Fully evaluate a patient with common morbidities in childhood, such as infectious, cardiac, endocrine, hematologic, neoplastic, immunologic, nephrological, neuromuscular and genetic diseases. • Perform certain minor procedures in accordance with National Core Curriculum Guideline; venous puncture, establishment of peripheral/central venous line, establishment of urinary catheters, suturing, intubation, various site injections, basic life support, performing lumbar puncture and etc.
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**Learning
Outcomes**

- Experience on certain techniques; evaluation of peripheral smears, evaluating urine and stool analysis, obtaining various cultures with appropriate techniques, and etc.
- Measure and evaluate vital signs ie. blood pressure, heart rate and respiratory rate, body temperature.
- Perform and evaluate certain tests like electrocardiogram, pulmonary function tests, clotting time and etc.
- Prescribe common pediatric drugs and experience on weight based drug dose and parenteral medication calculations
- Experience on evaluation of common pediatric biochemical, hematological, microbiological and radiological tests
- Experience on preparation of patient file, writing follow-up notes and medical reports

General View on Weekly Working Schedules in Clinic Wards/Intensive Care Units

	Monday	Tuesday	Wednesday	Thursday	Friday
08:00-09:00	Morning Briefs	Morning Briefs	Morning Briefs	Morning Briefs	Morning Briefs
09:00-12:00	Ward Rounds	Ward Rounds	Ward Rounds	Ward Rounds	Ward Rounds
12:00-13:00	LUNCH	LUNCH	LUNCH	LUNCH	LUNCH
13:00-16:30	Ward Rounds	Ward Rounds	Ward Rounds	Ward Rounds	Ward Rounds
16:30-17:00	Evening Briefs	Evening Briefs	Evening Briefs	Evening Briefs	Evening Briefs

Name/Surname:	Task/Procedure	Prescription	Medical Report Preparation (Follow-up, Discharge, Informed Consent)	Pediatric Physical Examination	Patient-Centered History Taking
Patient Protocol No					
Date Start Date					
Responsible Instructor Signature End Date					

Responsibilities

- Acibadem Medical School Internship Rules and Regulations Documents apply to all interns.
- Working hours in Pediatrics Department are between 08:30 and 17:00 during the weekdays.
- Working hours in Pediatrics Department will be arranged in accordance with overnight on-call system during weekends and national holidays.
- The emergency outpatient clinic, clinical wards and intensive care units are available for patient service for 24 hours-and-365 days.
- On-call physicians and interns will be providing patient care and information for the consulting staff physicians during weekends and national holidays.
- The attendance sheet will be available for interns between 08:00-08:30 and 16:30-17:00 during weekdays.
- The interns will have 2 different parts of education and training course during internship. Each course will last 2-4 weeks under the supervision of an academic staff and will primarily focus on clinical experience in out-patient clinics or hospital wards (majority being in intensive care-units).
- The consulting physicians will complete the internship assessment form after 4-weeks course based on evaluation of Clinical case management, Interaction with patient and community, Professionalism, Personal Professional attitude.
- Interns will provide their assessment forms filled out by their consultants and to the Internship Director of Pediatrics at the end of each month.
- The interns should comply with the safety and healthcare terms and rules of Units and consulting staff. Maximum care should be provided to keep the patient records unexposed with respect to confidentiality.
- Maximum care should be performed to comply with hygienic procedures to keep the patients germ-free not only in intensive care units but also in outpatient clinics.

Suggested Readings and Internet Resources

- Nelson Textbook of Pediatrics, 2-Volume Set, 20th Edition (2016).
 - Report of the Committee on Infectious Disease. Red Book, 30th Edition (2015).
 - <http://redbook.solutions.aap.org/redbook.aspx>.
 - <http://www.cdc.gov/vaccines/schedules/index.html>
 - <http://learnpediatrics.com/>
 - <http://www.pedscases.com/>
 - <http://pediatriceducation.org/>
 - <http://www.medutv.uio.no/jbgttest/elaring/fag/barnesykdommer/index.shtml>
 - <http://pediatriccare.solutions.aap.org/Pediatric-Care.aspx>
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- <http://pedclerk.bsd.uchicago.edu/page/genetics>

OBSTETRICS AND GYNECOLOGY

Program Name	Code	Year	Duration (weeks)	Credit	ECTS
Obstetrics and Gynecology	MED 604	6	4	4	4
Course Type	Compulsory				
Course Level	Undergraduate				
Year Coordinators	Sevgi ŞAHİN, M.D., Prof.				
Program Coordinators	Murat NAKİ, M.D., Prof. Suat DEDE, M.D., Prof.				
Academic Units & Staff	Mete GÜNGÖR, M.D., Prof. Özlem PATA, M.D., Prof. Ahmet Cem BATUKAN, M.D., Prof. Serkan ERKANLI, M.D., Prof. Bülent TIRAŞ, M. D., Prof. Suat DEDE, M.D., Prof. Ercan BAŞTU, M.D., Prof. Belgin SELAM, M.D., Prof. A.Yiğit ÇAKIROĞLU, M.D., Prof. Turgut AYDIN, M.D., Assoc. Prof. Özgüç TAKMAZ, M.D., Assist. Prof. Emine KARABÜK, M.D., Assist. Prof. Selin ÖZALTIN, M.D., Assist. Prof. Esra ÖZBAŞLI, M.D., Instructor Affiliated Faculty: Faruk KÖSE, M.D., Prof.				
Course Duration	4 Weeks				

Educational Methods	Lectures, Clinical Skills Training, Ward rounds- outpatient clinics, On-call duties
Assessment Methods	Clinical Skills Assessment
Course Aims	<p>The purpose of this course is; to provide sixth year medical students necessary knowledge about etiology, clinical signs-symptoms, differential diagnosis and treatment of common obstetric and gynecologic problems and, emergencies.</p> <p>Interns are expected to; Actively participate in maternal and fetal monitoring during labor and learn dynamics of vaginal delivery.</p> <p>Realize how OB/GYN merges surgery, medicine, and primary preventive care into a single practice. Discuss how overall mental and physical health interacts with reproductive function.</p> <p>Gain comfort in taking an appropriate OB/GYN history and performing pelvic examination. Introduce the principles of surgery related to women's health</p>
Learning Outcomes	<p>At the end of this internship program students will be able to;</p> <ul style="list-style-type: none"> • Demonstrate the ability to perform a thorough OB/GYN history, including menstrual history, obstetric history, gynecologic history, contraceptive history and sexual history. • Demonstrate the ability to perform a gynecologic examination (Speculum/bimanual) • Demonstrate the ability to perform an obstetric exam • Demonstrate the ability to perform Pap smear. • Demonstrate the ability to interpret electronic fetal monitoring. • Demonstrate the ability to provide contraceptive counseling • Demonstrate the ability to communicate the results of the OB/GYN history and physical examination by well-organized written notes and oral reports. • Demonstrate the ability to formulate a differential diagnosis of the acute abdomen including ectopic pregnancy

Learning Outcomes	<ul style="list-style-type: none"> • Demonstrate the ability to describe the etiology and work up for infertility • Demonstrate the ability to describe gynecologic malignancies including risk factors, signs and symptoms and initial evaluation of abnormal Pap smear, Postmenopausal bleeding, and adnexal mass/cyst. • To have basic knowledge about antenatal and postpartum follow-up, determination of obstetric risk factors, management of obstetric hemorrhage principles. Demonstrate the ability to develop hypotheses, diagnostic strategies and management plans in the evaluation of antepartum, intrapartum and postpartum patients. • Demonstrate the ability to develop hypotheses, diagnostic strategies and management plans in the evaluation of patients with gynecologic problems, including routine postoperative care following gynecologic surgery. • Follow and assist 5 vaginal deliveries and appreciate dynamics of delivery.
Educational Methods	<p>Case Discussions, Paper presentation and discussion, Bed side training, Assisting deliveries, Gowning for surgeries, Labor and delivery 24 hour calls (5 calls/month), Practice in operating and delivery room, Shadowing an attending for daily activities (outpatient clinic, surgeries and postoperative visits)</p>
Assessment Methods	<p>Failure to sign in will be interpreted as absence; 20 % absence requires repeating the course, Attendance to clinics and compliance, Competency in Patient care, Case Presentations Paper / Lecture presentations, Attitude during rounds are measured</p>

COMPULSORY TASKS DURING THE INTERNSHIP

Journal Clubs and seminars:

Each attendent of internship program should participate weekly journal clubs or seminar by Obstetrics and Gynecology Department. Time period is variable due to different hospital facilities. In the beginning of internship programe, this information will be provided.

Inpatient Clinics

Clinical studies in the inpatient clinics starts at 8:00 A.M. Inpatient clinic group divided to two team. One team for patient care, one team for operation room. Clinical skill development and interventions should be done under supervision of clinical staff or mentor. All clinical records Outpatient clinics etc. . .

Log bbok about clinical skills should be completed during obstetrics and gynecology internship and presented to supervisor at the and of obstetrics and gynecology internship.

Useful information:

Training Sites:

Acibadem University Atakent Hospital,
Acibadem Maslak Hospital

Responsibilities:

- Working hours in Obstetrics and Gynecology Department are between 08:00 and 17:00 during the weekdays.
- Working hours in Obstetrics and Gynecology Department will be arranged in weekends
- The emergency outpatient clinic, clinical wards and intensive care units are available for patient service for 24 hours-and-365 days.
- On-call physicians and interns will be providing patient care and information for the consulting staff physicians during weekends and national holidays.

- The signature sheet will be available for interns between 08:00- 08:30 and 16:30-17:00 during weekdays.
- The internship program for Obstetrics and Gynecology Department consists of 4 weeks in 2 different periods.

- The interns will have 2 different parts of education and training course during internship. First course will last 3 weeks under the supervision of an academic staff and will primarily focus on clinical experience in out-patient clinics or hospitalized patients. Second course will be last 1 weeks of internship and determined by director of obstetrics and gynecology department.
- The consulting physicians will complete the internship assessment form after 4-weeks course based on evaluation of Clinical case management, Interaction with patient and community, Prof. essionalism, Personal Professional attitude.
- Interns will provide their assessment forms fulfilled by their consultants and deliver to Inter Internship Director of Obstetrics and Gynecology Department at the end of 4-weeks course.

- The interns who cannot obtain sufficient marks from assessing consultants will fail and repeat the course. Sufficient means that he/she performed at least 60% of the above-mentioned performance.
- The interns should comply with the terms and rules of the Obstetrics and Gynecology Department, consulting staff, and the special requirements asked by the clinical wards. Maximum care should be performed in order to keep the patient records unexposed.
- Interns with absenteeism without a solid excuse, particularly documented, and/or permission of consulting staff will have compensation on-call duties. Absenteeism more than legal limit will cause the renewal of the course program.
- Maximum care should be performed to comply with hygienic procedures to keep the patients germ-free not only in intensive care units but also in outpatient clinics.

TIMETABLE

Week/ Day	Monday	Tuesday	Wednesday	Thursday	Friday
1					
2					
3					
4					
5					
6					

EMERGENCY MEDICINE

Program Name	Code	Year	Duration (Weeks)	Credit	ECTS
Emergency Medicine	MED 607	6	8	8	10

Course Type	Compulsory
Course Level	Undergraduate
Year Coordinators	Sevgi ŞAHİN, M.D., Prof.
Program Coordinator	Serpil Yaylacı, M.D., Assoc. Prof. Cem GÜN, M.D., Instructor Hasan ALDİNÇ, M.D., Instructor
Academic Units & Staff	Serpil YAYLACI, M.D., Assoc. Prof. Cem GÜN, M.D., Instructor Hasan ALDİNÇ, M.D., Instructor Kamil KAYAYURT, M.D., Instructor Veysel BALCI, MD., Instructor
Course Duration	8 weeks

<p>Educational Methods</p>	<p>Clinical Skills Training;</p> <ul style="list-style-type: none"> • CASE Simulation booth camp • Program content • 1st day; Altered Mental Status Management • 2nd day; Multiple Trauma Management • Focused Assessment with Sonography for Trauma (FAST) Lecture and practice with simulator • 3rd day; Chest Pain Management, Dyspnea Management • 4th day; Abdominal Pain Management • 5th day; Busy Day in the ED • Chaos of the ED is created by standardized patients and simulators. • In the first 3 days of theme based simulation sessions, instructors play the role of patient's relatives to increase the stress factor of the situation. In the last 2 days, standardized patients are created by real actors and instructors and high- fidelity simulators are used together to improve communication skills and for crisis resource management training. To enhance the realism, real hospital documentation and laboratory tests are used, such as electrocardiogram, computed tomography and ultrasonography. For crisis resource management training, breaking bad news to agitated patient's relatives added to the scenarios at busy ED. At the end of the each simulation session, debriefings are performed by watching the recorded videos. According to their technical and nontechnical skills, participants are evaluated.
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<p>Educational Methods</p>	<p>Case Discussions (ECG, X-ray reading) Blended learning Flipped classroom Online meetings https://iem-student.org/2018-edition/download-2018-book/ Bed Side Training Department Lecture Day on Tuesdays</p>
<p>Assessment Methods</p>	<ul style="list-style-type: none"> • Performance* assessment via; • Portfolio; comprehensive case presentations and reports assessment of student presentations (journal club, seminar and bed side visit) active attendance as outlined in the log book. • Patient reports recorded by students (Approach to clinical management for cardinal symptoms (Chest pain, abdominal pain, shortness of breath, trauma, vaginal bleeding, orthopedic injuries) • Attendance to clinics and compliance, • Midrotation meeting practice-based tutor feed-back to identify strengths and opportunities <p><i>(* Students are evaluated by staff attending emergency physicians with whom they have worked during the period. Criteria utilized to evaluate a student's performance include the following: Patient care, medical knowledge, interpersonal and communication skills, Prof. essionalism)</i></p>

<p>Course Aims</p>	<ul style="list-style-type: none"> • To provide the student with the opportunity to gain experience in assessing a wide range of clinical problems seen in a teaching hospital emergency department (ED); • To improve student's; • Ability to take an accurate and concise history and physical exam in the undifferentiated patient; Undifferentiated emergency patients present with symptoms, not diagnoses. • Ability to generate a comprehensive differential diagnosis ability to consider the worst possible (life- threatening) conditions first. <p>Ability to develop a differential diagnosis, investigation plan, treatment, and disposition of the undifferentiated patient; technical skills in providing patient care in the ED. communication, collaboration, and Professional skills required for patient care in the ED.</p>
<p>Learning Outcomes</p>	<p>At the end of this program, interns will be able to:</p> <ul style="list-style-type: none"> • Consider the worst possible (life- threatening) conditions first. • Take an accurate and concise history and physical exam in the undifferentiated patient. • Generate a comprehensive differential diagnosis in ED. • Have technical skills in providing patient care in the ED. (e.g., CPR, intubation, defibrillation) • Have communication, collaboration, and Professional skills required for patient care in the ED. • Have an adequate skill of decision making on patient discharge and writing prescription.

COMPULSORY TASKS DURING THE INTERNSHIP

1. Attendance to CASE Booth Camp in Emergency Medicine:

The first week of the internship entail a program of booth camp with theoretical and practical emphasis for orientation and preparation purposes.

2. Emergency Department supervised by an Attending Emergency Physician:

Beginning in the 2nd week of the internship, students will start consulting at a emergency department under the supervision of a attending emergency physician. This part of the internship will primarily focus on clinical experience in emergency medical care. Students have to comply with local working regulations as outlined by the responsible physician and are responsible returning their attendance sheets* to the faculty in charge.

(*Signed daily by the responsible physician)

3. Journal Clubs and Seminars:

Journal clubs and seminars are run by interns and faculty on Tuesdays, each week. Students are invited to choose four seminar topics and an article for their journal club session from a selection of relevant journals and seminar topics provided by internship faculty in the first week. Journal clubs are critical appraisal sessions of articles, presented by a student or faculty member followed by group discussion.

4. Attendance:

Attendance to CASE Booth Camp and all seminars (faculty and student seminars), workshops and journal clubs – as to all activities of the internship! – is mandatory!

USEFUL INFORMATION:

Training Sites:

- **Acıbadem University Hospital,**
Halkalı Merkez Mah. Turgut Özal Bulvarı No:16
Küçükçekmece / İstanbul
- **Kerem Aydınlar Kampüsü,**
Kayışdağı Cad. No:32, 34752 Ataşehir / İstanbul
- **Acıbadem Maslak Hospital,**
Darıüşşafaka Mah. Büyükdere Cad. No:40 Sarıyer / İstanbul

Journal Club and Seminar Topics:

- Approach to the patient with dyspnea
- Approach to the patient with chest pain
- Approach to the trauma patient
- Approach to the patient with altered mental status
- Approach to the patient with acute abdominal pain
- Head CT evaluation
- Chest x-ray evaluation
- Radiologic evaluation of orthopedic injuries
- ECG evaluation

Responsibilities:

- Working twelve hour shifts in Emergency Department are between 11:00 am and 11:00 pm during the weekdays.
- Booth camp days start at 09:00 am in CASE.
- The signature sheet will be available for interns between 11:00- 11:30 am and 11:00-11:30 pm during weekdays.
- The internship program for Emergency Department consists of 8 weeks in 4 different periods.
- The interns will work under the supervision of an academic staff and will primarily focus on clinical experience in emergency department.
- The consulting physicians will complete the internship assessment form after 4-weeks course based on evaluation of Clinical case management, Interaction with patient and community, Professionalism, Personal Professional attitude.
- Interns will provide their assessment forms fulfilled by their consultants and deliver to Intern Internship Director at the end of each 4-weeks course.
- The interns who cannot obtain sufficient marks from assessing consultants will fail and repeat the course. Sufficient means that he/she performed at least 60% of the above-mentioned performance.
- The interns should comply with the terms and rules of the Emergency Department, consulting staff, and the special requirements asked by the clinical wards. Maximum care should be performed in order to keep the patient records unexposed.
- Interns with absenteeism without a solid excuse, particularly documented, and/or permission of consulting staff will have compensation on-call duties. Absenteeism more than legal limit will cause the renewal of the course program.
- Maximum care should be performed to comply with hygienic procedures to keep the patients germ-free not only in intensive care units but also in outpatient clinics.

Week	Monday	Tuesday	Wednesday	Thursday	Friday
1	CASE	CASE	CASE	CASE	CASE
2	E.DEPARTMENT	J.CLUB/SEMINAR	E.DEPARTMENT	E.DEPARTMENT	E.DEPARTMENT
3	E.DEPARTMENT	J.CLUB/SEMINAR	E.DEPARTMENT	E.DEPARTMENT	E.DEPARTMENT
4	E.DEPARTMENT	J.CLUB/SEMINAR	E.DEPARTMENT	E.DEPARTMENT	MIDROTATION MEETING
5	E.DEPARTMENT	J.CLUB/SEMINAR	E.DEPARTMENT	E.DEPARTMENT	E.DEPARTMENT
6	E.DEPARTMENT	J.CLUB/SEMINAR	E.DEPARTMENT	E.DEPARTMENT	E.DEPARTMENT
7	E.DEPARTMENT	J.CLUB/SEMINAR	E.DEPARTMENT	E.DEPARTMENT	E.DEPARTMENT
8	E.DEPARTMENT	J.CLUB/SEMINAR	E.DEPARTMENT	E.DEPARTMENT	E.DEPARTMENT

TASK TABLE

Name/Surname:		Start Date:	End Date:
A1: Should perform, learn, master and interpret A2: Watching and contribution will be enough			Teaching Staff
Task/Procedure	Patient Protocol No	Date	Responsible Instructor Signature
EKG Practice and Interpretation (A1)			
Taking of Arterial Blood Gas Sample (A1)			
Peripheral Intravenous Catheter Insertion and Taking Blood Sample (A1)			
Basic and Advanced Life Support Practice (A1- Simulation included)			

Task/Procedure	Patient Protocol No	Date	Responsible Instructor Signature
Oropharyngeal Bag-Valve-Mask & Airway Practice (A1 - Simulation included)			
Defibrillation & Cardioversion Practice (A1 - Simulation included)			
Trauma Backboard and Cervical Collar Practice (A1 - Simulation included)			
Evaluating Trauma Patient (A1 - Simulation included)			

Task/Procedure	Patient Protocol No	Date	Responsible Instructor Signature
Nasogastric Tube Placement (A2)			
Bladder Catheter Insertion (A1)			
IM Injection Practice (A1)			
Wound Dressing and Care (A1)			
Prescribing (A1)			

Task/Procedure	Patient Protocol No	Date	Responsible Instructor Signature
Radiographic Interpretation (A1)			
Nebulized Inhaler and Oxygen Treatment Practice (A1)			
Intubation (A2-Simulation included)			
Fracture - Dislocation Reduction (A2)			
Orthopedic Cast-Splinting Practice (A2)			
Focused Assesment with Sonography for Trauma (FAST) Practice (A2)			

Suggested Reading:

1. Tintinalli's Emergency Medicine: A Comprehensive Study Guide, 9th edition 2020.
2. <https://emergencymedicinescases.com/>
3. <http://www.ebooksz.com/2015/09/03/download-rosens-emergency-medicine-concepts-and-clinical-practicev-8th-edition/>
4. <http://www.acilci.net/category/teknik-kategori/yazi-serisi/litfi-ekg-kutuphanesi/>
5. <http://www.torrentmobz.com/ebooks/43526-goldfranks-toxicologic-emergencies-10-e-goldfranks-toxicologic-emergencies.html>
6. http://emedicine.medscape.com/emergency_medicine
7. <http://www.acilci.net/category/teknik-kategori/akademik/kilavuzlar/>
8. <http://tarascon-emergency-medicine.soft112.com/>
9. <http://www.aciltip.org/Hbrk-1-Girisimsel-40.html>
10. Textbook of Pediatric Emergency Medicine https://books.google.com.tr/books/about/Textbook_of_Pediatric_Emergency_Medicine.html?id=a7CqCE1ZrFkC&redir_esc=y
11. <http://www.aazea.com/book/trauma-a-comprehensive-emergency-medicine-approach/>
12. <http://accessemergencymedicine.mhmedical.com/book.aspx?bookID=385>
13. <https://iem-student.org/2018-edition/download-2018-book/>

SIMULATED CLINICAL PRACTICE

Program Name	Code	Year	Duration (Weeks)	Credit	ECTS
Simulated Clinical Practice	MED 608	6	1	1	1

Course Type	Compulsory
Course Level	Undergraduate
Year Coordinators	Sevgi ŞAHİN, M.D., Prof. Bilgi BACA, M.D., Prof.
Program Coordinator	Dilek KİTAPÇIOĞLU M.D., Assist. Prof.
Academic Units & Staff	M. Emin AKSOY, M.D., Assist. Prof. Dilek KİTAPÇIOĞLU M.D., Assist. Prof. Feray GÜVEN M.D., Instructor Emel KOÇER GÜR M.D., Instructor
Course Duration	1 weeks

Educational Methods	<p>E- Learning Lectures</p> <p>Clinical Skills Practice on task trainers</p> <p>Simulation sessions with high-fidelity manikins in virtual hospital set-up</p> <p>Debriefing</p>
Assessment Methods	<p>Educator feed-back via standardized check-lists to students' performances on simulated difficult clinical situations</p> <p>Reflection and formative assessment</p>
Course Aims	<p>This program aims to;</p> <ul style="list-style-type: none"> • Improve basic clinical skills in a safe environment • Improve nontechnical skills for teamwork and crisis resource management • Bring in experience by practicing on high fidelity manikins in real-like hospital set-up for management of clinical problems they will encounter frequently in real clinical conditions.

<p>Learning Outcomes</p>	<p>At the end of this program, interns will be able to:</p> <p>State diagnostic and therapeutic approach to;</p> <ul style="list-style-type: none"> Cardiopulmonary arrest (Adult & Pediatric) Arrhythmias Acute coronary syndrome Emergency cases Chronic diseases (HT, DM) Laboratory results • Manage crisis situations: <ul style="list-style-type: none"> Teamwork Collaboration Communication Leadership • Perform technical skills in providing patient care (advanced airway management, defibrillation, IV, IM access)
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COMPULSORY TASKS DURING THE PROGRAM

Attendance to Lectures:

Regarding to the content of daily program educator gives lecture for one hour every morning.

Skills Lab:

Students have to perform outlined skills under the supervision of educators.

Simulation Sessions:

Students have to attend all simulation sessions. Everyday regarding to the daily program students perform at different simulated clinical situations. Performances are recorded and at the end of each session educators give feedbacks to the students via observing records.

Debriefing:

Students attend to debriefing sessions and give feedbacks for both their own performances and team members' performances to educators.

Attendance:

Attendance to all lectures, skill lab activities, simulation sessions and debriefing is mandatory.

Responsibilities:

- * Working hours usually are between 08:30 and 17:00 during the weekdays.
- * The signature sheets will be signed between 08:30-09:30 and 16:30-17:00 during weekdays.
- * Interns with absenteeism without a solid excuse, particularly documented, and/or permission of consulting staff will have compensation on-call duties. Absenteeism more than legal limit will cause the renewal of the course program

Week	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	<p>Adult Advanced Life Support:</p> <ul style="list-style-type: none"> • Cardiac compressions • Airway management • Defibrillation • Approach to periarrest arrhythmias 	<p>Pediatric Advanced Life Support:</p> <ul style="list-style-type: none"> • Cardiac compressions • Airway management • Defibrillation • Approach to periarrest arrhythmias 	<p>Basic skills:</p> <ul style="list-style-type: none"> • IV, IM, SC, IO injections • Nasogastric and urinary catheterization • Monitorization • Otoscopy • Ophthalmoscopy • Basic ultrasound • History taking • Physical examination • Evaluation of laboratory results. 	<p>Patient Encounters:</p> <ul style="list-style-type: none"> • Approach to respiratory deficiencies • Approach to cardiac emergencies • Approach to altered mental status • Approach to hypertension and diabetes mellitus 	OSCE

COMMUNITY HEALTH AND PRIMARY CARE

Program Name	Code	Year	Duration (Weeks)	Credit	ECTS
Community Health and Primary Care	MED 606	6	8	8	10

Course Type	Compulsory
Course Level	Undergraduate
Year Coordinators	Sevgi ŞAHİN, M.D., Prof.
Program Coordinator	Pınar TOPSEVER, M.D., Prof. Figen DEMİR, M.D., Assoc. Prof
Academic Units & Staff	Public Health: Nadi BAKIRCI, M.D., PhD, Prof. Figen DEMİR, M.D., Assoc. Prof. Yeşim YASİN, M.D., Assist. Prof. Family Medicine: Pınar TOPSEVER, M.D., Prof. Efe ONGANER, M.D., Assist. Prof. Demet DİNÇ, M.D., Instructor Şirin PARKAN, M.D., Instructor Affiliated Faculty: Field Trainers in Primary Health Care
Course Duration	8 weeks

Educational Methods	<ul style="list-style-type: none"> • Practice in family and community health centers and other community-based primary care institutions (e.g. hospices, elderly homes) • Observation of patient journey and care trajectories by case analyses and discussions critical event analyses • Structured tutor feed-back sessions • Reflection sessions, peer education • Site visits • Seminars • Journal clubs • Student presentations • Workshops • Student research project
Assessment Methods	<p>Performance* Assessment Via;</p> <ul style="list-style-type: none"> • Comprehensive case presentations and reports • Practice-based tutor feed-back (via standardized check-lists) to students' consultations with patients (and their families) • Assessment of student presentations (journal club, seminar and research project results) • Active attendance as outlined in the log book.
Course Aims	<p>This community-based medical education program aims to provide an experiential learning-training environment for practice in primary health care institutions (e.g. Family Health Units-Centers, Community Health Centers, Tuberculosis Dispensaries, Local Health Authority, Occupational Health Units, Mother and Child Health Centers) in order to consolidate knowledge and skills regarding basic principles of community health and primary care-family medicine.</p>

**Learning
Outcomes**

At the end of this program, interns will be able to:

- To manage primary contacts with patients, dealing with unselected problems,
- To co-ordinate care with other professionals in primary care and with other specialists,
- To act as an advocate for the patient within the social security and health care system,
- To understand the financial and legal frameworks in which health care is given at practice level,
- To adopt a person-centered approach in dealing with patients and problems in the context of the patient's circumstances,
- To communicate, set priorities and act in partnership,
- To value the benefit of longitudinal continuity of care as determined by the needs of the patient (continuing and coordinated care management),
- To accept and manage complexity in clinical and ethical decision making,
- To relate specific decision making processes to the prevalence and incidence of illness in the community,
- To selectively gather and interpret information from history-taking, physical examination, and investigations and apply it to an appropriate management plan in collaboration with the patient,
- To observe the effectiveness of certain clinical working principles. e.g. incremental investigation, using time as a tool and to tolerate uncertainty,
- To intervene urgently when necessary,
- To manage conditions which may present early and in an undifferentiated way,

Learning Outcomes

- To manage simultaneously multiple complaints and pathologies, both acute and chronic health problems in the individual,
- To promote health and well-being by applying health promotion and disease prevention strategies appropriately,
- To manage and coordinate health promotion, prevention, cure, care and palliation and rehabilitation,
- To reconcile the health needs of individual patients and the health needs of the community in which they live in balance with available resources,
- To analyze and discuss the impact of the local community, including socio-economic factors, geography and culture, on health, the workplace and patient care,
- To use a bio-psycho-social model taking into account cultural and existential dimensions,
- To investigate and design a strategy to control outbreaks-epidemics,
- To calculate, interpret and use health indicators,
- To observe and discuss services delivered by Community Health Centers (CHC/Toplum Sağlığı Merkezi-TSM),
- To appraise the impact of policies, laws, and legislation on both, individual and population health,
- To explain and practice the expanded Program on Immunization (EPI),
- To outline the National Vaccination Program,
- To define target groups of the EPI and also adulthood vaccination,
- to calculate immunization rates, vaccination

Learning Outcomes

- To practice cold chain and explain its importance,
- To apply the basic principles of communicable disease control in community settings,
- To name programs implemented by the Ministry of Health,
- To evaluate the characteristics of the current health system at primary level health services,
- To identify the environmental and occupational hazards, their role in health and discuss the control strategies of their effects,
- To explain effects of migration on health,
- To take a water sample and interpret analysis results,
- To explain the how to plan health care services in disasters conditions/health emergencies,
- To name and explain mode of action of modern family planning methods,
- To counsel individuals for an informed choice regarding their reproductive health,
- To educate communities for adopting a healthy life style.
- To manage forensic cases in primary health care

*** (patient-centered clinical consultation skills, clinical, scientific and ethical reasoning, application of appropriate scientific methodology to conduct research in the community-primary care, critical appraisal of the literature, presentation skills, effective communication with colleagues and the community, professional conduct)*

COMPULSORY TASKS DURING THE INTERNSHIP

1. Attendance to Seminars, Journal Clubs, Clinical Practice and Workshops in Public Health-Family Medicine:

Attendance to all training activities is a main performance criterion of the internship. Attendance to all seminars and journal clubs, as well as to the practice rotations, site visits and the Community Health Center and Family Health Center clerkships is mandatory and will be assessed twice daily.

2. Outpatient Clinic in a Family Health Unit Supervised by a Family Physician (Aile Sağlığı Birimi, Aile Hekimi):

Beginning in the 3rd week of the internship, students will start consulting at a family health unit outpatient clinic under the supervision of a family physician (field trainer), in average 3 days a week. This part of the internship will primarily focus on clinical experience in general practice out-patient care. Students have to comply with local working regulations as outlined by the responsible field trainer and are responsible for returning their attendance sheets* to the faculty in charge (*signed daily by the field trainer).

3. Site Visits:

Daily site visits to the institutions mentioned below are organized in the second and third week of the internship. Faculty and students meet at the visited venue, detailed information on the program is provided by faculty in charge of the site visits in due course of the internship.

- a. Local Health Authority (İl Halk Sağlığı Müdürlüğü)
- b. Occupational Health Unit - Hospital for Occupational Diseases (İş Yeri Hekimliği İş Sağlığı ve Güvenliği Birimi Meslek Hastalıkları Hastanesi) or other comparable institutions
- c. Medical Chamber of Istanbul (İstanbul Tabip Odası, ITO)

4. Practice Rotations:

To observe and experience the practice of community-based health services for frail groups, the students visit primary health care institutions like refugee outpatient clinics in the community health centers, Tuberculosis Dispensaries, and a hospice-chronic and home care facility in daily rotations once a week from week 3-6 of the internship.

- a. Hospice, Chronic and Home Care Facility (AVITAL)
- b. Tuberculosis Dispensary (Verem Savaş Dispanseri)
- c. Community Health Center Refugee Outpatient Clinic (Toplum Sağlığı Merkezi - Mülteci Polikliniği)
- d. Community Health Center Public Living Space and School Health Services (Toplum Sağlığı Merkezi Toplu Yaşam Alanları ve Okul Sağlığı Hizmetleri)

5. Health Promotion Project for the Community:

Aim and infrastructure:

The aim of this task is to identify and investigate a significant health problem within the community based on observation made during clinical practice in primary care and/or practice in the community health centers or any other primary health care institution visited during this clerkship.

When planning the health promotion project, the students shall experience the benefit of scientific and analytical thinking to define and better understand and possibly resolve significant health/health care infrastructure problems in the community.

Subject:

The subject of the health promotion projects should arise from a significant problem within the local community where the students conduct their practices in primary health care which concerns health / health care and / or its infrastructure, behavioral and/or cultural aspects, in order to benefit quality of primary care in the community served.

The students are counseled by clerkship faculty and primary health care professionals at the local health authorities to choose a subject.

Tasks and Timetable:

On the first day of the clerkship students are to form their research groups of 3 interns, each. Each group is assigned a project supervisor from the clerkship faculty. At the end of the second week of the clerkship the groups should be able to present their project topic / draft proposal to their faculty-supervisors. This session serves to receive productive feed-back on the project. The final project proposals are prepared **and presented in a session attended by all interns on the last day of the clerkship, the project proposals are required to be;**

- Shared by oral presentations with the intern group and supervisors
- Turned in as written reports to the research supervisors (each group to her own supervisor)

6. Journal Clubs and Seminars:

Journal clubs and seminars are run by interns and faculty on Fridays, each week at Acibadem Atakent Teaching Hospital. Students are invited to choose seminar topics and an article for their journal club session from a selection of relevant journals and seminar topics provided by clerkship faculty in the first week. Journal clubs are critical appraisal sessions of articles, presented by a student or faculty member followed by group discussion.

7. Attendance:

Attendance to all seminars (faculty and student seminars), workshops and journal clubs – as to all activities of the clerkship! – is mandatory!

USEFUL INFORMATION:

Training Sites:

Family Health Units- Centers and Community Health Centers:

All Family - and Community Health Centers attended by the interns are based in the districts of Ümraniye or Gaziosmanpaşa in Istanbul, which are the primary health care research and training regions of ACU SoM as per protocol between Acıbadem University and the Local Authorities.

- **Gaziosmanpaşa 7 Nolu (Recep Sağlık) ASM**
Barbaros Hayrettin Paşa Mah. İnönü Cad. No: 27/1. 212/618 77 71
- **Gaziosmanpaşa Karayolları ASM (GOP TSM Binasında)**
Karayolları Mah. 615. Sok. No: 1. 0212. 617 87 59
- **Ümraniye Merkez ASM**
Atatürk Mah. Estergon Cd. Okan Sok. No: 4. 0216 329 51 94
- **Ümraniye 10 no'lu ASM**
Armağanevler Mah. 23 Nisan Cad. Neyzen Tevfik Sok. No: 17,
Ümraniye. 0216.505 65 75

Other Units:

Avital Yaşam Boyu Sağlık ve Bakım Merkezi

Koşuyolu Cad. Cenap Şahabettin Sok. No: 84 Koşuyolu 34718
İstanbul Tel: 0216/326 67 87

Journal Club and Seminar Topics:*

Subjects for discussion during lectures, seminars and practice:

Topics to be addressed during seminars and-or observation/practice in the various primary care institutions visited are;

- Introduction to Public Health
- Introduction to Family Medicine-core competencies-general principles-contextual framework
- Organization of the Health Care System in Turkey

- Research in the community – research methodologies revisited
 - Descriptive studies
 - Cohort studies
 - Case-control studies
 - Interventional-experimental studies
 - Methodological studies
- Why and how to identify health care (HC) needs and describe utilization of HC services
- Health indicators and how to make use of them
- Health promotion and preventive care
- Chemoprophylaxis – vaccinations – herd immunity-elimination / eradication programs in TR
- Screening programs – how to decide for a screening program
 - PC screening programs in TR
- Occupational health-prevention of work-related health hazards - accidents
- Investigation of outbreaks - epidemics
- Sexual and reproductive health - counseling
- TNSA 2013 / comparison with MoH data
- Reporting cases with communicable disease - why and how?
- Pre-partum and post-natal care, growth and thriving, well child visits
- Oral and dental health
- School health
- Migration and health
- Legislation and regulations related to health and PHC
- Health care in disaster conditions

**Topics might be subject to change*

Responsibilities:

1. Working hours in the attended Departments usually are between 08:30 and 17:00 during the weekdays.
2. Working hours in the Family Health Units-Family Health Centers (Aile Sağlığı Merkezleri) will be communicated by field trainers- faculty in charge.
3. The signature sheets will be signed between 09:00-09:15 and 16:30-17:00 during weekdays.
4. The consulting family physicians (field trainers) will complete the internship assessment form after the course based on evaluation of Clinical case management, Interaction with patient and community, Professionalism, Personal professional attitude.
5. Interns will deliver their assessment forms completed by their field trainer to the Intern Clerkship Coordinator at the end of the internship period.
6. The interns who cannot obtain sufficient evaluation will fail and repeat the course.
7. The interns should comply with the terms and rules of the visited departments-units, consulting staff, and the special requirements asked for by the clinicians-field trainers. Maximum care should be performed in order to keep the patient records unexposed.
8. Interns with absenteeism without a solid excuse, particularly documented, and/or permission of consulting staff will have compensation on-call duties. Absenteeism more than legal limit will cause the renewal of the course program.
9. Maximum care should be performed to comply with hygienic procedures to keep the patients germ-free in the outpatient setting.

TIMETABLE

Week/ Day	Monday	Tuesday	Wednesday	Thursday	Friday
Week 1	Orientation Seminars (faculty)	Practice Rotations / Community Health Center / Family Health Center	ACU Program	ACU Program	ACU; Seminar Journal Club
Week 2	Practice Rotations / Community Health Center / Family Health Center	Practice Rotations / Community Health Center / Family Health Center	ACU; Presentation of research proposals	ACU Program	ACU; Seminar Journal Club
Week 3	Seminars (faculty - students)	Site visit: Local Health Authority (İl Halk Sağlığı Müdürlüğü)	Site visit: Medical Chamber of Istanbul (ITO)	Practice Rotations / Community Health Center / Family Health Center	ACU or CHC (TSM); Seminar Journal Club
Week 4	Seminars (students)	Practice Rotations / Community Health Center / Family Health Center	FHC (ASM) Outpatient clinic	FHC (ASM) Outpatient clinic	ACU or CHC (TSM); Seminar Journal Club

TIMETABLE

Week/ Day	Monday	Tuesday	Wednesday	Thursday	Friday
Week 5	Seminars (students)	Rotation: PC facilities (chronic-home care, CHC, minority-refugee outpatient clinics TD)	FHC (ASM) Outpatient clinic	FHC (ASM) Outpatient clinic	ACU or CHC (TSM): Seminaire Journal Club
Week 6	Journal Club (students)	Practice Rotations / Community Health Center / Family Health Center	FHC (ASM) Outpatient clinic	FHC (ASM) Outpatient clinic	ACU or CHC (TSM): Seminaire Journal Club
Week 7	(Grouping TBA)	Practice Rotations / Community Health Center / Family Health Center	FHC (ASM) Outpatient clinic	FHC-CHC (ASM-TSM) Data collection	ACU: Forensic Medicine: pearls for practice in primary care
Week 8	(Grouping TBA)	Practice Rotations / Community Health Center / Family Health Center	FHC-CHC (ASM-TSM) Data collection/entry	ACU: Data analyses- reports	ACU: Presentation of research results

ABBREVIATIONS

ASM

Aile Saęlıęı Merkezi

CHC

Community Health Center

FHC

Family Health Center

ITO

İstanbul Tabip Odası

PHC

Primary Health Care

TD

Tuberculosis Dispensaries

TSM

Toplum Saęlıęı Merkezi

TASK TABLE

Name/Surname:		Start Date:	End Date:
Task/Procedure	Patient Protocol No	Date	Responsible Instructor Signature
Health education and counseling (e.g. for breast feeding, healthy lifestyle)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			

Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			

Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Patient-centered clinical consultation (incl. history taking and physical examination)			
Managing a clinical case in primary care (e.g. unselected patients, watchful waiting, rational use of screening or diagnostic tests, rational prescribing)			

Managing a clinical case in primary care (e.g. unselected patients, watchful waiting, rational use of screening or diagnostic tests, rational prescribing)			
Managing a clinical case in primary care (e.g. unselected patients, watchful waiting, rational use of screening or diagnostic tests, rational prescribing)			
Managing a clinical case in primary care (e.g. unselected patients, watchful waiting, rational use of screening or diagnostic tests, rational prescribing)			
Drawing and interpreting a population pyramid			
Interpreting a population pyramid			

Interpreting a population pyramid			
Interpreting a population pyramid			
Drawing and interpreting an epidemic curve			
Reproductive health counseling			
Reproductive health counseling			
Well-child follow-up (e.g. growth and thriving interpreted by charts, immunization schedule)			

Well-child follow-up (e.g. growth and thriving interpreted by charts, immunization schedule)			
Well-child follow-up (e.g. growth and thriving interpreted by charts, immunization schedule)			
Well-child follow-up (e.g. growth and thriving interpreted by charts, immunization schedule)			
Critical appraisal of an article			
Critical appraisal of an article			
Critical appraisal of an article			
Critical appraisal of an article			

Critical appraisal of an article			
Critical appraisal of an article			
Critical appraisal of an article			
Critical appraisal of an article			
Critical appraisal of an article			
Plan and present a health promotion project (group task)			

Suggested Reading:

1. Halk Sağlığı Temel Bilgiler. Prof. Dr. Çağatay Güler, Prof Dr. Levent Akın. Hacettepe Üniversitesi yayınları 2012.
2. Türkiye Nüfus ve Sağlık Araştırması ön raporu 2013. Hacettepe Nüfus Etütleri Enstitüsü
3. <http://thsk.saglik.gov.tr/2013-10-01-11-00-51/halk-sagligina-yonelik-bilgiler.html>
4. <http://sbu.saglik.gov.tr/Ekutuphane/YayinTur/Kitap>
5. WONCA Avrupa Aile Hekimliği-Genel Pratisyenlik Tanımı <http://www.tahud.org.tr/medya/kitaplar/aile-hekimligi-avrupa-tanimi/9>
6. Aile Hekimliği Uygulama Yönetmeliği 2015. <http://ailehekimligi.gov.tr/genel-mevzuat/yoenetmelikler/4058-aile-hekimlii-uygulama-yoenetmelii.html>
7. T.C. S.B. Aile Hekimliği Uygulamasında Önerilerin Periyodik Sağlık Muayeneleri Ve Tarama Testleri 2015. <http://www.ghs.gov.tr/haberres/30062015.pdf>
8. T.C. S.B. Birinci Basamağa Yönelik Tanı Tedavi Rehberleri 2012. http://gaheder.org/upload/dosyalar/tani_tedavi_rehberi_2.pdf
9. Green L.A. et al. The Ecology of Medical Care revisited. N Engl J Med, Vol. 344, No. 26 June 28, 2001. <http://historical.hsl.virginia.edu/kerr/pdf/Ecology%20of%20Med%20Care%20Revisited.pdf>
10. Starfield B. Primary Care and Equity in Health the Importance to Effectiveness and Equity of Responsiveness to Peoples's Needs. Humanity & Society, 2009, Vol. 33. http://www.jhsph.edu/research/centers-and-institutes/johns-hopkins-primary-care-policy-center/Publications_PDFs/A243.pdf

Suggested Reading:

11. Starfield B. et al. Contribution of Primary Care to Health Systems and Health. The Milbank Quarterly, 2003, Volume 83. <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC2690145/pdf/milq0083-0457.pdf>
12. RCGP. Medical Generalism: Impact Report. May 2013 <http://www.rcgp.org.uk/policy/rcgp-policy-areas/~media/Files/Policy/A-Z-policy/Medical-Generalism-Impact-Report-March-2013.ashx>
13. RCGP. Medical Generalism: Why expertise in whole person medicine matters. June 2012 http://www.rcgp.org.uk/policy/rcgp-policy-areas/~media/Files/Policy/A-Z-policy/Medical-Generalism-Why_expertise_in_whole_person_medicine_matters.ashx
14. Hummers-Pradier E, et al., Research Agenda for General Practice /Family Medicine and Primary Health Care in Europe, EGPRN, Maastricht 2009. http://www.egprn.org/files/userfiles/file/research_agenda_for_general_practice_family_medicine.pdf
15. Kringos D. et al. Building Primary Care in a changing Europe. European Observatory on Health Care Systems. http://www.euro.who.int/__data/assets/pdf_file/0011/277940/Building-primary-care-changing-Europe-case-studies.pdf?ua=1

ELECTIVES

Program Name	Code	Year	Duration (Weeks)	Credit	ECTS
Elective Clerkship-1	MED6001	6	4	4	5
Elective Clerkship-2	MED6002	6	4	4	5

Course Level	Undergraduate
Year Coordinators	Sevgi ŞAHİN, M.D., Prof.
Program Coordinator	Bilgi BACA, M.D., Prof. Sevgi ŞAHİN, M.D., Prof.
Course Duration	8 weeks
Course Aims	A sixth-year medical student in Acibadem University Medical Faculty selects an elective internship in March or April 2022, where he or she will act as an intern or first year graduate under the supervision of senior house staff and attending physicians.
Learning Outcomes	The clerkship is almost all the time selected by the student upon his/her professional interest and career plan. Thus, the student can experience a glimpse of his/her future career without the burden of full responsibility.

<p>Assessment Methods</p>	<p>At the end of the elective rotation, an Elective Assessment Report must be completed by the Elective Supervisor and returned as soon as possible to Medical School Office of Acibadem University.</p> <p>If an Elective Assessment Report is not received the student is deemed to have failed the elective rotation.</p>
<p>Requirements</p>	<p>All Acibadem University Medical students must complete a total of eight-week clinical elective prior to graduating the faculty.</p> <p>This eight-week period is separated to two four-week periods in the Academic Year of 2020-22 as a consequence of the rescheduled program due to COVID-19 pandemic. The first period was scheduled in July 2020, where interns were asked to complete the hands-on clinical training of their incomplete Year 5 clerkships due to the pandemic. The second 4-week elective is scheduled for June 2022, where students will themselves select the clinical electives they prefer, online, in March or April 2022.</p> <p>An Elective Approval Form must be submitted to School of Medicine with details of the elective that the student is applying for.</p> <p>The interns may complete their Electives in training hospitals or universities in or outside Turkey. For this option, they should previously apply to Dean's Office, request permission. If the approval is not received, the student must complete the selected Elective in Acibadem University.</p> <p>Further information can be found in the electives guide. (Seçmeli Staj Rehberi)</p>

ANNEX 1 UÇEP

TEMEL HEKİMLİK

UYGULAMALARI LİSTESİ

ÖĞRENME DÜZEYİ	AÇIKLAMA
1	Uygulamanın nasıl yapıldığını bilir ve sonuçlarını hasta ve/veya yakınlarına açıklar.
2	Acil bir durumda kılavuz / yönergeye uygun biçimde uygulamayı yapar.
3	Karmaşık olmayan, sık görülen, durumlarda / olgularda uygulamayı* yapar.
4	Karmaşık durumlar / olgular da dahil uygulamayı* yapar.

* Ön değerlendirmeyi / değerlendirmeyi yapar, gerekli planları oluşturur, uygular ve süreç ve sonuçlarıyla ilgili hasta ve yakınlarını / toplumu bilgilendirir

TEMEL HEKİMLİK UYGULAMALARI LİSTESİ		STAJ SONUNDA ULAŞILAN ÖĞRENME DÜZEYİ
A. Öykü Alma		
1	Genel ve soruna yönelik öykü alabilme	4
2	Mental durumu değerlendirebilme	4
3	Psikiyatrik öykü alabilme	3
B. Genel ve Soruna Yönelik Fizik Muayene		
1	Adli olgu muayenesi	3
2	Antropometrik ölçümler	4
3	Baş boyun ve KBB muayenesi	3
4	Batın muayenesi	4
5	Bilinç değerlendirmesi ve ruhsal durum muayenesi	3
6	Çocuk ve yenidoğan muayenesi	4

7	Deri muayenesi	4
8	Digital rektal muayene	3
9	Gebe muayenesi	3
10	Genel durum ve vital bulguların değerlendirilmesi	4
11	Göz, göz dibi muayenesi	3
12	Jinekolojik muayene	3
13	Kardiyovasküler sistem muayenesi	4
14	Kas iskelet sistem muayenesi	3
15	Meme ve aksiller bölge muayenesi	4
16	Nörolojik muayene	3
17	Olay yeri incelemesi	3
18	Ölü muayenesi	3
19	Solunum sistemi muayenesi	4
20	Ürolojik muayene	3

C. Kayıt Tutma, Raporlama ve Bildirim

1	Adli rapor hazırlayabilme	3
2	Aydınlatma ve onam alabilme	4
3	Epikriz hazırlayabilme	4
4	Hasta dosyası hazırlayabilme	4
5	Hastaları uygun biçimde sevk edebilme	4
6	Ölüm belgesi düzenleyebilme	4
7	Raporlama ve bildirim düzenleyebilme	3
8	Reçete düzenleyebilme	4
9	Tedaviyi red belgesi hazırlayabilme	4

D. Laboratuvar Testleri ve İlgili Diğer İşlemler

1	Biyolojik materyalle çalışma ilkelerini uygulayabilme	4
2	Dekontaminasyon, dezenfeksiyon, sterilizasyon, antisepsi sağlayabilme	4
3	Dışkı yayması hazırlayabilme ve mikroskopik inceleme yapabilme	3

4	Direkt radyografileri okuma ve değerlendirebilme	3
5	EKG çekebilme ve değerlendirebilme	3
6	Gaitada gizli kan incelemesi yapabilme	4
7	Glukometre ile kan şekeri ölçümü yapabilme ve değerlendirebilme	4
8	Kanama zamanı ölçümü yapabilme ve değerlendirebilme	4
9	Laboratuvar inceleme için istek formunu doldurabilme	4
10	Laboratuvar örneğini uygun koşullarda alabilme ve laboratuvara ulaştırabilme	4
11	Mikroskop kullanabilme	4
12	Mikroskopik inceleme için boyalı boyasız preparat hazırlayabilme ve inceleme yapabilme	3
13	Peak flow metre kullanabilme ve değerlendirebilme	3
14	Periferik yayma yapabilme ve değerlendirebilme	3
15	Su dezenfeksiyonu yapabilme	4
16	Su numunesi alabilme	4
17	Sularda klor düzeyini belirleyebilme ve değerlendirebilme	3
18	Tam idrar analizi (mikroskopik inceleme dahil) yapabilme ve değerlendirebilme	4
19	Tarama ve tanısal amaçlı inceleme sonuçlarını yorumlayabilme	3
20	Transkütan bilirubin ölçme ve değerlendirebilme	3
21	Vaginal akıntı örneği incelemesi yapabilme (ürogenital enfeksiyon taraması, taze preparat hazırlama ve bakısı) ve değerlendirebilme	3

E. Girişimsel ve Girişimsel Olmayan Uygulamalar

1	Acil psikiyatrik hastanın stabilizasyonunu yapabilme	3
2	Adli olguların ayırt edilebilmesi / yönetilebilmesi 3	3
3	“Airway” uygulama	3
4	Akılcı ilaç kullanımı	4
5	Atel hazırlayabilme ve uygulayabilme	4
6	Bandaj, turnike uygulayabilme	4
7	Burna ön tampon koyabilme ve alabilme	3

8	Çocuklarda büyüme ve gelişmeyi izleyebilme (persentil eğrileri, Tanner derecelendirmesi)	4
9	Damar yolu açabilme	3
10	Defibrilasyon uygulayabilme	3
11	Delil tanıyabilme / koruma/nakil	3
12	Deri ve yumuşak doku apsesi açabilme	3
13	Dış kanamayı durduracak/ sınırlayacak önlemleri alabilme	4
14	Doğum sonrası anne bakımını yapabilme	3
15	Doğum sonrası bebek bakımı yapabilme	3
16	El yıkama	4
17	Entübasyon yapabilme	3
18	Epizyotomi açılabilme ve dikebilme	2
19	Galveston oryantasyon skalası	3
20	Gebe ve loğusa izlemi yapabilme	3
21	Glasgow koma skalasının değerlendirilebilme	4
22	Hastadan biyolojik örnek alabilme	3
23	Hastalık / travma şiddet skorlamasını değerlendirilebilme	4
24	Hastanın uygun olarak taşınmasını sağlayabilme	4
25	Hastaya koma pozisyonu verebilme	4
26	Hava yolundaki yabancı cisimi uygun manevra ile çıkarabilme	3
27	Hukuki ehliyeti belirleyebilme	3
28	IM, IV, SC, ID enjeksiyon yapabilme	3
29	İdrar sondası takabilme	3
30	İleri yaşam desteği sağlayabilme	2
31	İntihar riskini değerlendirme	2
32	İntihara müdahale	2
33	Kan basıncı ölçümü yapabilme	4
34	Kan transfüzyonu yapabilme	2
35	Kapiller kan örneği alabilme	4
36	Kene çıkartabilme	3

37	Kötü haber verebilme	3
38	Kültür için örnek alabilme	3
39	Lavman yapabilme	3
40	Lomber ponksiyon yapabilme	1
41	Mide yıkayabilme	3
42	Minimental durum muayenesi	3
43	Nazogastrik sonda uygulayabilme	3
44	Normal spontan doğum yaptırabilme	2
45	Oksijen ve nebul inhaler tedavisi uygulayabilme	4
46	Oral, rektal, vajinal ve topikal ilaç uygulamaları yapabilme	3
47	Parasentez yapabilme	2
48	Perikardiyosentez yapabilme	1
49	Plevral ponksiyon yapabilme	2
50	PPD testi uygulayabilme	3
51	Puls oksimetre uygulayabilme ve değerlendirebilme	3
52	Rıza ehliyetini belirleyebilme	3
53	Rinne Weber ve Schwabach testleri uygulayabilme	3
54	Servikal collar (boyunluk) uygulayabilme 4	4
55	Soğuk zincire uygun koruma ve taşıma sağlayabilme 4	4
56	Solunum fonksiyon testlerini değerlendirebilme 3	3
57	Solunum havasında alkol ölçümü yapabilme 4	4
58	Soyağacını çıkarabilme ve gerektiğinde genetik danışmanlığa yönlendirebilme	3
59	Suprapubik mesane ponksiyonu yapabilme	2
60	Temel yaşam desteği sağlayabilme	4
61	Tıp uygulamalarında etik sorunları çözebilme	3
62	Topuk kanı alabilme	4
63	Travma sonrası kopan uzvun uygun olarak taşınmasını sağlayabilme	4
64	Uygulanacak ilaçları doğru şekilde hazırlayabilme	3
65	Vajinal ve servikal örnek alabilme	3

66	Yara yanık bakımı yapabilme	3
67	Yenidoğan canlandırması	2
68	Yüzeysel sütür atabilme ve alabilme	3

F. Koruyucu Hekimlik ve Toplum Hekimliği Uygulamaları

1	Acil yardımların organizasyonunu yapabilme	2
2	Aile danışmanlığı verebilme	2
3	Aile planlaması danışmanlığı yapabilme	4
4	Bağışıklama hizmetlerini yürütebilme	4
5	Doğru emzirme yöntemlerini öğretebilme	4
6	Esnaf ve işyeri denetimi yapabilme	3
7	Kendi kendine meme muayenesini öğretebilme	4
8	Kontrasepsiyon yöntemlerini doğru uygulayabilme ve kullanıcıları izleyebilme	3
9	Olağan dışı durumlarda sağlık hizmeti sunabilme	2
10	Periyodik muayene, kontrol (Kardiyak risk hesaplama, adölesan danışmanlığı, tütün danışmanlığı, kanser taraması vb)	3
11	Sağlık hizmeti ilişkili enfeksiyonları engelleyici önlemleri alabilme	3
12	Toplu yaşam alanlarında enfeksiyonları engelleyici önlemleri alma	4
13	Topluma sağlık eğitimi verebilme	3
14	Toplumda bulaşıcı hastalıklarla mücadele edebilme	3
15	Toplumda sağlıkla ilgili sorunları epidemiyolojik yöntemler kullanarak saptayabilme ve çözüm yollarını ortaya koyabilme	3

ANNEX 2 İNTÖRNLÜK DÖNEMİ REHBERİ

ACIBADEM ÜNİVERSİTESİ TIP FAKÜLTESİ İNTÖRNLÜK DÖNEMİ EĞİTİM-ÖĞRETİM REHBERİ

Tanımlar

- a) **İntörnlik dönemi:** Tıp Fakültesi Dönem IV ve Dönem V stajlarını başarıyla tamamlayan öğrencilerin, mezuniyette sahip olacakları mesleki yeterliklerini tamamlamak amacıyla öğretim elemanlarının gözetiminde sağlık hizmeti sunan birimlerde rotasyon yaptığı ardışık programlardan oluşan 12 aylık dönemdir.
- b) **İntörn:** Acıbadem Üniversitesi Tıp Fakültesi'nin ilk beş yıllık eğitim ve öğretim dönemini başarıyla tamamlamış, Dönem VI'ya (İntörnlik Dönemi) başlayan öğrencidir.
- c) **İntörn Değerlendirme Formu:** Anabilim Dallarının görüşleri doğrultusunda hazırlanan, Fakültenin öğrenme hedefleri doğrultusunda kazanılması istenen klinik uygulamalar ve becerilerin izlenmesi, hasta ve toplumla iletişim, mesleki etik ve Profesyonel tutum alanlarının değerlendirildiği, intörnün program başarı durumunu izleyen ve belirleyen belgedir.
- d) **İntörn Rehberi (Internship Logbook)**
 - i. **İntörnlik Program Rehberi:** İlgili Anabilim Dallarının Dönem VI Koordinatörlüğü işbirliği ile hazırladığı, intörnün programdaki öğrenme hedeflerini, değerlendirme yöntemlerini ve programa özgün çalışma kurallarını ve intörnden beklenenleri içeren rehberdir.

- ii. İntörn Karnesi: Acıbadem Üniversitesi Tıp Fakültesi eğitim hedefleri ve müfredatına uygun olarak, anabilim dalları tarafından hazırlanan ve program süresince kazanılması beklenen bilgi, beceri, tutum ve davranışları içeren değerlendirme araçlarının takip edilmesinde kullanılan dokümandır.
- e) İntörn ve Program Temsilcisi: Dönem VI öğrencilerinin oylarıyla seçilen öğrenci “İntörn temsilcisi”dir. Her program grubunda, gruptaki öğrenciler tarafından seçilen bir öğrenci “grup temsilcisi” olarak görev yapar.
- f) Mezuniyet Kurulu: Dekanlık tarafından belirlenen öğretim üyeleri ve öğrencilerden oluşan, mezuniyet töreni ve bununla ilişkili faaliyetleri düzenleyen kuruldur.

İNTÖRNLÜK EĞİTİMİ

Programın Amacı

Tıp Fakültesi mezunundan beklenen yeterliliklere ulaşmak için intörnlik döneminde, uygun öğrenme ve çalışma ortamlarını sağlamak amaçlanmıştır.

Bu dönemde intörnler iletişim becerilerini de kapsayan klinik ve Profesyonel becerilerini geliştirme olanaklarını bulacakları eğitim ve araştırma hastaneleri ile birinci basamak sağlık kuruluşlarında ve toplumda öğretim elemanları ve uzmanların gözetiminde çalışırlar.

Eđitim Ortamları

İntörnler Acıbadem Üniversitesi Tıp Fakóltesi Kerem Aydınlar Kampüsü, Acıbadem Üniversitesi eğitim ve araştırma hastaneleri, birinci basamak sađlık hizmetlerinin yürütüldüğü Eğitim ve Araştırma Bölgeleri ve çeşitli sađlık kuruluşlarında uygulamalı eğitim alırlar.

Dönem VI eğitim programı öncelikle birinci basamak hekimlik uygulamalarına yönelik, Ulusal Çekirdek Eğitim Programı (UÇEP) ile uyumlu olarak planlanır. Bu eğitim programı, anabilim dalı çalışma esaslarına uygun olacak şekilde, ilgili eğitim ve araştırma hastanelerinde servis, poliklinik, ameliyathane, laboratuvar gibi bölümlerde, intörn eğitimi ön planda tutularak hazırlanır.

Eđitim Planlaması ve Yürütölmesi

İntörnlük döneminde açılacak olan programlar her yıl ilgili kurulların önerisi ile Fakölte Kurulu (FK) tarafından belirlenir. Eğitim “İntörnlük program rehberi”nde belirlenen kurallara göre yürütölür.

İntörn Çalışma Saatleri

Dönem VI eğitim programı anabilim dallarınca belirlenen çalışma saatleri içerisinde sürdürölür. Çalışma saati bitiminden sonra intörnler gönüllü olarak kliniklerde kalabilirler. İntörnler ancak sorumlu oldukları hastalara ait ertelenmesi mümkün olmayan görevlerini bitirdikten sonra çalışma yerlerinden ayrılabilirler. Bunun dışında nöbet sistemi içinde çalışan birim ya da bölümlerde çalışma süresi anabilim dalı tarafından düzenlenir.

Nöbetler

Dönem VI eğitim programı içinde eğitim amaçlı nöbetler yer alır. Bu nöbetlerin aylık sayısı ve nöbet süresi anabilim dalları tarafından belirlenir. Eğitim amaçlı olan bu nöbetler bir ayda 3 (üç) günde 1 (bir) nöbetten daha fazla olamaz.

Yeterliliğin Değerlendirilmesi

İntörnün yeterliliği programı yürüten anabilim dalı tarafından izlenir. İntörn değerlendirme formlarında belirtilen, klinik vakanın izlenmesi, hasta ve toplumla iletişim, Prof. esyonellik ve kişisel Prof.esyonel tutum alanlarındaki ölçütlere göre değerlendirme yapılır. Program sürecinde ve bitiminde değerlendirilir. Süreç değerlendirmesi intörnün gelişimini izlemek ve desteklemek amacı ile yapılır ve intörne geribildirim verilir. Program sonunda yapılacak değerlendirmede yetersiz bulunan intörn 'başarısız' kabul edilir. Başarı notu 'S' (successful), Başarısızlık notu 'U' (unsuccessful) dur.

Yetersizlik kararı gerekçeleri ile ilgili anabilim dalı tarafından Dönem VI Koordinatörlüğü aracılığı ile Dekanlığa bildirilir. Bu gerekçeler program değerlendirme formları, yeterlilik ölçütleri ve yoklama (devamsızlık nedeniyle ise) tutanaklarıyla belgelenmelidir. 'başarısız' kararı intörne program sonunda duyurulur. İntörn programı tekrar eder.

Devam Durumu

İntörner programın tamamına eksiksiz katılmak zorundadırlar. İntörn, mazereti ile ilgili belgeleri dilekçe ile programı yürüten anabilim dalına sunar. Mazereti kabul edilen intörne telafi yaptırılabilir. Ancak bu süre (mazeretli olarak programa devamsızlık süresi) program süresinin %20'sini geçemez. Devamsızlık süresini aşan intörn programı tekrarlamak zorundadır.

İNTÖRNLÜK EĞİTİMİNİN YÖNETİMİ

Dönem VI Koordinatörlüğünün Görev, Sorumluluk ve Yetkileri

Dönem VI koordinatörlüğü baş koordinatörlüğe bağlı olarak çalışır. Dönem VI eğitim sürecinin Acıbadem Üniversitesi Tıp Fakültesi eğitim hedefleri ve müfredatına uygun olarak yürütülmesinden sorumludur.

- a) Anabilim dalı eğitim programlarının anabilim dallarınca bir önceki eğitim-öğretim yılı sonunda hazırlanıp baş koordinatörlüğe teslim edilmesini sağlar.
- b) Programların hazırlanması ve İntörn değerlendirme formlarının anabilim dallarınca doldurulmasını sağlar.
- c) Belirli aralıklarla baş koordinatörlük katılımı ile toplantılar yaparak anabilim dallarının dönem VI eğitimindeki sorunlarını tespit eder ve giderilmesi için gerekirse değişiklikleri düzenler.
- d) İntörnle belirli dönemlerde toplantılar düzenleyerek değerlendirmeler yapar, intörnlerin eğitim yılı içinde varsa yaşadıkları sorunları belirler ve geri bildirim formlarını inceleyerek raporlar hazırlar ve baş koordinatörlüğe iletir.
- e) İntörnlerin yetersizlik kararı veya devamsızlık nedeni ile tekrarlamaları gereken programların organizasyonunu sağlar.
- f) Mezuniyet süreci hazırlıklarını izler ve yürütür. Bu süreçte mezuniyet kurulunun çalışma programını kontrol eder.
- g) Mezuniyet ile ilgili belgelerin tamamlanmasını ve dekanlığa zamanında iletilmesini sağlar.

Anabilim Dalı Başkanlarının Görev, Sorumluluk ve Yetkileri

- a) Yeni akademik dönem başlamadan önceki Haziran ayında, program sorumlusu olarak bir öğretim üyesini görevlendirerek dekanlığa bildirirler.
- b) Anabilim dalları yeni akademik dönem başlamadan, dekanlık tarafından belirlenen tarihlerde program amaç ve hedeflerini, araç ve yöntemlerini, yeterlilik ve değerlendirme ölçütlerini içeren program bilgi formlarını program sorumlusu öğretim üyesi aracılığıyla dönem VI koordinatörlüğüne sunarlar. Anabilim dalları programın hedeflerini UÇEP ve Acıbadem Üniversitesi Tıp Fakültesi'nin eğitim ve müfredat içeriğine uygun şekilde belirlemelidirler. Program hedefleri belirlenirken intörnün nöbet ve günlük uygulamadaki sorumlulukları ve görevleri de belirtilir.
- c) Anabilim Dalı Başkanları, intörnlerin klinik ve poliklinik uygulamaları sırasında program hedeflerine uygun eğitim almalarını, becerilerini artırmalarını, görgü ve bilgilerini geliştirmelerini, hasta takibi ile ilgili sürecin sorumluluğunu bir bütünlük içinde yürütmelerini sağlarlar.
- d) Her program için eğitim hedeflerinin, uygulama yöntemlerinin tanımlandığı intörnlik rehberi (Internship Logbook) kullanılır. Program bitiminde, ilgili program sorumlusu ve anabilim dalı başkanı, anabilim dalının belirlediği hedefler doğrultusunda intörn değerlendirme formlarını ve devam durumlarını değerlendirip, başarılı olup olmadıkları konusunda ortak karar oluştururlar. İntörnlerin başarı durumunun değerlendirildiği bu formlar, program bitimini izleyen beş iş günü içerisinde dönem VI koordinatörlüğüne iletilir.
- e) İntörnlerin nöbet ve izin durumlarını karara bağlarlar.

Program Başkanlarının Görev, Sorumluluk ve Yetkileri

Program Başkanları

- a) Anabilim dalının belirlediği hedeflere uygun olarak intörnlerin çalışma düzenini, eğitim ve rotasyon programlarını düzenlerler.
- b) Program süresince intörnlerin uzmanlık öğrencileri, öğretim elemanları ve diğer sağlık personeli ile uyum içinde çalışmalarını sağlarlar.
- c) Program süresince, intörnlerin çalıştıkları ve eğitim aldıkları klinik, poliklinik, laboratuvar, ameliyathane gibi alanlarda intörnlik çalışma sorumluluğu dışındaki işlerde çalıştırılmalarını engellerler.
- d) İntörnlerin nöbet çizelgeleri program başkanları tarafından yönergeye uygun olarak hazırlanır.
- e) Program süresince, intörnlerin eğitimlerinin belirlenmiş hedeflere uygun yürütülmesini sağlamak, izlemek ve değerlendirmekle görevlidirler. Bu amaçla intörn değerlendirme formlarını birimlerdeki öğretim üyelerinin bilgisi doğrultusunda doldururlar.
- f) Program sorumluları, İntörnlerle her program başlangıcında program bilgilendirme toplantısı yaparak anabilim dalının beklentilerini, program kurallarını ve işleyişini aktarır, intörnlerin beklentilerini öğrenir.
- g) Program sürecinde ve sonunda değerlendirme toplantıları yaparak ve program değerlendirme formlarını uygulayarak intörnlerin program süreçleri hakkında düşüncelerini, değerlendirmelerini, beklentilerini ve önerilerini alır; rapor hazırlar ve Baş koordinatörlüğe iletir.
- g) İntörnlerin intörn değerlendirme formları ve program başarı durumları, program bitimini izleyen beş iş günü içerisinde dönem VI koordinatörlüğü aracılığı ile Dekanlığa iletilir. İntörn doktorların başarı

durumları ayrıca öğrenci otomasyon sistemine işlenir.

- h) Baş koordinatörlüğün belirlediği sürelerde yapılan değerlendirme toplantılarına dönem VI koordinatörlüğü ve intörn temsilcileriyle birlikte katılırlar.
- i) Her akademik yılsonunda anabilim dalı başkanıyla birlikte o akademik yıldaki intörnlerin anabilim dalındaki eğitim ve çalışmaları ile ilgili yılsonu değerlendirmesi yaparlar. Bu değerlendirmeleri ve anabilim dalının önerilerini içeren bir rapor hazırlarlar ve dönem VI Koordinatörlüğüne sunarlar.

İntörnün Hak, Yükümlülük ve Sorumlulukları

Her intörn Dönem VI'daki eğitimi süresince bir yandan hekimliğe ait ilke ve değerlerin rehberliğinde hastaların sağlık sorunlarına çözüm üretme becerilerini geliştirirken aynı zamanda da konferans, seminer, makale saati gibi akademik etkinliklere katılarak tıbbi bilgi ve eleştirel düşünme becerilerini geliştirir.

Bu amaçla her intörn:

- a) İlgili öğretim elemanının sorumluluğunda önceki eğitim dönemlerinde edindiği bilgi ve beceriyi uygular.
- b) Çalıştığı klinik birimin rutin poliklinik hizmetlerinde etkin olarak görev alır. İntörn, poliklinikte öğretim üyesi ya da uzmanlık öğrencisinin denetiminde hasta ile hekim olarak iletişim kurar, hastanın öyküsünü alıp fizik muayenesini yapar ve sorumlu hekimin denetiminde hastanın dosyasına muayene notu ekleyebilir. Ayrıca, hastadan hekim denetiminde gerekli tetkikleri isteyebilir ve gerekirse kıdemli bir hekime ya da başka bir anabilim dalından bir uzmana hastayı danışabilir. Tüm bu uygulamalar intörnün eğitimi için planlanıp uygulanır.

- c) Eğitim hastanelerinin yataklı birimlerde, yine eğitim için birden fazla hastanın hekimi olarak görevlendirilebilir. Her intörn sorumlusu olarak atıldığı hastalarla ilk gün tanışır, öykülerini alır, dosyalarını inceler ve sonraki günlerde onları izleyerek sorunları ile yakından ilgilenir, kayıt tutar. Ayrıca, hasta ve hasta yakınlarıyla meslek ahlaki kuralları doğrultusunda etkin iletişim kurar, çalıştığı anabilim dalının kurallarına ve kendisine verilen intörlük rehberine göre nöbet tutar ve öğretim elemanı sorumluluğunda tıbbi girişimlerde bulunur. İntörnlükler, acil gelişen durumlar dışında kendi sorumluluğunda olmayan hastalarla ilgili işlem yapamazlar ve yapmaya zorlanamazlar
- d) Eğitimi süresince tıbbi kayıt tutma ve değerlendirme becerisi ile elektronik ortamda hasta yönetim programlarını kullanabilme becerisi kazanmalıdır. Bu işlemler sadece eğitim amacıyla yapılmalı, hastanenin ya da anabilim dalının işgücü açığını gidermek amacıyla uygulanmamalıdır.
- e) Sorumlu öğretim üyesinin veya araştırma görevlisinin isteği ile ve denetimi altında, sorumlu olduğu hastaların laboratuvar/ radyoloji istek belgesini doldurabilir, hasta dosyasına laboratuvar/radyoloji sonuçlarını girebilir ve epikriz taslağı hazırlayabilirler. Bununla birlikte, yasal belge niteliği taşıyan veri tabanındaki hasta dosyasına veri girişi yapmak, konsültasyon isteği yapmak, epikriz yazarak hasta çıkışı yapmak, hastaya vermek üzere reçete yazmak veya laboratuvar/ radyoloji istek girişi yapmak gibi uygulamaları ancak bir sorumlu hekimin gözetiminde yapabilir.
- f) İntörlük rehberinde yazılı pratik uygulamaları (girişimleri) öğrenip bunlarla ilgili becerilerini sorumlu öğretim üyesinin gözetiminde geliştirmelidir. Yapılan pratik uygulamalar (girişimler) ile ilgili ortaya çıkabilecek tüm komplikasyon ve sorunlardan intörn değil, hastanın “hekim” sorumlu olacaktır.

- g) İntörner kendi rehberlerinde sorumlu oldukları hekimlik uygulamaları dışında kurumun hizmet açığını kapatmak için veya eğitim amacının dışına çıkacak biçimde görevlendirilemezler.
- h) İntörner acil durumlar dışında hasta taşımaz; ancak kendi sorumluluğundaki hastalar bir personel tarafından taşınırken onlara eşlik edebilirler.
- i) İntörner acil durumlar dışında hiç bir şekilde hastaya ait örnekleri (kan, idrar, gaita vb) laboratuvarlara taşımakla yükümlü tutulamazlar.
- i) İntörner çalışma ortamında bir hekime yakışır özendeki giyinmeli ve görünmelidir ve kimlik kartlarını görevli oldukları zamanlarda görünür biçimde takmak zorundadır. Hastalarına kendilerini "İntörn" olarak tanıtmalıdır.
- j) İntörn, eğitim amacı ile sorumluluğu kendilerine verilen hastanın öyküsünü alıp fizik muayenesini yapmalı, gerekli tetkikleri öğretim üyesi ya da araştırma görevlisi gözetiminde istemelidir. Ayrıca hasta ile düzenli bir iletişim kurmalı, sorunlarını ve hastalığının seyrini takip etmeli, servis ziyaretlerinde öğretim üyelerine hastayı sunabilmelidir.
- k) Hastane dışında yürütülen programlarda ilgili Anabilim Dalı veya dallarının ve programın yürütüleceği kurumun belirlediği sınırlar içinde hizmetlere katılmak (aşılama, okul taramaları, periyodik muayene, işe giriş muayenesi, filyasyon çalışması, işyeri denetimleri vb.) ve ilgili kurumun çalışma saatlerine uymakla yükümlüdür.
- l) Hizmet verdiği toplumda hizmet verilen kişiler ve diğer sağlık çalışanları ile doğrudan ve uygun iletişim kurmalıdır.

ANNEX 3 INTERN ASSESSMENT FORM

ACIBADEM MEHMET ALI AYDINLAR UNIVERSITY

SCHOOL of MEDICINE

INTERNSHIP ASSESSMENT FORM*

Department:	
Name Surname:	ID Number:
Start Date:	End Date:

ASSESSMENT BY THE SUPERVISOR**

The assessment is based on your own observations, and additionally with observations of others involved, provided you have been able to substantiate these performances.

	Assessment Scale***			
	1st Observation		2nd Observation	
	Date: .../.../.....		Date: .../.../.....	
	Insufficient	Sufficient]	Insufficient	Sufficient]
A. Clinical case management (History taking, physical examination, clinical skills, analysis and testing diagnostic hypotheses, critical attitude towards further investigation and careful consideration of treatment, selection of pharmacotherapy, writing prescription, writing a letter of discharge, oral summary and presentation of case report, knowledge of medical issues, diagnostics and therapy, etc.)				
B. Interaction with patient and community (Patient-centered approach, explanation of illness, testing and treatment to the patient, attention for patient's feelings, values, norms and expectations, attention for nursing care aspects, attention for life experiences of the patient, etc.)				

	Assessment Scale***			
	1st Observation		2nd Observation	
	Date: .../.../.....		Date: .../.../.....	
	Insufficient	Sufficient	Insufficient	Sufficient
C. Professionalism (Respect patient rights; their dignity, autonomy, integrity and confidentiality, Adhere strictly to ethical principles and legal rules in his/her clinical practice, etc.)				
D. Personal professional attitude (General conduct, personal appearance, relation with supervisor/staff- members, nursing staff, fellow students, coping with own limits and uncertainty, taking responsibility, etc.)				

E. Comments

1st Observation

Positive characteristics of the student	Skills that should be improved

2nd Observation

Positive characteristics of the student	Skills that should be improved

F. RESULT (please write down the result in the blanks)

SUCCESSFUL (Başarılı)

UNSUCCESSFUL (Başarısız)

Program Coordinator

Name

Signature

Date / / 20...

Head of Department

Name

Signature

Date / / 20...

* Student is requested to hand in the form to secretariat at the end of each internship program

** Supervisor is requested to fill in the items mentioned under "A" up to "F" and signature the form

*** This form should be fulfilled in an internship period for each department in the middle and at the end of the program. If a student has an insufficient level from any of A, B, C, D part of the 1st observation a follow up should be done until the 2nd observation. If a student is insufficient from both observations he/she will be failed.

∫ Sufficient means that a student performed at least 60% of the expected performance from A, B, C and D parts separately .

Contacts

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Maslak Hospital	0212 304 44 44
Bakırköy Hospital	0212 414 44 44
Fulya Hospital	0212 306 44 44
Kozyatağı Hospital	0216 571 44 44
International Hospital	0212 468 44 44
Kadıköy Hospital	0216 544 44 44
Altunizade Hospital	0216 649 44 44

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