

TEACHING REGULATIONS OF PROFESSIONALISM IN MEDICINE COURSE FOR STUDENTS OF THE ENGLISH DIVISION (STUDY YEARS 4 AND 5)

1. These regulations are consistent with the general Rules of Study and the Charter of the Medical University of Bialystok.
2. Educational process and didactic classes (lectures, seminars and clinical labs) are realized consistently with the study curriculum approved and announced by the Dean of the Medical Faculty. Student should complete the classes and seminars with the regular group to which he/she is assigned.
3. Before beginning the classes, all baggage, coats, jackets etc. should be left in the cloakroom localized in the hospital.
4. Student is responsible for his/her personal belongings. Pediatric departments will not take responsibility for any loss or damage.
5. During the classes students should adhere to the dress code, therefore, are obliged to change footwear and should be equipped with a clean medical clothes (doctor's coats, scrubs, T-shirt) with short sleeves (we do not provide it). Medical clothes should be permanently labeled with „The University Children's Clinical Hospital (UDSK) – Pediatrics” and, due to epidemiological reasons, should be used during classes in Medical University Children's Hospital **only**. It is forbidden to wear hand watches, rings, and fingernails have to be cut shortly and not to be polished. Both the student's dress code and the bedside manners shall reflect their prestige and respect to patients, their families, academic teachers and medical staff.
6. During the classes student should be provided with his/her own identification badge with clearly indicated student's first and last name, and the denomination of the faculty and the division. hands should be disinfected effectively according to standard rules before and after each contact with a patient.
7. Students are prohibited from using any electronic devices while training and providing services to patients.
8. Taking photographs, making recordings or movies during lectures, seminars or clinical classes are strongly prohibited. Failure to comply with these principles may be penalized by law.
9. During the exams or tests students are strongly advised to refrain from using any written materials, unauthorized electronic devices, mobile phones or multimedia. Moreover, students must not communicate verbally or non-verbally with persons other than the assistants and staff. Contacting other fellow students during the test is not allowed. Any violations of these rules will result in failing of the exam.
10. Students are required to keep all confidential and personal data securely. Medical files and documents (both the hard copy and paperless/electronic format) should be devoid of any sensitive / personal data of the patients.
11. Self-willed leaving the teaching rooms or inpatient unit during the classes is not allowed, i.e., a strict coordination and permission from the tutor/lecturer is advised.
12. Smoking cigarettes (incl. e-cigarettes) is strongly prohibited within the entire facility of the Children's Clinical Hospital (UDSK).
13. For safety and epidemiological reasons, it is prohibited to eat and drink in the didactic rooms, inpatient unit or outpatient clinics during the classes.
14. During the breaks students are welcome to make use of a relaxation area located on the 1st floor in the Hospital i.e. the lounge nearby the Esperanto hall.

15. The student is obliged to observe the safety regulations presented on pediatric departments' websites. Prior to beginning the classes, student is acquainted with these contents and should confirm the compliance by his/her own signature.
16. Student should immediately report to the instructor on all accidents or unforeseeable events being noticed in the department during the classes.
17. Students are obliged to participate in all classes and seminars. Students are expected to arrive to classes on time.
18. The Dean will be notified about students who will not participate in classes more than 14 days.
19. Student must submit sick leave or Dean's Certificate, justifying the absences to his/her teacher immediately (within 7 days). Documents delivered after the expiry of the deadline will not be accepted, and the absence shall be classified as unjustified.
20. Any unexcused absence results in failure of the pediatric course.
21. Student should be prepared to the current classes (starting from the very first day). It is mandatory to master the basic material corresponding to a given topic and syllabus. The detailed plan of the lectures and clinical classes is announced in the departments' information boards as well as on the websites.
22. Health issues posing serious contraindications (i.e. signs and/or symptoms of infections) to participate in clinical classes ought to be announced beforehand to the head of the department or another authorized teacher before beginning of the classes.
23. The Teaching Regulations during the academic year may be amended after consultation of the class representative only.
24. Criteria for assessing the achieved learning outcomes and the form and conditions for receiving credit:

YEARS IV-V

- A. To attend and complete all pediatric classes, lectures and seminars:
Only one justified absence (see: point 19 of the Regulations) from seminar or clinical lab per one semester is allowed, without obligation to work the absence out.

Student having more than one justified absence per one semester is entitled to an individual completing of the practical classes and seminars, preferably with another group (or, if not possible, in another mode determined by the head of the department), yet until the end of ongoing semester.

- B. To pass the credit test: The form of the credit test will be determined by the coordinator of subject: written form (essay) and will be announced before the beginning of the academic year.

If the pediatric course is carried out in several departments in a given year (IV), student must confirmed the participation and credit in all classes and seminars in each department independently.