

**Programme for Pharmacy at the Faculty of Pharmacy with the Division of Laboratory
Medicine of Medical University of Białystok – Retail Pharmacy**

Internship programme: addressed to 5th year students of Pharmacy.

Subject matter:

1. Learning the plan of the Receiving Institution.
2. Learning the rules of Health and Safety at Work and the Labour Law in the Receiving Institution.
3. Becoming acquainted with the range of medicinal products, medical devices, dietary supplements, and foodstuffs for special nutritional purposes dispensed by the pharmacy.
4. Learning the rules of arrangement, storage, and dispensation of medicinal products and medical devices.
5. Learning the rules of receipt of goods in the pharmacy.
6. Learning the functionalities of pharmacy software, entering invoices.
7. Preparing compound and pharmacy medications and their valuation.
8. Preparing orders of goods and learning the rules for cooperation with pharmaceutical wholesalers.
9. Learning the rules and modes of suspension, withdrawal, and admission to trading of medicinal products and medical devices.
10. Control of expiry dates; becoming acquainted with data sheets of medicinal products for medicines.
11. Providing information about medicines, improving practical skills in the area of interpersonal communication.
12. Keeping pharmacy records of all groups of medicinal products dispensed by the pharmacy and the actions undertaken (safety measures, issuing invoices), summaries for the National Healthcare Fund (NFZ).
13. Advising patients on the choice of medication for specific disease entities, with special emphasis on interactions between medicines, and providing pharmaceutical care.

Internship period:

2 months, a minimum of 240 internship hours (a minimum of 120 hours per each month).

The conditions for carrying out the internship are set out in *Regulations of student internships* and the *Tripartite Agreement* between the Receiving Institution, the University, and the Intern and are consistent with the European Union Council recommendations of 10.03.2014 on quality framework for traineeships (2014/C 88/01).

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Signature of Internship Supervisor designated by MUB

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Intern's signature