

**Organization and Assessment of the
Vocational Placement
Dental Techniques
Faculty of Medicine and Dentistry, Medical University of Warsaw**

GENERAL INFORMATION:

According to the Regulations on mandatory medical examinations and vaccinations for candidates for studies and students of the Medical University of Warsaw, every student must have a complete set of examinations (Occupational Medicine, Hepatitis B, and Salmonella-Shigella) and purchase accident insurance (NNW) for the period of the internship/practical training.

Each student is required to complete a vocational placement in the Dental Technology Laboratories (a total of 960 teaching hours):

- after the first year - 6 weeks (240 teaching hours during the summer period, i.e. after the end of classes in the summer semester),
- after the second year - 8 weeks (320 teaching hours during the summer period, i.e. after the end of classes in the summer semester),
- during the third year - 12 weeks - intake 2023/2024 (480 teaching hours - starting from the 4th week of the summer semester).

Places of Vocational Placement

The vocational placement may be completed in medical units that have or have not signed an agreement with the Medical University of Warsaw, in Poland or abroad (subject to the Dean's approval). The units must provide the opportunity to implement the placement program and employ persons who may act as placement supervisors appointed by the head of the laboratory, i.e. a senior dental technician.

Documents required for the vocational placement (three options):

- 1) Completion of the vocational placement in units that do not have an agreement with the Medical University of Warsaw - a referral (if requested by the unit) and the Dean's approval (Application) are required.
- 2) In the case of a planned vocational placement in units that require signing an agreement with the University, the Dean's approval (Application) is necessary, followed by a referral.

- 3) In the case of a planned vocational placement in units that already have an agreement with the University, the Dean's approval (Application) is necessary, followed by a referral.

Course and Completion of the Vocational Placemen

The Head of the Dental Technology Laboratory where the placement is undertaken:

- determines the scope of duties and the schedule of the placement,
- appoints a placement supervisor who exercises direct control over the student's attendance and work, and confirms the completion of individual skills in the placement record,
- approves the placement by making an entry in the applicable placement record and provides an evaluation regarding the course of the placement.

The student expresses their opinion on the course of the vocational placement in the placement record..

The Dean has the right to monitor the student's attendance at the placement site and the proper conduct of the placement (on-site visits, telephone checks). Absence from work may be justified by an official medical certificate. Illness lasting longer than one week requires an extension of the placement for the corresponding period.

Confirmation of the completion of the vocational placement and the achievement of the required learning outcomes in the placement record constitutes a condition for the Dean's approval of the summer internship (no later than September 22, 2026).

Vice Dean for dentistry and dental techniques

Professor Jolanta Kostrzewa-Janicka, DMD, PhD