

## **PROCEDURE FOR MONITORING INTERNSHIPS AT THE FACULTY OF MEDICINE AND DENTISTRY**

The course of internships provided for in the programmes of study in the following majors: medicine and dentistry, dental technology, dental hygiene, physiotherapy, general and clinical speech therapy, radiology, audiophonology with hearing care is monitored by the relevant Faculty Education Quality Team;

1. Observations of internships are conducted by a member of the Faculty Education Quality Team or the Deputy Dean / Coordinator for Educational Affairs at specific faculties;
  2. The implementation of the procedure is supervised by the Deputy Dean for Educational Affairs;
  3. Observations of student internships are conducted annually and cover min. 5% of randomly selected facilities where student internships take place;
  4. Internship observations are conducted in person or by telephone.
  5. The following shall be inspected:
    - a) Whether the student did internship at the given time,
    - b) Whether learning outcomes were achieved during the internship (based on carrying out the programme of internship/internship record).
1. A report is drawn up from the internship observations that were conducted;
  2. By 30<sup>th</sup> October, the Faculty Education Quality Team submits the report on the observations to the Deputy Deans/Coordinators for Educational Affairs.
  3. By 15<sup>th</sup> November, Deputy Deans/Coordinators for Educational Affairs provide the Dean with a summary report of the observations conducted for all majors.