MEDICAL OUTPATIENT PRACTICE
(ORAL AND MAXILLOFACIAL PEDIATRIC SURGERY)

Work Experience Practical Training

Curriculum for the Speciality: 1-79 01 01 «Stomatology»
COMPILERS:
A.S.Lastovka, head of the department of maxillofacial surgery of establishment of education "The Belarusian state medical university", doctor of medical sciences, professor;
N.N.Cherchenko, associate professor of maxillofacial surgery of establishment of education "The Belarusian state medical university", candidate of medical sciences, associate professor;
O.M.Pavlov, assistant of department of maxillofacial surgery of establishment of education "The Belarusian state medical university", candidate of medical sciences;

RECOMMENDED FOR APPROVAL:

Department of maxillofacial surgery of establishment of education "Belarusian state medical university"
(the protocol № 12 from 12.02.2019);

Methodical commission of dental disciplines of establishment of education "Belarusian state medical university"
(the protocol № 6 from 28.02.2019)
EXPLANATORY NOTE

The organization and order of holding work practice are established by the resolution of Council of ministers of Republic of Belarus of 03.06.2010, No. 860 "About the adoption of the provision on practice of students, cadets, listeners" (in edition of resolutions of Council of ministers of 04.08.2011 No. 1049, of 09.12.2011 No. 1663, of 11.09.2012 No. 844, of 08.05.2013 No. 356, of 22.08.2013 No. 736) and Situation "About practice of students of establishment of education "The Belarusian state medical university" No. 118 of 29.01.2014.

Purpose of work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» is fixing of the gained knowledge and acquisition by the student of the skills and abilities which are the content of professional activity of the dentist.

Problems of work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» students:

- acquaintance with structure of dental department of healthcare institution and organization of work of the surgeon-dentist;
- forming of bases of social and personal competence by acquisition by the student of skills of interpersonal communication with medical personnel and patients;
- forming of bases of professional competence by acquisition by the student of skills of practical application of knowledge gained when studying discipline "Maxillofacial surgery and surgical stomatology".

The work practice of students is carried out at position of the surgeon-dentist of healthcare institution.

During work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» students submit to all employment policies and procedures of basic healthcare institution. To work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» the student is allowed in the presence of the certificate of level of health and after instructing in workplace in safe working conditions.

Upon termination of work practice the student should know:

- the orders, instructions regulating the sanitary and anti-epidemic mode in healthcare institution;
- indications and contraindications to local anesthesia;
- prevention of complications when carrying out local anesthesia at patients with maxillofacial pathology;
- indications and contraindications to operation of odontectomy;
- clinical diagnostics, differential diagnostics, principles of treatment of odontogenous pyoinflammatory processes and traumatic damages of maxillofacial area;
- rules of execution of medical documentation on polyclinic reception.

be able to:

- to carry out local anesthesia of maxillofacial area;
- to perform operation of typical odontectomy;
- to assist when performing difficult out-patient surgical interventions of oral cavity;
- to carry out primary surgical treatment of wounds of soft tissues of maxillofacial area;
- to provide emergency medical service to patients with changes top and bottom jaws;
- to provide emergency medical service at shock, asphyxia, bleeding;
- to provide emergency medical service to patients with pain syndrome of maxillofacial area;
- to make out the medical record of the dental patient.

**Master:**
- by methods of inspection of the patient with surgical pathology of maxillofacial area;
- methods of carrying out infiltration and conduction anesthesia for carrying out surgical interventions in oral cavity
- by methods of performance of operations of typical odontectomy;
- in the ways of assistance at faint, collapse, shock.

In total on work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» of work practice is taken away 108 class periods within 2 weeks upon termination of the 8th semester in healthcare institutions, the being bases of practice of establishment of education "Belarusian state medical university" for a period of five years.

From them 72 classroom hours, 36 hours of independent work of the student.

The current certification is carried out according to the curriculum in the specialty in the form of the differentiated offset (the 8th semester).

The current certification is carried out on the diary provided by the student, the report on implementation of the program of work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» and written characteristic of the direct head of practice from healthcare institution.
CONTENTS OF THE TRAINING PROGRAM OF MEDICAL POLYCLINIC
WORK PRACTICE

1. Equipments
1.1. Conditions of safe work:
fire safety regulations,
rules of asepsis and antiseptics,
rules of processing and protection of hands of medical personnel,
sanitary and anti-epidemic mode.
1.2. Medical tools and materials:
sets odontectomies, surgical and dental for operation.
1.3. Medical equipment:
dental installations of the brands «Aidec», «Chirana», etc.

2. Professional receptions
2.1. Processing of hands, antiseptic processing of surgery field;
2.2. Collecting complaints and anamnesis of disease;
2.3. Survey of patients with surgical diseases of maxillofacial area;
2.4. Palpation of regional lymph nodes of maxillofacial area, all departments of
language, conjoined manipulation of sialadens, definition of symptom of fluctuation;
2.5. Carrying out infiltration anesthesia on upper, lower jaws and soft tissues of
maxillofacial area;
2.6. Carrying out torusal, mandibular, mental and incisal anesthesia;
2.7. Carrying out infraorbital, tuberal, palatal anesthesia, according to Bershe-
Dubov;
2.8. Rendering emergency medical service at development of local complications
of injection anesthesia;
2.9. Performance of operation of odontectomy;
2.10. Holding resuscitation actions;
2.11. Estimation and forecasting of course of pyo inflammatory processes of
maxillofacial area, determination of dynamics of development of disease;
2.12. Temporary and constant stop of bleeding from wound;
2.13. Imposing of transport immobilization at fractures of bones of facial skeleton.
SUBJECT AND FORMS SANITARNO EDUCATIONAL WORK

To make the sanitary bulletin on the offered subjects:
2. Hygiene of oral cavity - guarantee of our health.

To lead discussion on the offered subjects:
1. Oncological vigilance in work of the doctor of the surgeon- dentist
2. HIV infection - observance of sanitary-epidemiological regime on surgical dental reception.
3. Features of delivery of health care to patients on surgical dental reception.
4. Features of operation of odontectomy at pregnant women.
5. Hygiene of oral cavity as factor of prevention of dental diseases.
<table>
<thead>
<tr>
<th>Name of works</th>
<th>Number of days/hours/ Self-studies</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1. Structure and equipment of department (office) of maxillofacial surgery</strong></td>
<td>1/8/0</td>
</tr>
<tr>
<td>1.1. Structure and equipment of department (office) of maxillofacial surgery.</td>
<td>1/8/0</td>
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<tr>
<td>1.2. Filling registration - reporting documentation.</td>
<td>1/8/0</td>
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<tr>
<td>1.3. The sanitary and epidemiologic mode in departments and offices of maxillofacial surgery.</td>
<td>1/8/0</td>
</tr>
<tr>
<td>1.4. Processing of hands of the dentist-surgeon. Processing of surgery field. Preparation of tools, dressing material for sterilization. Disinfection</td>
<td>1/8/0</td>
</tr>
<tr>
<td>1.5. Inspection of patients with surgical diseases of maxillofacial area and neck (collecting complaints, the anamnesis of life and the anamnesis of disease of the patient. Observation)</td>
<td>1/8/0</td>
</tr>
<tr>
<td><strong>2. Anesthesia in maxillofacial surgery</strong></td>
<td>1/8/0</td>
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<tr>
<td>2.1. Tools for carrying out anesthesia, working off of skills on the equipment.</td>
<td>1/8/0</td>
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<tr>
<td>2.2. Carrying out infiltration anaesthesia in surgical dental office.</td>
<td>1/8/0</td>
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<tr>
<td>2.3. Carrying out conduction anesthesia in the field of top and bottom jaws in surgical dental office.</td>
<td>1/8/0</td>
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<tr>
<td><strong>3. Dental surgery</strong></td>
<td>5/40/0</td>
</tr>
<tr>
<td>3.1. Indications and contraindications to operation of odontectomy.</td>
<td>2/16/0</td>
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<tr>
<td>Overseeing by the course of performance of operations of exodontia on top and bottom jaw.</td>
<td>2/16/0</td>
</tr>
<tr>
<td>Overseeing by the course of performance of operations of atypical and difficult exodontia on top and bottom jaws.</td>
<td>2/16/0</td>
</tr>
<tr>
<td>Studying of local complications, operations of odontectomy arising during and after carrying out operation of odontectomy Clinical analysis of thematic patients, studying of tables, slides.</td>
<td>2/16/0</td>
</tr>
<tr>
<td><strong>3.2. Carrying out local anesthesia and operation of odontectomy at patients with the general diseases</strong></td>
<td>1/8/0</td>
</tr>
<tr>
<td>Studying of toxic reactions to local anesthetics: emergency medical service, prevention of complications. Clinical analysis of thematic patients, studying of tables, slides.</td>
<td>1/8/0</td>
</tr>
</tbody>
</table>
3.3. The somatic complications arising on reception at the dentist. Medicinal acute anaphylaxis. Rendering emergency medical service.

The complications arising on reception at the dentist: hypertensive crisis, acute disorder of cerebral circulation, stenocardia attack, acute myocardial infarction, attack of bronchial asthma, comas at diabetes mellitus, convulsive syndrome. Clinical manifestations of medical emergencies. Rendering emergency medical service at medical emergencies. Tactics of the dentist at development of acute anaphylaxis in the patient, rendering emergency medical service.

Clinical analysis of thematic patients, studying of tables, slides.

4. Odontogenous inflammatory processes

4.1. Apical periodontitis
4.2. The complicated teething, retention, allotopia
4.3. Acute odontogenous osteomyelitis of jaws and chronic odontogenous osteomyelitis of jaws
4.4. Heavy complications of infectious and inflammatory processes of maxillofacial area and neck
4.5. The principles of carrying out primary surgical treatment in maxillofacial area and neck.

Clinical analysis of thematic patients, studying of tables, slides.

5. Sanitary and educational activities:

- Lectures/conversations on a healthy lifestyle
- Record keeping: diary, report

In total
METHODOICAL INSTRUCTIONS FOR HEADS OF PRACTICE AND STUDENTS

Educational and methodical and organizational management of work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» is carried out by teachers of department of maxillofacial surgery.

Direct management of practice in medical institution is performed by the chief physician and the manager of dental department who daily certify the signature of the diary stay of the student in practice and the nature of the work performed by it this day.

The teacher of department of maxillofacial surgery bears responsibility for quality of holding work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)»:

- exercises control of the organization and carrying out practice;
- controls implementation of the program of practice;
- renders to students during practical training the organizational and methodical help;
- checks diaries and reports of students;
- accepts the differentiated offset on the basis of practice or on educational base of department.

The head of work practice from healthcare institution which is base of practice also bears responsibility for quality of holding work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)»:

- carries out instructing of students in the accident prevention (Further - TB) and occupational safety and health (Further - FROM);
- reveals and timely eliminates defects of the course of carrying out practice, and if necessary report about them to the management of establishment of education "Belarusian State Medical University" and healthcare institution;
- controls discipline of the student;
- informs dean's office on debts of the student on practice;
- creates necessary conditions for performance of the program of practice by students;
- gives upon termination of practice the characteristic about work of each student which is signed by the head of practice, as the chief physician and it is certified by the press of healthcare institution (Appendix No. 4).
**THE STUDENT'S DUTIES DURING PRACTICAL TRAINING:**

During practical training the student is obliged:

1. To study on the website the program of practice "Medical polyclinic maxillofacial surgery";
2. To submit to regulations, acting in healthcare institution;
3. To observe fundamentals of medical ethics;
4. To carry out the program of work practice.
5. To follow rules and norms of HSE, fire safety and production sanitation.

During practical training the student has to keep "The diary of work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)»".

1. The diary is the document fixing implementation of the program of work practice in which all manipulations executed during the working day in detail are reflected.

The student daily fixes highlights of the fact-finding and practical activities in adjacent divisions of healthcare institution. specifying at what implementation of procedures, diagnostic tests or other manipulations he was present that carried out independently under the leadership of medics.

2. The report is formed at the end of work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)». It has to contain list of medical manipulations when which performing the student was present, the list of medical manipulations (with the indication of their quantity) which the student carried out independently under the leadership of medical staff. It is necessary to give the step-by-step description of all actions of one of medical manipulations which the student most often independently carried out during practice.

Upon termination of practice the diary, the report (Appendices 1,2,3) is signed by the head of practice, the chief doctor and is certified by the press of healthcare institution.

**QUESTIONS FOR PREPARATION FOR THE GRADED CREDIT**

1. Organizational and economic aspects of activities of dental institutions for rendering the surgical dental help to the population.
2. Principles of the organization of the surgical help to maxillofacial patients in out-patient conditions, registration and reporting documentation.
3. Principles of the organization of the stationary surgical help to maxillofacial patients, registration and reporting documentation.
4. Sanitary and hygienic requirements and working conditions of medical and average medical personnel.
5. Indications to carrying out special methods of inspection in maxillofacial area.
6. Rendering medical assistance at medical emergencies on outpatient appointment.
7. Modern classification, etiology, pathogeny, clinical picture, diagnostics, principles of treatment of odontogenous pyo inflammatory processes of maxillofacial area.
8. Complications of odontogenous pyo inflammatory processes of maxillofacial area.
10. Diagnostic methods and treatments of traumatic perforation of maxillary sinus.
13. Modern classification of traumatic damages of front area and neck.
14. Pathogeny, clinical picture, diagnostics, the principles of treatment of patients with traumatic changes of mandible.
15. Pathogeny, clinical picture, diagnostics, the principles of treatment of patients with traumatic fractures of upper jaw.
16. Pathogeny, clinical picture, diagnostics, the principles of treatment of patients with the combined and combined defeats of maxillofacial area.
17. Pathogeny, clinical picture, diagnostics, the principles of treatment of patients with injuries of soft tissues of maxillofacial area.
22. Indications and types of surgical before protetics surgery of oral cavity.
23. Stages of training of patients for operation.
24. Indications and contraindications for performing dental implantation.
25. Etiological factors in development of tumors of maxillofacial area of neck.
MINISTRY OF HEALTH OF THE REPUBLIC OF BELARUS

Educational institution

BELARUSIAN STATE MEDICAL UNIVERSITY

APPROVED

Chief doctor

____________________ Name

____________________

DIARY

MEDICAL OUTPATIENT PRACTICE
(ORAL AND MAXILLOFACIAL PEDIATRIC SURGERY)

(Surname, name, middle name)

Faculty

Course

Academic group No.

Base of practice

(name of healthcar supervisor)

The head of work practice from clinic

(Surname of the Deputy)

The supervisor from BSMU

(Surname of the Deputy)
### Appendix 2. Approximate form of the diary of the probationer

<table>
<thead>
<tr>
<th>Date</th>
<th>Forms and types of work</th>
<th>Signature of the responsible person</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><em>Only the works with the indication of extent of participation performed by the student types are listed (observed, assisted, carried out independently). Own assessment by the student of result of the working day, the analysis of the current result of practical preparation by comparison to test standards is desirable.</em></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td><em>Signature of the student (daily)</em></td>
</tr>
<tr>
<td></td>
<td></td>
<td><em>Date, the signature of the head (in week)</em></td>
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</tbody>
</table>

Notes:

1. The student has to conduct execution of the diary by hand. Records are carried out accurately, legible handwriting. Corrections, additions after vising of records of practice by the head are not allowed.

2. Execution of the report, characteristic is carried out on A4 format paper with use of the Word-2003 MS application (or is more senior) and carried out according to requirements of state standard of STB 6-38-2004 to requisites, the text, execution of the document and data in tables.

3. The signature of the head to practice and the characteristic of the student is certified of the diary of practice, the report in accordance with the established procedure.

4. Diaries, reports, characteristics, other documents by each type of work practice are stored according to the nomenclature of affairs of the BSMU departments responsible for the organization of work practice.
Report of the student

(Surname, name middle name)

on work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» on ________________________ base

___________________________________________________________

(the name of healthcare institution according to the state register)

during the period with ___________ on ___________

___________________________________________________________

Student ____________________________ (signature)

Head practitioners from clinic ____________________________ (signature)
Appendix 4. Approximate form of the characteristic

**Characteristic**

(Surname, name middle name)

(Surname of the Deputy the student) passed (look) work practice on the basis of clinic ("Name") in (offices, departments) from 00.00.20 _ till 00.00.20 _. It is necessary to reflect business qualities of the student probationer, the shown ability to acquisition of professional abilities on position (to specify) in the characteristic. To specify existence and results of development of the personal qualities necessary for profession of the doctor. To give the general assessment to results of implementation of the training program of practice and the reached level of practical preparation. To characterize relationship with collective, knowledge and performance of norms of medical ethics and deontology. In conclusion it is necessary to make recommendations about the admission of the student to the current certification for work practice, offers of UVO on improvement of quality of the theoretical preparation preceding the direction of the student on practice.

Chief doctor

stamp

Head of practice from healthcare institution

_________________________ Nam.Midnam.Famil.

(signature)

Of the characteristic it is informed.

_________________________ (signature of the student probationer) (interpretation of the signature)

(date)

Note. Characteristic volume – no more than 1 (one) page.
COMPIILERS:
Head of the department of maxillofacial surgery of establishment of education "Belarusian State Medical University", doctor of medical sciences, professor

Associate professor of maxillofacial surgery of establishment of education "Belarusian State Medical University", candidate of medical sciences

Assistant to department of maxillofacial surgery of establishment of education "Belarusian State Medical University", candidate of medical sciences

Execution of the training program of work practice «Medical outpatient practice (oral and maxillofacial pediatric surgery)» and the accompanying documents conforms to the established requirements

Dean of the Medical Faculty of International Students
01 05 2019 yr.

Head of practice of establishment of education "Belarusian State Medical University
01 05 2019 yr.

Methodologist expert of establishment of education "Belarusian State Medical University"
01 05 2019 yr.
<table>
<thead>
<tr>
<th>Surname, name, middle name</th>
<th>Position, academic degree, academic status</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lastovka Alexander Sergeyevich</td>
<td>Head of the department of maxillofacial surgery of establishment of education &quot;The Belarusian state medical university&quot;, doctor of medical sciences, professor</td>
<td>212-51-54</td>
</tr>
<tr>
<td><a href="mailto:facesurge@bsmu.by">facesurge@bsmu.by</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cherchenko Natalya Nikolaevna</td>
<td>Associate professor of maxillofacial surgery of establishment of education &quot;The Belarusian state medical university&quot;, candidate of medical sciences</td>
<td>225-88-24</td>
</tr>
<tr>
<td>Pavlov Oleg Mikhaylovich</td>
<td>Assistant to department of maxillofacial surgery of establishment of education &quot;The Belarusian state medical university&quot;, candidate of medical sciences</td>
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</tr>
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