

MINISTRY OF HEALTH OF THE REPUBLIC OF BELARUS
Educational Institution
BELARUSIAN STATE MEDICAL UNIVERSITY



APPROVED

by Rector of the Educational Institution
«Belarusian State Medical University»
S.P. Rubnikovich

21.09.2023

Reg. No. UD- 7-07-0912-01-1-1/2024/p

**PROGRAM
OF PRACTICAL SESSIONS**

IN PHARMACEUTICAL PROPAEDEUTIC PRACTICE

for the specialty
7-07-0912-01 «Pharmacy»

COMPILERS:

N.S.Gurina, Dean of the Pharmaceutical Faculty of the Educational Institution «Belarusian State Medical University», DSc, Professor;

O.V.Mushkina, Head of Department, Associate Professor of the Department of Pharmacy Organization of the Educational Institution «Belarusian State Medical University», PhD;

A.S.Bakun, Teaching Assistant of the Department of Pharmacy Organization of the Educational Institution «Belarusian State Medical University».

RECOMMENDED FOR APPROVAL:

By the Department of Pharmacy Organization of the Educational Institution «Belarusian State Medical University»
(protocol # 1 of 30.08.2023);

By the Council of medical Faculty for International Students of the Educational Institution «Belarusian State Medical University»
(protocol # 1 of 21.09.2023);

EXPLANATORY NOTE

The purpose of the students' educational practice «Pharmaceutical propedeutical» is the formation of student's general knowledge of working processes in pharmaceutical organizations.

The practice program is developed in accordance with:

educational standard of special higher education in the specialty 7-07-0912-01 "Pharmacy", approved and put into effect by Resolution of the Ministry of Education of the Republic of Belarus and the Ministry of Health of the Republic of Belarus dated 01.09.2023 No. 302/127;

curriculum of the educational institution in the specialty 7-07-0912-01 "Pharmacy", approved by 11.04.2023, registration No. 7-07 0912-01/yn/o._____.

The educational practice of students is aimed at the formation of their practical skills in the studied academic disciplines, the consolidation of theoretical knowledge, mastering primary skills.

- The objectives of educational practice «Pharmaceutical propedeutical» are:
- Tour to a manufacturing plant, pharmacy of 1st category, pharmaceutical warehouse and analytical laboratory
- Introduction to a pharmaceutical organization set-up plan, purposes, equipment and facilities
- Introduction to hygiene requirements, intended for facilities, issued for manufacturing, storing, sales of medicines and staff.
- Introduction to terminology used in distribution of medicines
- Familiarization main tasks and functions of a pharmacy, occupational health and safety and safety, hygiene order and formation of basic skills for cleaning premises of a pharmacy, washing the pharmacy glassware and sealings.

At the end of the educational practice «Pharmaceutical propedeutical» **the student must know:**

- basic laws and regulations of pharmaceutical activities;
- main terms and definitions used in distribution of medicines.
- classification, tasks and functions of pharmacies.
- setup plan of pharmacies according to category, their equipment, facilities and purpose;
- hygiene requirements for pharmacies;
- staff of pharmacies, functional responsibilities of pharmacy staff according to approved administrative posts.
- general principles of storage of medicines, medical devices and other goods/items at the pharmacy and at the pharmaceutical warehouse;
- aims, tasks and organizational structure of the pharmaceutical warehouse;
- aims, tasks and organizational structure of the pharmaceutical organization
- aims, tasks and organizational structure of the analytical laboratory

be able to:

- conduct activities to ensure the sanitary-hygienic order at workplaces of pharmaceutical employees of pharmacy, as well as personal hygiene
- conduct the processing and cleaning of pharmacy glassware;

organize proper storage of medicines, medical devices and other goods of pharmaceutical assortment.

master:

skills of acceptance control;

skills in monitoring environmental parameters in storage areas for medicines and medical devices;

labeling of goods and their placement in storage areas.

In total, 54 academic hours during 1 week in the 1st semester. Current knowledge assessment is carried out in the form of a graded credit in accordance with the educational plan for the specialty.

Of these, 30 hours of practical training, 6 hours of supervised independent work (hereinafter, SIW), 18 hours of independent student work (hereinafter, IW).

In accordance with the schedule of the educational process, during the first two weeks after the end of the internship, the student takes a differentiated test to the head of the practice from the Department of Pharmacy Organization.

Differentiated credit is accepted if the student has a report about the implementation of the practice program.

A student who has not completed the practice program and (or) received an unsatisfactory mark when passing a differentiated test is sent by order of the rector of the medical university again (no more than once) to undergo an internship in his free time from classes to complete the practice program in full.

The practice mark is taken into account when summing up the results of the intermediate attestation of students.

Students undergo educational pharmaceutical propaedeutic practice in pharmacy organizations, in pharmacy warehouses, in control-analytical laboratories of the organization of the RUE "Management Company Holding "Belfarmprom", organizations of the Ministry of Health of the Republic of Belarus, (hereinafter referred to as the practice bases).

The general management and organization of student practice is entrusted to the head of practice from the educational institution "Belarusian State Medical University" (hereinafter referred to as the medical university).

General and direct supervision of student practice in pharmaceutical propaedeutic practice is carried out by the practice manager from the Department of Pharmacy Organization of the Medical University.

Scientific and methodological management of the practice of medical university students is carried out by the Faculty of Pharmacy.

GENERAL ISSUES OF ORGANIZATION AND QUALITY CONTROL OF PROGRAM IMPLEMENTATION IN PRACTICE

Educational practice is combined with the educational process. Students' educational practice is carried out in classrooms, organizations of health care, as well as other organizations (further - base of practice).

The general management and organization of student practice is entrusted to the head of practice from the university.

General and direct management of educational practice is carried out by the head of practice from the university department.

Scientific and methodical guidance of the university students' practice is carried out by medical Faculty for International Students.

During the internship, students undergo the instructions provided by law on labour protection, comply with the legislation on labour protection, the rules of internal labour regulations of the base of practice, rules and standards of medical ethics and deontology, requirements for safe work at the workplace.

In accordance with the schedule of the educational process, the student passes a differentiated credit to the head of practice from the department of the institution of education «Belarusian State Medical University» (further - university).

Differential credit is accepted if the student has a report on the implementation of the internship program (other materials provided for in the internship program, if necessary).

A student who has not completed the internship program and (or) received an unsatisfactory mark when passing a differentiated test is sent by order of the university rector again (no more than once) to undergo an internship in his free time from classes to complete the internship program in full.

The mark of practice is taken into account when summing up the results of intermediate certification of students.

THE CONTENT OF THE PRACTICE

During pharmaceutical propaedeutic practice, students visit pharmaceutical enterprises, first category pharmacies, pharmaceutical warehouses, control and analytical laboratories. They get acquainted with the organization of premises, their purpose, equipment, equipment. Study the sanitary and hygienic requirements for personnel.

They study the sanitary and hygienic requirements for premises intended for the manufacture, storage, and sale of medicines. Master the terminology and regulations governing pharmaceutical activities. Get acquainted with the peculiarities of storing medicines, medical devices and other pharmaceutical products.

During their internship in pharmacies, students acquire practical skills in cleaning premises, processing pharmaceutical glassware and auxiliary materials. They accept and label goods, monitor environmental parameters and storage conditions of goods.

This practice is a prerequisite for the study of all pharmaceutical disciplines. During the internship period, students are subject to all internal labor regulations of the practice base.

Students perform all types of work under the supervision of a supervisor.

INFORMATION AND METHODOLOGICAL PART

CALENDAR AND THEMATIC PLAN OF THE EDUCATIONAL PRACTICE

Name of activities	Number of hours		
	In class	IW	SIW
Study of sanitary and hygienic requirements for pharmacy staff. Familiarity with the organization of work of a self-supporting pharmacy of the first category.	6	4	1
Study of sanitary and hygienic requirements for premises intended for the manufacture, storage, and sale of medicines. Study of terminology, regulatory legal acts. Introduction to the organization of work in a first category pharmacy.	6	3	2
Studying the peculiarities of storing medicines, medical devices and other pharmaceutical products; carrying out acceptance inspection; monitoring environmental parameters in storage areas for medicines and medical devices; labeling of goods and their placement in storage areas.	6	4	1
Familiarization with the organization of the work of a pharmaceutical warehouse and control and analytical laboratory.	6	4	1
Study of the organization of work of a pharmaceutical enterprise.	6	3	1
Total:	30	18	6

LIST OF PRACTICAL SKILLS TO BE ACQUIRED DURING PRACTICE AND THE LEVELS OF THEIR MASTERING

Levels of mastering practical skills:

1 – know theoretically, be professionally oriented, know the indications for the procedure;

2 – know theoretically, evaluate, take part in the work of medical personnel;

3 – know theoretically, do it yourself.

№	Practical skills	Recommended	
		Quantity	Mastery level
1.	Cleaning the premises (areas) of the pharmacy	1	2,3

2	Processing and washing of pharmaceutical glassware	3	2,3
3	Carrying out acceptance inspection	1	2,3
4	Carrying out labeling of goods	3	2,3
5	Placement of various product groups at storage locations	1	2,3
6	Filling out temperature and humidity cards	1	1,2

THEMES AND FORMS OF SANITARY AND EDUCATIONAL WORK

During the internship, students prepare information for a stand located in the pharmacy service area on the proposed topics:

Sample list of topics:

1. Prevention of psycho-emotional stress
2. Healthy sleep
3. Youth and drugs
4. AIDS - the current state of the problem
5. Ways to prevent visual impairment.
6. Hardening the body as a means of promoting health
7. Drinking regime, water, tea, coffee.
8. Flu, ARVI - means of prevention

SAMPLE QUESTIONS FOR THE GRADED CREDIT

1. A set of pharmacy premises of the first category. Equipment for the workplace of a pharmacist-technologist (pharmacist-assistant).
2. A set of premises (zones) for a pharmacy of the second category.
3. A set of premises (zones) for pharmacies of the third, fourth, fifth categories.
4. Functions of a pharmacy (including a hospital pharmacy) of the first and second categories.
5. Functions of a pharmacy of the third, fourth, fifth categories.
6. Nomenclature of positions in pharmacy organizations.
7. Sanitary and epidemiological regime in the pharmacy.
8. Information for visitors in the sales area and on the façade of the pharmacy.
9. General principles and rules for storing medicines in pharmacies and pharmaceutical warehouses.
10. Organization of the pharmacy warehouse.
11. Features of organizing the storage of narcotic drugs, psychotropic substances and list A drugs.
12. Organization of processing of pharmaceutical glassware, auxiliary and closure materials in pharmacies.
13. The procedure for carrying out acceptance control in a pharmacy.

14. Information technologies in the activities of pharmacies and pharmaceutical warehouses.
15. Sanitary and epidemiological requirements for personal hygiene of pharmacy workers.
16. Pharmaceutical enterprises of the Republic of Belarus.
17. Organization of pharmaceutical production (classification of premises according to cleanliness classes). Terms and definitions according to Laws of the Republic of Belarus «About medicinal products» and «About healthcare»
18. Tasks and functions of the control and analytical laboratory.
19. Organization of the cold chain. Control of temperature and humidity in pharmacies and pharmaceutical warehouses.
20. Features of organizing the provision of medicines and medical products to departments of healthcare organizations.

TERMS AND DEFINITIONS FROM THE LAW OF THE REPUBLIC OF BELARUS “ON THE CIRCULATION OF MEDICINES” AND “ON HEALTHCARE”

1. Pharmacy.
2. Safety of the drug.
3. Health.
4. Quality of the drug.
5. Medicine.
6. Dosage form.
7. Medicine.
8. Industrial production of medicines.
9. Medicinal plant raw materials.
10. Efficacy of the drug.
11. Good pharmacy practice.
12. Good Manufacturing Practices.
13. Good storage practices.
14. Industrial production of medicines.
15. Shelf life of the medicinal product.
16. Pharmaceutical substance.
17. Pharmaceutical activities.
18. Pharmaceutical worker.

REQUIREMENTS FOR THE CONTENT OF REPORTING DOCUMENTS

During the practice, the student, under the supervision of the immediate supervisor from the department, completes the practice program.

During the practice, the student draws up a written report on the implementation of the educational practice program in accordance with Appendix 1.

The report on educational practice is signed by the student, the immediate supervisor of the internship from the department.

The report is prepared on A4 paper using the Ms Word application and is carried out in accordance with the requirements of the state standard STB 6-38-2004 for details, text, document design and data in tables.

Reports on students' educational practice are stored in accordance with the nomenclature of files of the department of the educational institution "Belarusian State Medical University", which is responsible for organizing educational practice.

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REPORT

on the implementation of **the educational practice « Pharmaceutical propaedeutic»**

Student _____
 Speciality _____
 Faculty _____
 Course, study group No. _____
 Duration of internship _____

№	List of practical skills	Recommended		Mastered	
		quantity	Mastery level	quantity (total)	Mastery level
1.	Cleaning the premises (areas) of the pharmacy	1	2,3		
2	Processing and washing of pharmaceutical glassware	3	2,3		
3	Carrying out acceptance inspection	1	2,3		
4	Carrying out labeling of goods	3	2,3		
5	Placement of various product groups at storage locations	1	2,3		
6	Filling out temperature and humidity cards	1	1,2		

Student _____
 (signature) Full name

Head
 of practice from the department

 (signature) Full name

AUTHORS:

Dean of the Faculty of Pharmacy, Doctor
of Biological Sciences, Professor

_____ 20__

Head of the Department of Pharmacy
Organization, Candidate of
Pharmaceutical Sciences, Associate
Professor

Senior Lecturer at the Department
of Pharmacy Organization



N.S. Gurina



O.V. Mushkina



A.S. Bakun

The design of the educational practice program and accompanying documents
meets the established requirements

Dean of the medical Faculty for
International Students of Educational
institution « Belarusian State Medical
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Head of practice at the educational
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O.S. Ishutin



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State medical University"

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O.R. Romanovskaya