



UNIVERZITA KARLOVA  
3. lékařská fakulta

In Prague, October 18<sup>th</sup>, 2024

**Subject:** Practical training of 4<sup>th</sup> year students

Dear Director,

on behalf of the Third Faculty of Medicine, Charles University, I would like to ask you for your approval of the practical training of a 4<sup>th</sup> year student of our faculty at your hospital.

The practical training shall comprise **2 weeks at Department of Internal Medicine**. We would like to ask you to kindly ensure specialized supervision for our student in accordance with the syllabi attached.

**Dates:**

- **Practical training at Department of Internal Medicine:** At the time of the summer holidays or during the examination period, before and after the summer holidays

If you need any more detailed information, please contact MUDr. Davida Marxe, Ph.D. (tel. +420 267 162 760) or our Study Department (Karolína Rosická; tel.: +420 267 102 140).

Thank you for your understanding, and we shall look forward to our future cooperation,

David Marx, M.D., Ph.D.  
Vice-Dean for Undergraduate Education and Student Affairs



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## 4<sup>th</sup> YEAR - STUDENT PRACTICAL TRAINING SYLLABUS FOR INTERNAL MEDICINE

*This syllabus is an integral part of the “Student Evaluation“*

**Practical training duration:** 2 weeks

**Scope of practical training:**

The purpose of the practical training is to make the student familiar with operation of the bed ward of the hospital and with the duties of a secondary doctor at the given department.

Another purpose of the practical training is to acquire or deepen some clinical skills, examination and therapeutic techniques.

All tasks and procedures shall be performed by the students under medical supervision.

1. Bedside: physical examination, medical history completion, keeping the medical record, epicrisis, discharge report, rounds.
2. Mastering the blood collection technique and collections of other biological materials. Mastering all kinds of injections and infusions.
3. ECG assessment including ECG curve description.
4. Blood transfusions. Indications, performing the procedure, documentation.
5. Gastric tube insertion technique, gastric lavage technique; assistance in thoracic puncture, ascites, etc.
6. Assistance in catheterization procedures, central venous cannulation and other special assessment methods, both invasive and non-invasive (gastroscopy, rectoscopy, sonography, echocardiography, ergometry, biopsy).
7. Radiography seminars and specialized seminars; reporting at seminars and rounds.
8. Stay (several days) at intensive care units and becoming acquainted with their operation.
9. At least 2 emergency shifts at an inpatient unit under the supervision of an experienced doctor.

**Signature, stamp and date:**



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4 <sup>th</sup> YEAR – EVALUATION REPORT OF THE STUDENT PRACTICAL TRAINING FROM INTERNAL MEDICINE				
<b>Student name:</b>				
<b>Practical training site:</b>				
<b>Practical training dates:</b>				
TYPE OF EVALUATION		EVALUATION SCORE +)		
<b>Personal Evaluation</b>				
Initiative	3	2	1	0
Responsibility	3	2	1	0
Independence	3	2	1	0
Ability of team work	3	2	1	0
Theoretical knowledge	3	2	1	0
<b>Clinical Skills</b>				
Medical history	3	2	1	0
Physical examination	3	2	1	0
Skillfulness (technical skills)	3	2	1	0
Determining the diagnosis	3	2	1	0
Determining the treatment programme and therapy	3	2	1	0
Oral presentation (e.g. during the major ward round)	3	2	1	0
<b>Professional Qualification</b>				
Professional conduct	3	2	1	0
Is familiar with his/her limits and knows when to seek advice of a senior colleague	3	2	1	0
Respects human dignity of the patient	3	2	1	0
Keeps medical secret	3	2	1	0
<b>FINAL EVALUATION OF THE STUDENT</b>				
Excellent				
Very Good				
Good				
Passed				
Failed				

+ ) Score: **3 points** – excellent; **2 points** – good (average);

**1 point** – Satisfactory (Below average), **0 points** – Not evaluable

**Signature, stamp and date:**