

**RULES AND REGULATIONS**  
**SUMMER STUDENT PLACEMENT**  
**English Dentistry Division**  
**Faculty of Medicine and Dentistry, Medical University of Warsaw**

**1. General information**

After each of four years of studies a student has to complete a summer practical placement:

**After the first year**

- Practical training in the field of healthcare management– (60 hours) (hospital ward)
- Practical training in medicine (general surgery, internal medicine or maxillofacial surgery) - (60 hours)

**After the second year**

- Practical training in dental assisting in dental outpatient departments or dental offices (120 hours).

**After the third year**

- Dental practice in a dental office (120 hours).

**After the fourth year**

- Dental practice in a dental office (120 hours).

The students have to print out the internship log and the program of the summer student placement from the English Dentistry Division, MUW website.

**NOTE!**

**If there is no possibility to undertake the summer student placement in the place of residence, Medical University of Warsaw provides payable accommodation in students' dormitories, which are paid by the student.**

**Members of the students' scientific clubs may undertake the summer student placement in clinics at which the scientific club is active or during the camps organized by the club. This rule does not apply to members of the scientific clubs at theoretical departments. The**

**Vice Dean awards the credit for the above mentioned summer student placement in whole or in part.**

**All students are insured against civil liability until September 30, 2023 - the Medical University of Warsaw concluded liability insurance contract No. 436000260276 with the STU ERGO Hestia in the academic year 2022/2023.**

**The institution accepting the student for the summer practical placement may request from the student the following:**

- a) the applicable framework plan of the summer student placement,
- b) the internship log,
- c) a valid health record book for sanitary and epidemiological purposes,
- d) a certificate of Hepatitis B vaccination,
- e) civil liability insurance (OC) and accident insurance (NNW),
- f) a certificate of work health and safety training, or request the student to undergo the work health and safety training,
- f) medical protection clothing,
- g) identifier.

## **2. Place of summer student placement**

It is recommended to complete the summer student placement in the medical units of the Medical University of Warsaw. The medical units may or may not have signed agreements with the MUW. The summer student placement can be completed in medical units in Poland or abroad. The units should provide the opportunity for students to complete the placement program as well as employ a person who can act and be appointed as a placement supervisor by the head of the unit.

**Summer student placement after the first year-** in public teaching hospitals or in hospital departments of healthcare centres.

A placement supervisor appointed by the Head /Director/ of a hospital should be:

- a nurse - healthcare management practical placement
- a medical doctor with 1<sup>st</sup> or 2<sup>nd</sup> degree of specialisation - medical practical placement in the field of general surgery, internal medicine or oral and maxillofacial surgery.

**Summer student placement after the second year (at dental units)** – a placement supervisor appointed by the head of the unit should be:

- a dentist, a nurse, a certified hygienist or a dental assistant.

**Summer student placement after the third and fourth year (at dental units)** – a placement supervisor appointed by the Head of the unit should be:

- a dentist with 1<sup>st</sup> or 2<sup>nd</sup> degree of dental specialisation.

### **Documents required for summer student placement (3 variants)**

1. In case of summer student placement in medical units that signed an agreement with the University, it is required to get a referral to the internship by the Dean of the Faculty of Medicine and Dentistry.
2. In case of summer student placement in units that do not have an agreement with the University, referral and approval of the Dean is required (application no. 1).
3. In case of summer student placement in units that require an agreement with the University, it is necessary to obtain a referral and the consent of the Dean (application no. 2)

### **3. The course of the summer student placement and obtaining the credit**

The Head of the medical unit where a student completes the summer student placement:

- sets the scope of duties and the schedule of the summer student placement,
- appoints an internship supervisor who supervises student's attendance and work and confirms the performance of individual activities in the student's internship log,

- credits the summer student placement by signing student's internship log and evaluates student's work and course of internship.

The student expresses his opinion on the course of the practical placement in the internship log.

**The Dean has the right to control the student's attendance at the place where he/she completes the summer student placement and the correctness of its course (visitation, telephone contact with the supervisor).** The absence of a student at work may be justified only by a documented sick leave. It is necessary to extend the summer student placement for a suitable period, if the sick leave lasts longer than a week.

**Confirmation of the completion of the summer training and achievement of the required learning outcomes in the internship log is mandatory in order to obtain the Dean's credit for the summer student placement.**