## **Vincent Pol University in Lublin**

## General rules of the practical training in the Faculty of Health Sciences

Clinical training are an integral, obligatory part of the course of studies.

The list of practical trainings with the number of hours is available on the university website.

Students can look for places where they can undergo practical training in accordance with the program on their own.

The university does not refund the cost of practical training.

The university has entered into agreements with institutions offering rehabilitation services in Lublin and Nałęczów.

Prior to beginning practical training, a student is required to undergo vaccination against hepatitis B.

Prior to beginning practical training, a student is also required to purchase a personal accident insurance (NNW) and liability insurance (OC).

Students with a valid insurance (e.g. employed students, athletes) are not required to purchase an additional insurance (the insurance which they have must meet the requirements of the university).

Prior to beginning practical training, a student is required to fill in two copies of practical training referral with a complete set of the required documents, in order to receive the acceptance of the selected institution, seals, and a signature on the referral.

Prior to beginning the first practical training, a student must obtain an practical training workbook. The workbook will contain a record of the practical training process. The workbook should be kept carefully, its content should be appropriate, relevant and legible. Each day of the practical training should be described separately and in full details. The quality of this workbook, both in terms of form and content, will have an influence on the final mark for the practical training.

While arriving at the place of a practical training for the first time, a student should have the signed referral from the university, safety clothes (a lab coat, a uniform), and an extra pair of shoes.

The company's practical training supervisor will be the person responsible for controlling a student during the practical training.

After completing practical training, the company's practical training supervisor evaluates the performance of a student in the practical training workbook.

The practical training tutor is required to be a graduate of a field of study corresponding to the area of physiotherapy. This requirement does not apply to the voluntary practical training.

The practical training workbook, a student record book, a record of achievements and a referral should be submitted in the Dean's Office.

The practical training performance will be evaluated by the Director of Practical Education, in case of physiotherapy - Krzysztof Sokołowski, PhD.

Exemption from undergoing an practical training.

If a student is employed, is conducting economic activity, or has already undergone an internship, s/he may request to be exempted from a practical training. In such case, the student should submit a request to the Director of Practical Education, Krzysztof Sokołowski, PhD, including detailed reasons for the exemption and documents confirming those reasons (a copy).

After completing the final practical training, a student obtains a clearance slip from the Practical Training Institute and is required to submit the clearance slip with the practical training workbook in the dean's office in the Faculty of Health Science.

In justified exceptional cases (e.g. pregnancy) it is possible to change the time of a practical training, or the order of undergoing it.