



Field Experience Specifications

Course Title:	Internship
Course Code:	401710-12
Program:	MBBS (program of medicine and surgery)
Department:	Internship Unit
College:	College of Medicine
Institution:	Taif University

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A. Field Experience Identification

1. Credit hours: 12 credit hours

2. Level/year at which this course is offered: Level 19, Internship one year 12 months

3. Dates and times allocation of field experience activities.

a. Dates: _____

- Every 1st of July for 12 months
- Every 1st February for 12 months

Full time for one year rotating between major clinical disciplines:

Internal Medicine: 2 months

Surgery: 2 months

Pediatrics: 2 months

Obstetrics and Gynecology: 2 months

Family Medicine: 1 month

Emergency Medicine: 1 month

Elective: 2 months; chosen by the intern and from a number of specialties

b. Times: _____

- Number of weeks: (Forty-Eight) week
- Number of days: (five days per week) day
- Number of hours: (eight hours daily) hour

4. Pre-requisites to join field experience (if any):

- 401615-8 surgery II
- 401524-5 Family medicine
- 401523-10 pediatrics
- 401616-8 obstetrics & gynecology
- 401620-9 medicine II
- 401624-2 Elective 1
- 401625-2 Elective 2

B. Learning Outcomes, and Training and Assessment Methods

1. Field Experience Learning Outcomes:

At the end of the field experience, medical intern student should be able to

CLOs		Aligned PLOs
1	Knowledge and understanding	
1.1	Demonstrate in depth and specialized body of knowledge in main areas of medical profession	K1
2	Skills:	
2.1	Demonstrate ability to perform core Entrusted Professional Activities (EPA) for medical intern according to the entrustability levels recommended by a project for development of intern phase of Saudi Medical colleges*.	S1, S2, S3, S4,S5,S9
2.2	Demonstrate the ability to use information from authentic sources (especially medical informatics) for development of patient management plans and for research.	S8, S6
2.3	Communicate effectively and appropriately with different professionals and family caregivers in the work environment through written and oral means	S7
3	Values:	
3.1	Exhibit integrity as the bedrock virtue and commitment to practice medicine in accord with the standards of intellectual and moral excellence	V1
3.2	Demonstrate appreciation and respect for diverse groups of professionals by engaging harmoniously with different stakeholders.	V1
3.3	Effectively collaborate and participate in the research, professional projects and groups, undertake leadership roles, and take high responsibility of the work	V2
3.4	Comply with workplace rules, regulations, and the principles of quality focus practice that contribute to fostering community quality life.	V4
3.5	Build a record of work experience demonstrating self-roles of being medical professional as practitioner, educator, and scientist.	V3

*Core EPAs for Saudi Medical interns include:

EPA1: obtaining a history and performing a physical examination.

EPA2: formulating a differential diagnosis after a clinical encounter

EPA3: Formulating and interpreting initial investigations based on diagnosis reasoning.

EPA4: Formulating and implementing a management plan

EPA5: presenting oral and written reports after a clinical encounter

EPA6: recognizing a patient requiring urgent or emergent care, providing initial management, and seeking help as needed

EPA7: performing procedures of general practitioner

2.Alignment of Learning Outcomes with Training Activities and Assessment Methods

Code	Learning Outcomes	Training Methods/Activities	Assessment Methods
1.0	Knowledge and understanding		
1.1	Demonstrate in depth and specialized body of knowledge in main areas of medical profession	Workplace training and assignments Morning meetings Group discussion Seminar	End of the rotation evaluation sheet
2.0	Skills		
2.1	Demonstrate ability to perform core Entrusted Professional Activities (EPAs) for medical intern according to the entrustability levels recommended by a project for development of intern phase of Saudi Medical colleges.	Workplace training and assignments Group discussion Case presentations Seminar	End of rotation evaluation sheet Intern Portfolio
2.2	Demonstrate the ability to use information from authentic sources (especially medical informatics) for development of patient management plans and for research.		
2.3	Communicate effectively and appropriately with different professionals and family caregivers in the work environment through written and oral mean		
3.0	Values		
3.1	Exhibit integrity as the bedrock virtue and commitment to practice medicine in accord with the standards of intellectual and moral excellence	Cooperative learning Workplace training and assignments Group discussion (Morning meetings, seminars, grand rounds,	End of rotation evaluation sheet Intern Portfolio Reflection paper evaluation rubrics
3.2	Demonstrate appreciation and respect for diverse groups of professionals by engaging harmoniously with different stakeholders.		
3.3	Effectively collaborate and participate in the research, professional projects and groups, undertake leadership roles, and take high responsibility of the work		
3.4	Comply with workplace rules, regulations, and the principles of quality focus practice that contribute to fostering community quality life.		
3.5	Build a record of work experience demonstrating self-roles of being medical professional as practitioner, educator, and scientist.		

3. Field Experience Learning Outcomes Assessment

a. Students Assessment Timetable

#	Assessment task*	Assessment timing (Week)	Percentage of Total Assessment Score
1	Direct observation of clinical behavior (EPAs)	Intern evaluation sheet (including P-MEX) is filled at the end of each rotation i.e after 4/8 week	90 %
2	Intern Portfolio Including case presentation, case reports, reflection paper, assignments, professional activities)	45 th week	10 %

*Assessment task (i.e., Practical test, oral test, presentation, group project, essay, etc.)

b. Assessment Responsibilities

#	Category	Assessment Responsibility
1	Teaching Staff	<ul style="list-style-type: none"> Monitor students' performance during their rotations. Hold regular meetings with the training place staff to ensure that students' assessment inquiries at the various clinical encounters required by the College are received and understood and to assist in resolving problems facing them. Assessment of intern portfolio according to its specific rubrics. Deal with problems facing students during their rotations
2	Field Supervisor	<ul style="list-style-type: none"> Continuous monitoring and evaluations shall be done by the training center staff according to departmental or institution guidelines. This might include daily checklists, logbooks, case presentations, morning handover, grand rounds, observation during procedures. such continuous evaluation will be the core for the end of rotation evaluation. After the completion of every rotation, the head of department will then prepare an evaluation report (as specified on the approved form), signed by the consultant supervisor who was responsible for the intern training and the academic and training affairs of the center. This will then be submitted to the Internship Unit. This report should include evaluation of professional skills, attendance and commitment, relations with patients, superiors and nursing staff. This report will be discussed by the consultant with the intern in order to acquaint the trainee with his/her professional strength points and draw backs. The intern then has to acknowledge the discussion by signing the report
3	Others (specify)	

C. Field Experience Administration

1. Field Experience Locations

a. Field Experience Locations Requirements

Suggested Field Experience Locations	General Requirements*	Special Requirements**
Enrolled hospitals should be selected based on	Structure standards address the system's inputs, such as the hospital beds	- To provide comprehensive care so

<p>complying with national and international quality standards as well as healthcare accreditation guidelines and Saudi Central Board for Accreditation of Healthcare Institutions (CBAHI) standards.</p>	<p>available, the manpower, the design of the hospital building, the availability of personal protective equipment for health workers, such as gloves and masks, and the availability of equipment and supplies.</p> <p>Activity and procedure standards (procedural) address the clinical and administrative activities or interventions carried out within the hospital in the care of patients or in the management of the hospital or its staff. Examples include patient assessment, patient education, medication administration.</p> <p>Outcome standards look at the assessment of the benefits of an intervention and whether the expected purpose of the activity was achieved. They provide information about whether predicted outcomes are being realized. Examples of outcome indicators include mortality rates, foreign object retained after surgery, air embolism, blood incompatibility, pressure ulcers, falls, vascular catheter-associated infection, catheter-associated urinary tract infection, and manifestations of poor glycemic control.</p>	<p>the interns complete the training experiences in all the training sites as planned in the internship-training plan.</p> <ul style="list-style-type: none"> - Training should support and comply with Saudi medical competencies and Taif University College of Medicine Graduate Attributes (TUCOMGA)
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*Ex: provides information technology ,equipment ,laboratories ,halls ,housing ,learning sources ,clinics etc.

**Ex: Criteria of the training institution or related to the specialization, such as: safety standards, dealing with patients in medical specialties, etc.

b. Decision-making procedures for identifying appropriate locations for field experience

Hospitals are selected according to the accreditation of the Saudi Commission for Health Specialties (SCFHS) , Saudi Central Board for Accreditation of Healthcare Institutions (CBAHI), Joint Commission International (JCI) or its equivalent.

2. Supervisory Staff

a. Selection of Supervisory Staff

Selection Items	Field Supervisor	Teaching Staff
Qualifications	Resident Fellow Attending physician Consultant	Assistant professor Associate professor Professor
Selection Criteria	<ul style="list-style-type: none"> ✓ Graduated from accredited institutions or recognized medical school ✓ Valid registration from Saudi Commission for Health Specialties. ✓ Certified TOT trainers 	<ul style="list-style-type: none"> ✓ Representatives of college clinical departments ✓ Attended orientation sessions and workshops for orientation about intern bylaw, role, and

	<ul style="list-style-type: none"> ✓ Positive interns feedback reports ✓ Three key elements of clinical supervision have to be identified: <ol style="list-style-type: none"> 1. Clinical oversight to lead, guide and support the intern to ensure patient safety. 2. Clinical teaching to enable Interns to develop the competence and knowledge required for responsible practice. 3. Intern management to ensure that interns are safe and well in their work 	<p>responsibilities, feedback process and how to deal with different situation facing intern students.</p> <ul style="list-style-type: none"> ✓ Positive intern feedback reports ✓ Have position, link or communication channel with the training hospital.
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b. Qualification and Training of Supervisory Staff

(Including the procedures and activities used to qualify and train the supervisory staff on supervising operations, implementing training activities, the follow-up and evaluation of students, etc.)

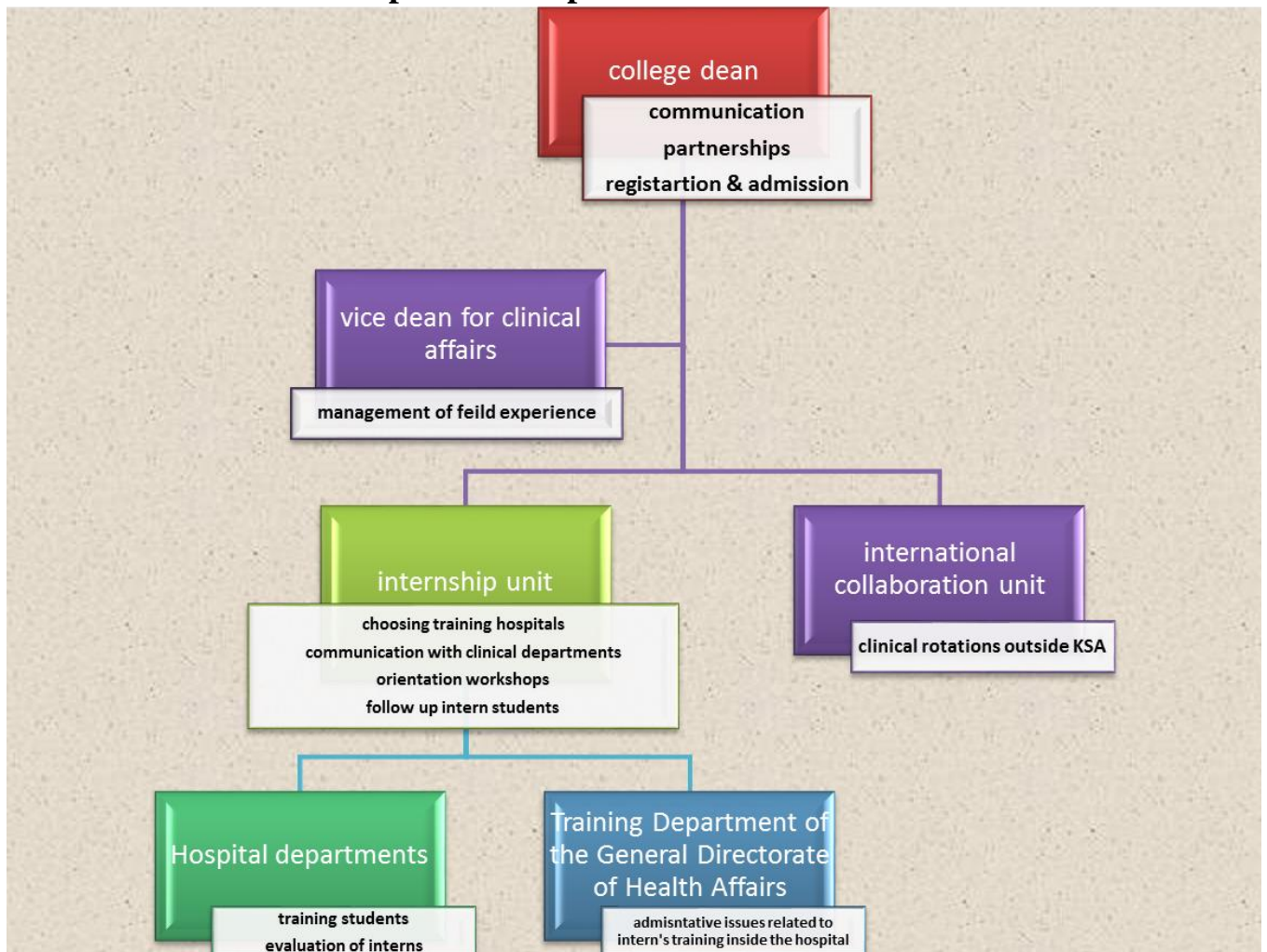
Timing	Activities	Target	responsible
Before starting the internship year	Orientation workshops about the following: Internship by law, rules and regulations. Introducing Field experience specification Learning outcomes Training activities and assessment Rights and responsibilities of intern Available educational and training areas Guidance and support activities for students	Intern students Teaching staff Field supervisors	College vice dean for clinical affairs Internship unit
During the year	Provide supervision to the medical interns at a level appropriate to their level of training. The Supervisor will provide professional education and clinical training to interns including ethical issues, career guidance, self-education, etc. Follow up students' assessment after each rotation to follow college regulations. Orientation on how to prepare portfolio	Hospital departments Intern students	Internship unit
After the end of the year	Orientation workshop on assessment of student's portfolio	Teaching staff	Internship unit

3. Responsibilities

a. Field Experience Flowchart for Responsibility

including units, departments, and committees responsible for field experience, as evidenced by the relations between them.

Field experience responsibilities flow chart



Field experience operational flow chart



b. Distribution of Responsibilities for Field Experience Activities

Activity	Department or College	Teaching Staff	Student	Training Organization	Field Supervisor
Selection of a field experience site	✓	✓	✓		
Selection of supervisory staff	✓		✓	✓	✓
Provision of the required equipment				✓	✓
Provision of learning resources	✓	✓		✓	✓
Ensuring the safety of the site		✓	✓		✓
Commuting to and from the field experience site			✓		
Provision of support and guidance	✓	✓		✓	✓
Implementation of training activities (duties, reports, projects,	✓	✓		✓	✓
Follow up on student training activities	✓	✓		✓	✓
Adjusting attendance and leave	✓	✓		✓	✓
Assessment of learning outcomes	✓	✓		✓	✓
Evaluating the quality of field experience	✓	✓		✓	✓
Others (specify)					

4. Field Experience Implementation

a. Supervision and Follow-up Mechanism

Head and coordinator of internship unit is responsible to make follow up for assigned task from the students during the whole clinical experience and each rotation / intern

- Regular visit (one/month) secluded by the internship unit staff from the beginning of training period in the training site to follow up the student's performance and to determine the effectiveness of training plan and to ensure the compilation of all intended learning outcome.
- At the end of every rotation, the intern's performance will be assessed using the Evaluation Form, which is based on continuous competency monitoring by hospital staff at the training center.

Intern coordinator will do the following: -

- Receive interns.

- Organize orientation.
- Organize regular meetings with the interns.
- Ensure interns are given timely feedback on performance and assured of confidentiality.
- Ensure internship forms & portfolio are filled and sent to the unit on time.
- Identify exceptional interns for recognition.
- Recognize the difficult intern and notify the Board early.
- Participate in disciplinary procedures of any difficult interns.
- Chair meeting of Specialists to assess performance of the intern.
- Ensure objective and fair assessment of the interns.
- Maintain records of meetings, issues and occurrences.
- Ensure matters related to interns' welfare are met.
- Ensure interns are assessed immediately after the rotation.

The required assignments, projects, and reports:

- Presentations during morning meetings
- Recording histories, patient notes, operation notes, discharge summaries
- Where possible take part in research going on in the ward/ department
- Performing minor procedures as allowed by the seniors and according to hospital regulations

e. Intern portfolio

5- Follow up with students.

Receiving feedback of students through several channels:

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- Via Assigned faculty in the field
- Direct contact feedback at workplace
- Via mobile phone.
- Via interviews
- Via e-mail & link of google form

b. Student Support and Guidance Activities

According to Training Regulations Bylaw at College of Medicine Taif University, intern students will receive guidance and support during the whole year until finalization of all requirements.

- Proper orientation before start of the training activities
- Continuous Follow up during the clinical rotation for identification of intern's experience difficulties during the prevocational years. Most problems, when appropriately identified and managed, can be resolved by the Supervisor, intern coordinator and teaching staff working with the intern.
- Identification of interns with significant difficulties including disappearing act, low work rate, rigidity, career problems or unprofessional act and dealing with them according to the training bylaw, assessing the situation severity and taking actions.
- Dealing with distress intern and helping them to overcome stress and career advising.
- Continuous feedback on time for intern students about their achievements

5. Safety and Risk Management

Potential Risks	Safety Actions	Risk Management Procedures
Exposure to infectious and hazardous material	Use of Personal protective equipment awareness and training. Notification of accidental exposure.	PPE availability. Training and drills. Certificates of training. Training on exposure processes.

Fire & Safety risk	Training and drills	Evacuation training Use of fire extinguishers training
Radiation hazard.	Personnel measurement devices. Protective lead aprons and devices.	Radiation exposure minimization training.

G. Training Quality Evaluation

Evaluation Areas/Issues	Evaluators	Evaluation Methods
Effectiveness of training and assessment	Supervisory staff Students Program leaders	Direct (Student's achievement) Indirect Employment rate Students' questionnaire
Extent of achievement of course learning outcomes	Supervisory staff Students stakeholders	Direct Student's achievement Indirect (Student's questionnaire) Stakeholders' evaluation of student's performance
Quality of learning resources	students	Indirect (questionnaire)

Evaluation areas (e.g., Effectiveness of Training and assessment, Extent of achievement of course learning outcomes, Quality of learning resources, etc.)

Evaluators (Students, Supervisory Staff, Program Leaders, Peer Reviewer, Others (specify))

Assessment Methods (Direct, Indirect)

E. Specification Approval Data

Council / Committee	College council (7th)
Reference No.	50782
Date	24/10/1443 H