



**Campus Bio-Medico
University of Rome**
Departmental Faculty
of Medicine and Surgery

**Medical and Dental
Surgeons Association
of the province
of Rome**

**Assessment of the clinical placement of the State Qualifying Exam
for the profession of Medical Doctor of Surgery**

**STUDENT'S EVALUATION BOOKLET
ASSESSMENT RECORD OF CLINICAL PLACEMENT
IN GENERAL PRACTICE**

Student _____

Coordinating Tutor Dr./ Prof. _____

Doctor's Office _____

Instructions for compilation of a clinical placement record

General rules

As decreed in article 3 of the DM, May 9, 2018 n. 58, the clinical placement:

1. Is aimed at ascertaining the student's skills, both in terms of knowing what to do and how to be a doctor, which involves applying biomedical and clinical knowledge to medical practice, resolving professional and medical ethics problems, demonstrating aptitude in solving clinical problems affecting medicine and surgery with related specialties, laboratory diagnostics and public health tools, and how to apply effective communication;
2. lasts three months in total, and starts no earlier than the fifth year of the course, provided that all the basic exams in the first four years are passed according to the course regulations, and is organized according to the course's study plan;
3. it takes place for enough hours to correspond to at least 5 ECTS for each month (each ECTS being reserved for the clinical placement must correspond to at least 20 hours of practical teaching activity and no more than 5 hours of individual study), and it is divided into the following periods, also non-consecutively: one month in the area of surgery, one month in the the area of medicine, and one month in general medicine (at the general practitioner's clinic), which must not be held before the sixth year of the course;
4. certification of attendance and assessment of the clinical placement is conducted under the direct supervision of the university professor or medical director, responsible for the program attended by the student, and the general practitioner. they will issue a formal attestation of attendance and, after evaluating the required skills, if met correctly, a pass grade will be awarded on their record handbook, highlighting the activities carried out and in the assessment part, the skills demonstrated;
5. the placement should only be considered passed if the pass or fail criteria for each of these three periods is met.

Specific rules

1. Each medical or surgical clinical placement can be carried out in various clinical wards in the medical or surgical areas, as decreed in the Course's teaching rules. In this case, each tutor will judge the student, leading to an evaluation of the student's overall assessment by the coordinating tutor of the medical or surgical areas;
2. The clinical placement can be done during any month - when teaching is usually not done (generally January, February, June, July, August, and September), to reach the 100 hours, certifiable for the purposes of the DM.

Guiding Principles of the Assessment

The principles which inspire the assessment's criterias for "knowing how to do" medicine, and "knowing how to be" a physician, are geared at characterizing the maturity and awareness of a student's professionalism and the professional identity acquired during the last two years of the Course. This includes the student's knowledge and ability to work with scientific evidence, and his or her clinical, communication, and correct clinical reasoning skills. Also included are the student's increasing ability to care patients, commitment to honesty, integrity, enthusiasm about medicine, ability to cooperate with different professional figures active in the care team, and finally commitment to achieving excellence.

These principles inspire the assessment grid inside this record

Tutors should be aware in such clinical placements, as in other professional activities in the MD course, of their active role in improving and promoting these skills, which will be subsequently evaluated. Effective results can be achieved through a strong commitment between the student-teacher educational agreement, in the context of daily clinical practice.

Implementation rules

Attendance to the practical assessment placement commences upon presentation of a special application, completed by the student, and to be handed to the Academic Services of the Course of Medicine and Surgery. The student must enclose a copy of a valid identity document. The student will be assigned the medical and surgical departments and the General Practitioner that the student will attend, on the basis of the course's teaching organisation and the didactic regulations. The academic services will check the validation of the declarations contained in the applications, in accordance with the regulations in force.

The student will be given, in sequence, three booklets, one for attendance in the medical area, one for attendance in the surgical area, one for attendance at the general practitioner's affiliated with the NATIONAL HEALTH SYSTEM (SSN). The student's performance of the practical-assessment placement must include 100 hours of attendance for each month; these periods of attendance, in compatibility with the teaching organisation of the degree course, need not necessarily coincide with the duration of one calendar month; even the succession between the different periods, for each student, diversified successions in the different areas will be accounted for, so as to enable the activities to be carried out correctly in accordance with didactic course organisation, the exception is that the general practitioner's traineeship may only be carried out in the sixth year of the course.

The days and times of attendance will be noted in the booklet, describing the activities carried out, including reflections on what was done and observed. The booklet will be countersigned by the departmental tutor and the coordinating tutor. The student will declare that he/she has received a progress report from the tutor on the progress of the placement by signing in the space provided in the booklet.

The departmental tutor will inform the student about the outcome of the attendance, particularly highlighting any non-positive feedback, so that the student can improve in the following monthly period. The coordinating tutor for the medical or surgical area, identified by the Course Council, after assessing the intermediate judgements of the other tutors, will be responsible for formulating the final judgement of suitability or unsuitability, informing the student of the overall judgement on the month's placement completed. In case of ineligibility, the student will be required to repeat attendance and have a new grade on the same month.

The coordinating tutor will keep the booklet containing the student's diary, intermediate judgments and final collegial judgment; he/she will be responsible for sending this document to the administrative office. The administrative office, after receiving the three booklets referring to the three areas of the evaluative practical record, verified that the three months have passed, will place them in the student's file.

The board of commission of the master's degree program in medicine and surgery will annually appoint faculty mentor coordinators, who are in charge of the operating units and will be responsible for certifying internships in the medical and surgical areas. General practitioners affiliated with the SSN will be identified in agreement with the order of physicians, based on specific agreements stipulated between the order of physicians and the University.

Specific resolutions of the degree program/teaching area council and the above-ordered bodies of the university will define the operational arrangements for the conduct of the practical evaluation internship within the educational pathway.

FINAL ASSESSMENT OF THE CANDIDATE FOR THE CLINICAL PLACEMENT IN THE SURGICAL AREA BY THE COORDINATOR

Student: _____

Tutor Dr. / Prof.: _____

Candidate Assessment

For a POSITIVE EVALUTION use a letter score with the following values: A: Excellent, B: Very good, C: Good, D: Satisfactory, E: Sufficient, F: Insufficient. For a NEGATIVE EVALUATION use the letter F.

Aspects of the medical profession	Evaluation
He/she implements good practices of the doctor-patient relationship, knows how to greet and assist patients and knows how to structure the consultation (conversation, relationship, information, clarity, consent acquisition).	
He/she has the ability to take the case history and perform an objective examination both in an outpatient and in an ambulatory setting.	
He/she knows and can apply a clinical/predictive reasoning; he/she has the ability to identify the reasons of the request, the nature and the priority of the issue.	
He/she is able to assess urgencies and to identify needs for hospitalisation.	
He/she is able to propose diagnostic hypotheses and to identify the first level diagnostic tests with higher sensitivity and specificity to definitely confirm or deny the hypotheses made.	
He/she can understand laboratory tests.	
He/she can understand diagnostic imaging examination reports.	
He/she focuses on decision-making processes related to prescribing proper treatment and seeking a specialist's advice.	
He/she is able to know how to carry out follow-up activities on the therapeutic compliance of the patient and to plan monitorings and follow-ups.	
He/she is familiar with the problems of the chronic patient with comorbidity on multi-drug therapy.	
He/she demonstrates knowledge and awareness about the organization of the national and regional health systems.	
He is able to use the computerized medical record and knows the information systems of the National and Regional Health Service and about the main bureaucratic and prescriptive rules.	
He/she knows how to indicate preventive actions, health promotion and correct lifestyles.	
He/she respects shift's start and end times, dresses appropriately for the role and brings all the necessary tools.	
He/she demonstrates knowledge and awareness of the general practitioner's office's rules.	
He/she interacts properly with secretaries and nurses of the general practitioner's office.	
He/she demonstrates an active and collaborative attitude (asks questions, proposes himself/herself to do activities).	

Final assessment for the clinical placement in the SURGICAL Area

QUALIFIED	NOT QUALIFIED
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Surgical Area coordinating tutor's signature _____ Date _____