



# **„CAROL DAVILA” UNIVERSITY OF MEDICINE AND PHARMACY” of BUCHAREST**



**APPROVED SENATE,  
26.10.2021**

**APPROVED CA,  
25.10.2021**

## **REGULATION FOR THE ORGANIZATION AND PERFORMANCE OF SPECIALIZED INTERNSHIP IN THE “CAROL DAVILA” UNIVERSITY OF MEDICINE AND PHARMACY OF BUCHAREST**

The regulation for the organization and performance of the specialized internship has been drafted having as basis the legislative framework represented by:

- Law of National Education no. 1 / 2011, with the subsequent modifications and completions;
- Law no. 288 / 2004 concerning the organization of university studies, with the subsequent modifications and completions;
- Decision no. 1175 / 2006 concerning the organization of bachelor's degree studies and approval of the list of fields and specializations from it the Order of MS and MECT 1515 / 2007 concerning the specialized internship specific to the Universities of Medicine;
- Law 258 / 2007 concerning the internship of students;
- Order of MS no. 140 / 2007 concerning the approval of Methodology based on which the collaboration between hospitals and the medical upper education institutions, respectively the medical education units is done;
- Order of MEC no. 3235 / 10.02.2005 concerning the organization of the cycle of bachelor's degree studies;
- Decision 1720 / 2006 of the European Parliament and Council referring to the action program “Learning during life” 2007 – 2013;
- Order of MECT no. 3666 / 2012 – Code of student's rights and obligations;
- Charta of the “Carol Davila” University of Medicine and Pharmacy of Bucharest;
- University Code of student's rights and obligations of the “Carol Davila” University of Medicine and Pharmacy of Bucharest <https://umfcd.ro/studenti/norme-legale/codul-studentului/>

### **General principles**

**Art. 1.** This regulation applies in the “Carol Davila” University of Medicine and Pharmacy of Bucharest (hereinafter called UMFCd) and contains the general framework for the organization and performance of the specialized internship from the programs of bachelor's degree studies.

**Art. 2.** This regulation has as main purpose the definition of conditions for the performance of students' specialized internship in the correctness and lawfulness parameters.

**Art. 3.** In UMFCd, the students' specialized internship has the following main objectives:

- consolidation of theoretical knowledge and training of practical skills of the student to apply it according to the specialization for which he / she trains;
- promotion of medical science in the spirit of moral values and standards, mobility of persons within European and worldwide context;
- adaptation of practical knowledge and skills of students to the labor market specific to the medical field;
- research and valorization of possibility for the employment of graduates, depending on the obtained skills and training.

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### **Chapter I.**

#### **Organization and performance of specialized internship**

**Art. 4.** The specialized internship is a compulsory discipline, contained in the curriculum of each program of study, beginning with 1<sup>st</sup> year and up to the 5<sup>th</sup> year.

**Art. 5.** The specialized internship is credited with ECTS credits and takes place, after the end of the summer examination session, for a period of 2 – 4 weeks (excepting the terminal years), or during the semesters depending on the specific of each program of study, based on some specific mentions established at the level of each faculty, according to the legal provisions in the field.

**Art. 6.** The students' specialized internship can take place in hospitals, clinics, medical laboratories, other medical units or institutions from the medical field, etc., from the country or abroad. To perform the specialized internship abroad, the students will submit to the deanship the request to obtain the acceptance for the performance of specialized internship abroad.

**Art. 7.** The specialized internship can be done by exchange programs, national or international, of the type of academic mobility.

**Art. 8.** In exceptional cases (natural calamities, epidemics / pandemics, emergency condition, etc.), the Board of Directors of UMFCB can decide on other methods for the performance of specialized internship.

**Art. 9.** Besides the specialized internship as compulsory discipline provided in the curriculum, students can perform other internships anytime during the bachelor's degree or master's degree years of study, with the condition of not affecting the academic training program. The performance of these internships does not represent motivation for the absences from the activities provided by the university curricula or for the failure to fulfill the academic obligations.

**Art. 10.** The parties involved in the organization and performance of specialized internship are:

- “Carol Davila” University of Medicine and Pharmacy of Bucharest, by the 4 faculties, acting as organized and coordinator of specialized internship;
- a medical unit / institution;
- student – who performs specialized practical activities according to the specialization for which he / she trains;

**Art. 11.** The specialized internship takes place during the period specified in the structure of the university year. The failure to perform the specialized internship during the provided periods leads to consider it a retake.

**Art. 12.** The rescheduling of the retake specialized internship is done on grounded reasons, with the approval of the deanship.

**Art. 13.** The students will perform the specialized internship based on an application approved by the faculty deanship.

**Art. 14.** The presentation of student at the practical activity location is done based on an address issued by the faculty deanship to the partner institution accompanied by the assessment file.

**Art. 15.** To apply this regulation, the faculties will draft personal application instructions specific to the programs of study which will contain details concerning the organization and performance of the specialized internship, such as:

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- appointment of persons in charge with the specialized internship (professors), for each year of study;
- conditions for the performance of specialized internship, depending on the specific of study programs, in hospitals, clinics or other medical units from the country (of Bucharest or other localities) or abroad;
- method for the distribution of students for the performance of specialized internship;
- performance method for the specialized internship and supervision of students' activities;
- number of hours of specialized internship established by the faculty;
- method for the registration of activities performed by students during the specialized internship (internship notebook);
- assessment method for the skills obtained by the student during the specialized internship;
- other elements relevant for this activity.

**Art. 16.** The students who have performed the specialized internship in specialized units from outside the country, will present for the final assessment, the internship notebook (in English), signed at the end of the period by a person under which coordination the internship has taken place, as well as a certificate from the unit head, which certifies the period and contains a general appreciation of the student's activity (in English).

### **Chapter II. Recognition and assessment of specialized internship**

**Art. 17.** The recognition of passing the specialized internship is done by granting the transferable credit points according to the curriculum.

**Art. 18.** The assessment of the practical activity ends by granting a grade, taking into account the appreciations of the practical supervisor from the assessment file, the practical notebook and other requirements provided in the application instruction specific to each faculty.

**Art. 19.** The student who has had unjustified absences is not admitted for examination. He / she is obliged to redo the outstanding activity and to fill in the practical notebook having the possibility to present to the examination in a subsequent session. The student who is not present at the final examination is noted as absent in the examination catalogue.

**Art. 20.** The specialized internship performed abroad within the program “Learning during life” will be recognized as program of internship in the regard of this regulation, based on the presented documents.

**Art. 21.** The centralization of assessment files will be done by the professor in charge with the specialized internship established by each faculty for each year of study.

### **Chapter III. Final provisions**

**Art. 22.** This Regulation can be modified and filled in by decisions of the Senate of the “Carol Davila” University of Medicine and Pharmacy of Bucharest upon the proposal of the Board of Directors or professor councils of faculties.

**Art. 23.** This regulation will be communicated to the students each academic year, 30 days before the beginning of the specialized internship.

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