



**UNIVERSITÀ
CATTOLICA**
del Sacro Cuore



**SINGLE-CYCLE MASTER'S DEGREE COURSE
MEDICINE AND SURGERY (LM-41)**

**Evaluation of the clinical clerkship for the
Medical License in Italy
(Valutazione del tirocinio pratico valutativo
per l'abilitazione all'esercizio della professione
di Medico Chirurgo di cui al D.M. 9 maggio
2018, n. 58)**

Instructions for completion of the practical training evaluation booklet

General rules

From the art. 3 of Ministerial Decree (May 9, 2018 n. 58) the practical-evaluation training:

1. The practical training is aimed at ascertaining the student's abilities related to knowing "how to do" and "how to be" a doctor. This consists in applying biomedical and clinical knowledge to medical practice, in resolving ethical issues, in demonstrating aptitude to solve clinical problems related to the areas of medicine and surgery and related specialties, laboratory and instrumental diagnostics and public health, and to apply the principles of good and clear communication.
2. The practical training is organized in three months. It will be done not before the fifth year of the course and after all the fundamental exams of first four years. The practical training is organized according to the laws and educational regulations of each study course.
3. The practical training is based on 5 CFU for each month (for each CFU must correspond at least 20 hours of professionalizing teaching activity and no more than 5 hours of individual study) and is divided into the following periods, even non-consecutive: one month in the surgical area, one month in the medical area, one month in the area of general medicine, during the sixth year of the course, at the office of a general practitioner.
4. The practical training certification of attendance and evaluation is under the direct responsibility of the university professor or medical director, responsible of the structure attended by the trainee, and the general practitioner, who issue a formal certificate of attendance and express, after having evaluated the results relating to the skills demonstrated, in the positive case, a judgment of suitability, on this diary-booklet, which is divided into a descriptive part of the activities performed and an evaluation part of the competences demonstrated.
5. The practical training certificate is obtained only in the case of achievement of a positive evaluation for each of the three periods.

Specific rules

1. The practical training in medical or surgical area can also be carried out in different divisions of the medical area or surgical area, as established by the Educational Regulations of the University. In this case, each Tutor of the different divisions will issue a synthetic judgment on the student, from which will derive the judgment of overall evaluation of the candidate, **by the Tutor coordinator of medical and/or surgical area.**
2. The practical training internship is performed also during the months in which teaching activities are not normally carried out (generally January, February, June, July, August, and September) to reach the 100 hours certifiable for the purposes of the Ministerial Decree.

The Inspiring Principles of the Evaluation

The principles that inspire the criteria of the evaluation of "how to do" and "how to be" are aimed at characterizing the level of maturation and awareness of one's professionalism and one's professional identity that the student acquires over the last two years of attendance, both in the field of their clinical skills, with regard to scientific knowledge and evidence, clinical skills, communication skills and the correct clinical reasoning skills, both as regards the increase of personal skills to know how to take care of patients, commitment to honesty, integrity and enthusiasm in the practice of medicine, the ability to relate to the various professional figures who play an active part in the care team, and the commitment to achieve the excellence.

These principles inspired the evaluation grid present in the booklet.

Tutors must be aware that these internships, as the other professional activities of the Degree Course, must, at the same time, be able to promote these skills in students who will subsequently be evaluated. Effective results can be achieved through a strong commitment within the teacher-student training pact, in the context of daily clinical practice.

Implementing Rules

The frequency to the practical evaluation training begins upon presentation of a specific request, completed by the student, to the Teaching Office of the School of Medicine and Surgery. The student must attach a copy of a valid identity document. The student will be assigned to the medical and surgical departments and the general practitioner, based on the didactic organization and regulation of the course itself. The Didactic Secretariat will check the truthfulness of the declarations contained in the requests, in accordance with current legislation.

Three booklets will be given, in sequence, to the student. One for attendance in the medical area, one for attendance in the surgical area, one for attendance at the general practitioner's office. The student will have to complete 100 hours of practical/evaluation training; these periods of attendance, compatibly with the Teaching Organization of the Degree Course, do not necessarily have to coincide with the duration of one month; also the succession between the different periods, for each trainee, will be consequent to the didactic organization of the Degree Course and will have to allow diversified succession in the different areas, in order to allow the correct carrying out of the activities, except the internship with medical doctor that can be carried out exclusively in the sixth year of the course.

In the booklet the days and times of the frequencies will be noted, describing the activities carried out also describing ideas on what has been done and observed. The booklet will be countersigned by the department's Tutor and by the coordinating Tutor. The trainee student will declare that he has received an "in itinere" opinion from the Tutor concerning the progress of the internship, signing in the appropriate space in the booklet.

The Department's Tutor will provide information to the trainee on the attendance itself, highlighting all non-positive feedback, in order to improve during the period of training. The Teacher Tutor Coordinator of the medical or surgical area, identified by the Council of the Degree Course, after having evaluated the intermediate judgments of the other Tutors, will be responsible for formulating the final judgment of suitability or inadequacy, communicating the judgment to the trainee overall monthly training period. In the event of non-suitability, the trainee will be required to repeat the frequency and have a new judgment on the same month.

The coordinating Tutor will keep the booklet containing the student's diary, the intermediate judgments and the final joint judgment. The coordinating Tutor will take care of sending this document to the Teaching Office of the School of Medicine and Surgery. The Teaching Office, after having received the three booklets referring to the three areas of practical evaluation, having verified that the three months have been exceeded, will insert them in the student's file.

The Council of the Degree Course in Medicine and Surgery will nominate the coordinating Teacher Tutors, Chiefs of operational units, who will have the task of certifying the internship in the medical and surgical area. General practitioners affiliated with the "National Health System" will be identified in agreement with the Local Order of Physicians, based on specific conventional acts stipulated between the Order of Physicians and the University.

Specific resolutions of the Degree Course Council/Council for the Didactic Area and of the organs ordained above the University define the operating procedures for carrying out the practical-evaluation internship within the training course.

Evaluation

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient; F: Insufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
The student is able to put into practice the principles of the patient-doctor relationship: medical interview, contact, information, clarity, acquisition of consent	
The student is capable to obtain medical history and perform a physical examination in the outpatient context	
The student has knowledge and capacity to apply the clinical reasoning: to distinguish between primary urgent complaints and secondary problems; to suggest a diagnostic hypothesis and to individualise the diagnostic methods of greater specificity and sensitivity to confirm or reject the hypothesis	
The student is skilled to interpret the laboratory exams	
The student is skilled to interpret the medical reports of the diagnostic imaging examinations	
The student is oriented in decision-making regarding the pharmacological treatment	
The student is able to compile the report of hospital admission/discharge and to write a discharge letter	
The student is able to judge the appropriateness of the hospital discharge and to suggest the rehabilitation solutions or recovery in other facilities	
The student is capable to frame the reason of hospitalization taking into account possible chronic illnesses, further critical conditions and patient's frailty	
The student is able to demonstrate the skills of prevention and sanitary education	
The student demonstrates the knowledge and awareness of the National Healthcare System and Local Healthcare System	
The student respects the shift schedule, wears appropriate clothes and is well-equipped	
The student shows knowledge and awareness of the ward and/or ambulatory	
The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Signature of the Tutor (1): _____

Evaluation

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient; F: Insufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
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The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Signature of the Tutor (2): _____

TUTOR OF THE WARD - MEDICINE (3) _____

Confirmation of the student's attendance and the performed activity

date	Time from ... to ...	hours	Performed activity	Student's signature

Temporary evaluation of the internship

The student declares that he/she has received a temporary evaluation of the internship by the tutor

date	Student's signature

Evaluation

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
The student is able to put into practice the principles of the patient-doctor relationship: medical interview, contact, information, clarity, acquisition of consent	
The student is capable to obtain medical history and perform a physical examination in the outpatient context	
The student has knowledge and capacity to apply the clinical reasoning: to distinguish between primary urgent complaints and secondary problems; to suggest a diagnostic hypothesis and to individualise the diagnostic methods of greater specificity and sensitivity to confirm or reject the hypothesis	
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The student demonstrates the knowledge and awareness of the National Healthcare System and Local Healthcare System	
The student respects the shift schedule, wears appropriate clothes and is well-equipped	
The student shows knowledge and awareness of the ward and/or ambulatory	
The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Signature of the Tutor (3): _____

Final evaluation of the MEDICAL Clerkship

Student _____

Tutor coordinator Dr./Prof. _____

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
The student is able to put into practice the principles of the patient-doctor relationship: medical interview, contact, information, clarity, acquisition of consent	
The student is capable to obtain medical history and perform a physical examination in the outpatient context	
The student has knowledge and capacity to apply the clinical reasoning: to distinguish between primary urgent complaints and secondary problems; to suggest a diagnostic hypothesis and to individualise the diagnostic methods of greater specificity and sensitivity to confirm or reject the hypothesis	
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The student is able to demonstrate the skills of prevention and sanitary education	
The student demonstrates the knowledge and awareness of the National Healthcare System and Local Healthcare System	
The student respects the shift schedule, wears appropriate clothes and is well-equipped	
The student shows knowledge and awareness of the ward and/or ambulatory	
The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Final evaluation of the MEDICAL Clerkship

SUITABLE	NOT SUITABLE
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Signature of the Coordinator of MEDICAL Area _____

Date _____

TUTOR OF THE WARD - SURGERY (1) _____

Confirmation of the student's attendance and the performed activity

date	Time from ... to ...	hours	Performed activity	Student's signature

Temporary evaluation of the internship

The student declares that he/she has received a temporary evaluation of the internship by the tutor

date	Student's signature

Evaluation

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient; F: Insufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
The student is able to put into practice the principles of the patient-doctor relationship: medical interview, contact, information, clarity, acquisition of consent	
The student is capable to obtain medical history and perform a physical examination in the outpatient context	
The student has knowledge and capacity to apply the clinical reasoning: to distinguish between primary urgent complaints and secondary problems; to suggest a diagnostic hypothesis and to individualise the diagnostic methods of greater specificity and sensitivity to confirm or reject the hypothesis	
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The student demonstrates the knowledge and awareness of the National Healthcare System and Local Healthcare System	
The student respects the shift schedule, wears appropriate clothes and is well-equipped	
The student shows knowledge and awareness of the ward and/or ambulatory	
The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Signature of the Tutor (1): _____

Evaluation

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient; F: Insufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
The student is able to put into practice the principles of the patient-doctor relationship: medical interview, contact, information, clarity, acquisition of consent	
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The student respects the shift schedule, wears appropriate clothes and is well-equipped	
The student shows knowledge and awareness of the ward and/or ambulatory	
The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Signature of the Tutor (2): _____

TUTOR OF THE WARD - SURGERY (3) _____

Confirmation of the student's attendance and the performed activity

date	Time from ... to ...	hours	Performed activity	Student's signature

Temporary evaluation of the internship

The student declares that he/she has received a temporary evaluation of the internship by the tutor

date	Student's signature

Evaluation

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
The student is able to put into practice the principles of the patient-doctor relationship: medical interview, contact, information, clarity, acquisition of consent	
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The student shows knowledge and awareness of the ward and/or ambulatory	
The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Signature of the Tutor (3): _____

Final evaluation of the SURGICAL Clerkship

Student _____

Tutor coordinator Dr./Prof. _____

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient.
Use the letter F for a NEGATIVE evaluation.

Aspects of the medical profession	MARK
The student is able to put into practice the principles of the patient-doctor relationship: medical interview, contact, information, clarity, acquisition of consent	
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The student shows knowledge and awareness of the ward and/or ambulatory	
The student interacts in an appropriate manner with the medical personnel, nurses and the department technicians	
The student demonstrates the awareness and knowledge of the different roles of the medical team members	
The student demonstrates active attitude: makes questions, candidates to perform activities	

Final evaluation of the SURGICAL Clerkship

SUITABLE	NOT SUITABLE
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Signature of the Coordinator of MEDICAL Area _____

Date _____

TUTOR DOCTOR _____

Confirmation of the student's attendance and the performed activity

<i>date</i>	<i>Time from ... to ...</i>	<i>hours</i>	<i>Performed activity</i>	<i>Student's signature</i>

Temporary evaluation of the internship

The student declares that he/she has received a temporary evaluation of the internship by the tutor

date	Student's signature

Final evaluation of the student for the GENERAL PRACTITIONER Clerkship

Student _____

Tutor coordinator Dr./Prof. _____

Use the following letters for a POSITIVE EVALUATION with the corresponding marks: A: Excellent; B: Very good; C: Good; D: Satisfactory; E: Sufficient. Use the letter F for a NEGATIVE evaluation.	
Aspects of the medical profession	MARK
He/She puts into practice the good practices of the doctor-patient relationship, knows how to manage the reception and structure the consultation: interview, report, information, clarity, acquisition of consent	
He/She has the ability to collect his medical history and to perform an objective examination in an outpatient and home setting	
He/She knows and is able to apply clinical reasoning: he is able to identify the reasons for the request for help and the nature and priority of the problem	
He/She is able to assess urgencies and to identify the need for hospitalization	
He/She is able to propose diagnostic hypotheses and to identify the first level diagnostic tests with greater sensitivity and specificity to confirm or not the hypotheses	
He/She is able to interpret laboratory tests	
He/She is able to interpret the reports of diagnostic imaging tests	
He/She focuses on the decision-making processes related to the prescription of a correct treatment and on the request for a specialist consultancy	
He/She is able to know how to carry out monitoring activities on the patient's adherence to therapy and to plan monitoring and follow up	
He/She knows the problems of the chronic patient with comorbidity in multi-pharmacological therapy	
He/She demonstrates knowledge about the organization of the National and Regional Health Service and about the main bureaucratic and prescriptive rules	
He/She is able to use the computerized medical record and knows the information systems of the National and Regional Health Service	
He/She can indicate prevention actions, health promotion and healthy lifestyles	
He/She respects the start and end shift times, suitably fits the role, brings with you everything you need	
He/She demonstrates knowledge and awareness of the rules of organization and functioning of the doctor's office	
He/She interacts correctly with the secretarial and nursing staff of the General Practitioner	
He/She demonstrates an active and collaborative attitude: he asks questions, proposes activities	

Final evaluation of the GENERAL PRACTITIONER Clerkship

SUITABLE	NOT SUITABLE
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Signature of the Coordinator of GENERAL PRACTITIONER Area _____

Date _____