

Kliniczny Szpital Okulistyczny Nr 2
 PUM w Szczecinie
 KALISZKA
 Data 09-11-2023

Wewnętrzny regulamin dydaktyczny jednostki
 Department's Internal Didactic Regulations

<i>obowiązujący w roku akademickim</i> <i>valid in academic year</i>	2023/2024
<i>pełna nazwa jednostki</i> <i>full name of the Department</i>	I & II Chair and Department of Ophthalmology
<i>dane jednostki (e-mail, telefon)</i> <i>contact to the Department</i> <i>(e-mail, phone no.)</i>	oko1@pum.edu.pl, 91/48-38-600, fax. 91/466-13-47 oko@pum.edu.pl, 91/466-12-93, fax. 91/466-12-94
<i>kierownik jednostki</i> <i>Head of the Department</i> <i>(academic title, name and surname)</i>	Prof. Anna Machalińska MD PhD FEBO Prof. Wojciech Lubiński MD PhD FEBO
<i>adiunkt dydaktyczny/osoba</i> <i>odpowiedzialna za dydaktykę w</i> <i>jednostce</i> <i>(stopień, imię i nazwisko, e-mail,</i> <i>telefon)</i>	Monika Modrzejewska MD PhD <u>monika.modrzejewska@pum.edu.pl</u> Tel. (091) 466 12 93
<i>kierunek studiów</i> <i>field of study</i>	Faculty of Medicine
<i>rok studiów</i> <i>year of studies</i>	4
<i>nazwa przedmiotu/przedmiotów</i> <i>course/subject title</i>	Ophthalmology

§1
Sposób prowadzenia zajęć
Teaching Methods

- Exercises take place every day at the I & II Chair and Clinic of Ophthalmology of the Pomeranian Medical University in Szczecin, SPSK 2, al. Powstańców Wlkp. 72, tel. 91-466-12-93/ 91-48-38-600 according to the timetable issued by the Dean.
- Classes are held in Departments I-st and II-nd of the Ophthalmology Clinic of the Medical University of Warsaw in Szczecin, seminars in the seminar room at SPSK-2 of the Medical University of Warsaw, remote lectures are available at: disk.pum.edu.pl – link will be available in the e-mail of the guardian of each group.
- The schedule of topics of seminars and exercises on individual days and their content are posted on the information board for students and on the website of the 1st and 2nd Department of Ophthalmology (www.pum.edu.pl, select - Faculties - Faculty of Medicine and Dentistry - Departments and Clinics - 1st Department and Clinic of Ophthalmology - 2nd Department and Clinic of Ophthalmology).

4. You should come to the exercises prepared with the topic planned for a given day.
 5. During exercises in the clinic, medical gowns and variable shoes should be worn.
 6. The division into training groups is carried out randomly based on the dean's lists.
 7. Applicable basic textbooks:
 - "Fundamentals of Ophthalmology for Medical Students and Family Physicians" - edited by Iwona Grabska-Liberek. PZWL 2021 (obligatory)
 - "States of Suddenly. Ophthalmology." Małgorzata Figurska, Marek Rekas. Medical Tribune 2019 (obligatory)
 - "Emergency conditions in ophthalmology". Szaflik J., Grabska-Liberek I., Izdebska J. PZWL 2005 (obligatory)
 - "Ophthalmology". Andrzej Grzybowski. Edra Urban & Partner 2018 (obligatory)
- Supplementary manuals:
- "Clinical ophthalmology". Kański JJ. Urban & Partner 2017 (additional)

§2

Sposób i formy wyrównywania zaległości, w tym odrabiania zajęć na skutek nieobecności

Methods and forms of making up for arrears, including doing homework due to absence

1. Attendance at ophthalmology seminars and exercises is obligatory.
2. The assistant conducting the exercises checks theoretical knowledge and practical skills during the classes and, on this basis, assigns a pass for the exercise.
3. Failed exercises can be counted as an assistant twice. In the absence of the obtained credit for the exercises, it is not possible to take the exam.
4. There is a possibility of two justified absences. In the event of a longer absence due to illness/hospital stay, etc., the continuation of the ophthalmic course will be possible after obtaining the consent of Head from the 2-nd Department of Ophthalmology or Dean/Deputy Dean after dealing with the matter individually.
5. It is required to pass or re-attend the all missed exercises (with the assistant conducting the given exercise) and seminars - no later than August 31, 2024 (with the lecturer conducting the seminar). The dates for passing (or making up) classes and seminars must be set individually- but not later than by 31/08/2023.
6. Absence from classes and seminars must be justified.

§3

Warunki i sposoby dopuszczania studentów do zaliczeń i egzaminów
Requirements for course completion in order to sit the credit of exam.

1. Admission to the exam takes place after passing the exercises and on the basis of attendance at all seminars or an oral assessment of the knowledge presented at the seminars.
2. If the student is not allowed to take the exam due to failing the course, it is tantamount to losing the exam date and will result in receiving an unsatisfactory grade.
3. If a student does not take the exam due to failing the course, it is tantamount to losing the exam date and will result in receiving an unsatisfactory grade.

§4

Zasady dopuszczające studenta do poszczególnych zajęć w danym roku akademickim*
*Principles of attending classes during the academic year**

1. The student will not be allowed to attend classes in the following cases:
 - a) being late for classes more than 20 minutes;
 - b) lack of necessary clothing required for classes of a given type [medical gowns of a specific type with short or long sleeves, changeable footwear etc.,- in accordance with the specificity of classes conducted within the subject].
2. The student will not be admitted to classes or will be asked to leave them in the event of inappropriate behavior contrary to the study regulations or other regulations or applicable at the PUM / in the PUM Clinical Hospital/ or in the PUM Ophthalmology Department or behavior disrupting the conduct of classes, threatening health, life or property, as well as in the event of a gross lack of personal culture. towards the teacher or other people taking part in the classes
3. Failure to attend classes or being asked to leave them in the cases referred to above is tantamount to an unexcused absence from classes (lectures, seminars and classes).

§5

Warunki i sposoby przeprowadzania zaliczeń przedmiotu i egzaminów
Conditions and methods of conducting course assessments and examinations

1. After completing the classes, there is an oral examination on the date set by the Dean. In special circumstances, a remote exam is possible.

2. If the student receives an unsatisfactory grade in the exam, the student has the right to pass the correction exam twice three times. The third make-up examination, at the request of the student, examiner or dean, may be a board examination. All resit exams are oral.

Assessment criteria:

- a. One set of questions includes 3 questions. Each question is assessed up to 2 points (the grade for the question may contain 0., 0.5., 1., 1.5., 2. points). The total number of points for the 3 questions (max. 6 points) is the final result of the exam grade.
 - b. Total value of points for 3 questions constitutes the final result of the exam grade (§ 8, point 1)
3. During the exam and the credit-tests , it is not allowed to have any electronic devices enabling remote communication with other people-Order of the PUM Rector No.72/2012.
 4. During the exam, knowledge is assessed in the field of diagnosis, differentiation and treatment of emergency conditions in ophthalmology, as well as diagnostic possibilities, course and treatment of eye diseases in the basic scope necessary for general practitioners, taking into account the ability to deal with a visually impaired patient.
 5. Knowledge is assessed based on the results in the form of points for individual questions, which are recorded by the examiner in the examination protocol.
 6. The exam questions were grouped into the so-called a set of questions. Each set contains 3 exam questions.

&6

Warunki zwalniania z niektórych zaliczeń lub egzaminów *Circumstances of exemption from credits or exams*

1. There is no possibility of exemption from the exam.

§7

Warunki dopuszczenia studenta do egzaminu w tzw. przedterminie, o którym mowa w § 31 ust. 8 regulaminu Studiów *Form of admission to the pre-scheduled examination, referred to § 31 point 8 of Rules & Regulations of PUM*

1. It is not possible to take an exam in the so-called ahead of time.

§8

Kryteria oceniania *Assessment criteria*

1. One set of questions includes 3 questions. Each question is assessed up to 2 points (the grade for the question may contain 0, 0.5., 1., 1.5., 2. points). The total number of points for the 3 questions (max. 6 points) is the final result of the exam grade.
2. bardzo dobra.= excellent– 5,0 (≥ 92 %),
ponad dobra = very good – 4,5 (≥ 84 %),
dobra = good – 4,0 (≥ 76 %),
dość dobra = satisfactory – 3,5 (≥ 68%),
dostateczna = sufficient- 3,0 (≥ 60%),
niedostateczna = insufficient/failed – 2,0 (poniżej 60 %).

§9

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Additional if specific nature of the subject requires extra information, please add it as next point of this Regulations

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 <p>POMORSKI UNIWERSYTET MEDYCZNY W SZCZECINIE II KATEDRA I KLINIKA OKULISTYKI 70-111 Szczecin, al. Powstańców Wlkp. 72 tel. +48 91 466 12 93, fax +48 91 466 12 94</p> <p>.....</p> <p><i>pieczętka jednostki stamp of the Department</i></p>	<p>KIEROWNIK II Katedry i Kliniki Okulistyki prof. dr hab. n. med. Wojciech Lubiński</p> <p>.....</p> <p><i>pieczętka i podpis kierownika jednostki stamp and signature of the Head of the Department</i></p>
<p>Opinia <i>Opinion:</i></p> <p>Pozytywna / Negatywna** <i>Positive / Negative</i></p>	<p>Zatwierdzam <i>Approved by:</i></p>
<p>.....</p> <p><i>pieczętka i podpis</i></p>	<p>.....</p> <p><i>pieczętka i podpis Dziekana</i></p>

<p>Samorządu Studentów <i>stamp and signature</i> <i>of Students' Parliament Representative</i></p>	<p><i>stamp and signature of the Dean</i></p>
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* *(if the specification of the subject requires)*

** *(delete as not appropriate)*