

Summer Practical Training Guide

Dear Students,

we provide you with basic information on Summer Practical Training (SPT).

1. Students must do SPT after the 1st, 2nd, 3rd, 4th and 5th years of study. Detailed coverage of the SPT can be found in the SPT booklet (this booklet is given to students in their first year at the Dean's Office).
 - SPT after the 1st year – training in nursing care in the hospital Ward (4 weeks, 120 h),
 - SPT after the 2nd year – medical training in the Outpatient Clinic (3 weeks, 90 h) and in Emergency First Aid and in Admission Room/Outpatients' Clinic/Emergency Ward (1 week, 30 h),
 - SPT after 3rd year – medical training in the Ward of Internal Medicine (4 weeks, 120 h),
 - SPT after 4th year – medical training in the ward of Pediatrics (2 weeks, 60 h) and in Intensive Care Ward (2 weeks, 60 h),
 - SPT after 5th year – medical training in General Surgery Ward (2 weeks, 60h) and in OB./GYN Ward (2 weeks, 60 h).
2. SPT can be done only **after the end of classes** for a given year of study - during the summer months. SPT **credit** must be obtained **no later than September 15** of a given year. If a student would like to do SPT at a different time, then he/she must submit an official request with justification to the Dean's Office (via e-mail). This request should be received by the Dean's Office at least 30 days before the SPT is scheduled to begin.
3. The booklet is the official document that confirms the completion of the SPT - if a student loses or destroys the booklet, he/she must immediately report it to the Dean's Office.
4. The SPT coordinators are:
 - Marcin Hołysz, M.Sc., PhD (e-mail: mholysz@ump.edu.pl) - SPT after the 1st and 2nd year of study.
 - Dr. Alicja Stańska, MD (e-mail: alicja.stanska@usk.poznan.pl) - SPT after the 3rd and 4th year of study.
 - Dr. Aleksandra Derwich-Rudowicz, MD (e-mail: aderwich@ump.edu.pl) - SPT after 5th year of study.
5. If the student will be doing **SPT in Poland**, he/she must provide the **SPT Request Form** to the Dean's Office (the form is available on our website). The form must be submitted to the Dean's Office **no later than 14 days before** the start of the SPT.
6. After completing the SPT, the student must **immediately send a scan** of the booklet page with proof of completion of the SPT to the Dean's Office. **Remember that all required information, signatures and stamps must be filled in - please write the names of hospitals/clinics in capital letters.**

- SPT after 1st and 2nd year – Ms. Małgorzata Margraf, e-mail: mmargraf@ump.edu.pl
- SPT after 3rd and 4th year – Ms. Anna Czerwińska, e-mail: aczerwinska@ump.edu.pl
- SPT after 5th year – Mr. Bartosz Dreger, e-mail: bdreger@ump.edu.pl

7. Starting in July, the Dean's Office will send once a week (on Fridays) all the scans it receives that week to the coordinators. The coordinators will then enter the credits into the WISUS system.
8. The student must provide a completed SPT booklet each year immediately upon returning to Poland.