

# UNIVERSITY OF TRADITIONAL MEDICINE



## INTERNSHIP PORTFOLIO

Faculty                      Dentistry

Profession                  Dentist

Student's Name, Surname, Patronymic name \_\_\_\_\_

Practice 1	Nurse's assistant	3 credits	II year	4 <sup>th</sup> semester
Practice 2	Assistant to dentist / therapist /	3 credits	III year	6 <sup>th</sup> semester
Practice 3	Assistant to dentist / surgeon /	3 credits	IV year	8 <sup>th</sup> semester
Practice 4	Assistant to dentist / orthopedist /	3 credits	IV year	8 <sup>th</sup> semester
Practice 5	Pediatrician-dentist	3 credits	V year	9 <sup>th</sup> semester
		<u>Total</u> 15 credits		

*Dear student,*

An internship portfolio is a document that allows you to record the progress, successes and achievements of your internship. It is a tool to apply theoretical knowledge in practice; it should be used as a document during monitoring, feedback, evaluation, meetings, as well as seminars-discussions.

The internship file at the UTM will be used throughout your study, so it is advisable to complete it with accurate notes and keep it with care.

It has the same content for internships in different courses. You will first fill in the "Information on the place of internship" lines, then present in a free essay your thoughts on the choice of profession, the possibilities of improvement during the internship in the "My Vision of Education" section. The achievement of each of the three levels of achievement provided by the internship program presented in the "Individual Work Practice Diary" section will be confirmed by your signature of the internship supervisor.

The folder also contains sections for on-duty shifts, other internships, opinions, comments, and self-analysis. At the end of the folder, the intern's profile is given and the assessment by the internship supervisor.

Any documents that you find appropriate to attach to the folder (for example, practice plans, assignment plan, patient consultation protocols, etc.) should include at least one brief explanation or comment as to why you attach it to your folder.

If you have any questions regarding the Internship and Portfolio, please contact the UTM's Educational Part, the head of the educational department.

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## PRACTICE 1 - NURSE ASSISTANT

### *1. Information about the place of internship*

Name of the place of practice \_\_\_\_\_

Place of internship \_\_\_\_\_

Address, telephone numbers, website \_\_\_\_\_

Internship Supervisor \_\_\_\_\_

(name, surname, position, academic title)

## 2. *The vision of my education*

In this section, please indicate the current state of your professional training and opportunities for improvement during the internship. Submit your thoughts on the following questions in the form of a free essay.

a/ Why have I chosen this profession?

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b/ What are my goal and problems as a specialist during this practice?

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c/ What do I expect from my upcoming internship?

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d/ How am I going to apply my knowledge during practice?

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### 3. Individual work diary

#### Levels of expected results

I - Knowledge of the theoretical part of the question.

II - Participation, assistance in the skill development process.

III - Independent mastery of the skill.

Date	Expected knowledge, abilities and skills	Recommended level	Signature of the internship supervisor
	1. Causes of patient complaints, methods of diagnosing diseases, clinical manifestations, possible complications, principles of organizing nursing care.	I	
	2. Principles of drug treatment application.	I	
	3. Rules for the use of dental instruments, equipment and other accessories.	I	
	4. The sanitary-epidemiological regime of the dental clinic.	I	
	5. Prepare the patient for diagnostic and therapeutic interventions.	II	
	6. Provide nursing care for patients with dental nosologies.	II	
	7. Introduce the patient and his/her relatives to the rules of using the medicine prescribed by the doctor.	II	
	8. Perform medication as prescribed by your doctor.	II	
	9. Keep approved medical records.	II	
	10. Rules for disinfection and safe use of tools.	III	

Comments on some of the above works you have done.

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4. Duty notes

3. Individual work diary

Date	Content of the work done	Signature

5. Other activities performed during the internship

Date	Content of the work done	Signature

## 6. Summary and self-analysis of the Internship

Taking advantage of the above questions, please present your achievements, difficulties and expectations. When writing a review, you can provide specific facts by linking to the relevant folder or other materials of your choice that you can attach to the folder.

a/ My expectations before and after the practice.

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b/ What significant experience did I gain during the internship?

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c/ What difficulties did I encounter during the practice?

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d/ What suggestions do I have?

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### 6.1. SWOT analysis of Practice 1

Conduct a SWOT analysis of your strengths, weaknesses, opportunities and risks during your internship. The analysis will be considered more "strength" if it reflects the knowledge, approaches, theories and methods acquired from the theoretical courses. Strengths and weaknesses are the internal resources that contribute to or hinder the successful implementation of the activity, and the opportunities and risks are the relevant external factors.

Strengths	Weaknesses
Opportunities	Threats

### 7. Internship assessment by the internship supervisor

#### Student's Profile

Please briefly describe the student by analyzing his /her strengths and weaknesses during the internship. Describe in particular where and how the relevant capability was demonstrated, with reference to the relevant folder where possible.

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surname, first name, patronymic of the student

During the internship s/he showed himself/herself.

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Strengths

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Weaknesses

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Suggestions for internship capacity building.

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Intern's mark: \_\_\_\_\_

COMPONENTS OF EDUCATIONAL PRODUCTION PRACTICE ASSESSMENT

Assessment components	Points	Student's points
Duties (individual work)	14 points	
Attendances	16 points	
Ongoing testing	20 points	
Final testing	50 points	

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Signature of SFP \_\_\_\_\_ position \_\_\_\_\_ Supervisor of Internship \_\_\_\_\_

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