

Attachment 1 to the order of the Ministry health care The Kyrgyz Republic dated 31.05.2018 No. 407

Provisions on clinical databases of medical educational organizations

1. General provisions

- 1.1. This Regulation has been developed as part of the implementation of the Order Ministry of Health of the Kyrgyz Republic No. 248 of 18.05.2015 " On approval Strategies for the development of postgraduate and continuing medical education in the Kyrgyz Republic for the period 2014-2020" in order to decentralize postgraduate medical education and improve access to clinical practice.
- 1.2 This Regulation establishes general requirements for healthcare organizations that are clinical bases of educational organizations, and defines their responsibility in ensuring the development of practical skills in the treatment, prevention and diagnostic process in accordance with the approved programs for pre post-graduate training and retraining of healthcare professionals, scientific personnel.
- 1.3 Healthcare organizations that are clinical bases are guided in their activities by the current legislation Of the Kyrgyz Republic, this Regulation, the Charter of the health organization and agreements on joint activities concluded with organizations of medical education in accordance with the Model Agreement on Joint Activities.
- 1.4 Clinical databases can be health organization irrespective of forms of ownership and departmental affiliation, which provide various types of medical care, have a sufficient level of material and technical equipment and personnel the potential needed to master modern methods organizational-methodical, research, educational and medical-diagnostic work, and providing high-quality training and retraining of health professionals, scientific personnel.
- 1.5 Healthcare organizations that are clinical bases must comply with the approved minimum general requirements and standards for the accreditation of clinical bases in accordance with the programs for pre-and post-graduate training and retraining of healthcare system specialists and scientific personnel.

2. Main tasks and functions of clinical databases

The main tasks are:

- 2.1. Implementation of continuous, multi-level (secondary specialized, higher postgraduate, additional professional education) training of specialists according to the programs of pre-and postgraduate training and retraining of specialists of the health system, scientific personnel.
- 2.2. Creation of conditions for the educational process with the provision of

the required number of classrooms, the possibilities of using equipment, facilities clinical site and fully participate in diagnostic and treatment process in order to create and develop students competences practical (clinical) work focused on high quality of medical services and individual approach to each patient.

2.3. Ensuring the quality of clinical training and the development of practical skills in the treatment and prevention and diagnostic process in accordance with the approved programs of pre -, post-graduate training and retraining of healthcare professionals, scientific personnel.

2.4. To solve these tasks, the clinical bases perform the following functions:

- organization of joint activities of clinical bases with educational medical organizations on a contractual basis;
- organization and implementation of the educational and pedagogical process for training, retraining and advanced training of healthcare professionals using new forms and methods of training, achievements of medical science and practice;
- setting the number of pre-and post-graduate training places, taking into account the number of available patients, the number of doctors who can be clinical supervisors, as well as taking into account the special requirements of training programs;
- ensuring appropriate access to patients, obtaining the necessary skills and manipulations with the use of modern medical equipment;
- organization and provision of retraining and advanced training of medical personnel of the clinical base in the relevant specialties, pre-and post-graduate training programs, pedagogy and psychology, and clinical mentoring, etc.;
- performing research work together with the relevant departments of medical education organizations;
- conducting clinical, scientific and practical and path anatomical conferences, seminars, master classes, consultations, clinical reviews and other events;
- publication of joint scientific and technical works and scientific and medical developments, manuals;
- ensuring safe working conditions in accordance with the current legislation when performing any types of work on the territory of the clinical base and compliance with the internal regulations and other regulatory documents related to the procedure for carrying out medical activities of the clinical base.

3. Organization of the work of the clinical base

3.1. The management of the clinical base is carried out by the head of the health organization.

3.2. The head of the clinical base, along with the head of the medical educational organization, is responsible for the organization of the educational process of practical training and the quality of training in the relevant programs of pre - and postgraduate training and retraining of health care specialists, scientific personnel.

3.3. Responsibility for the quality of clinical training of students and residents in pre-and post-graduate training programs, health care specialists for retraining, their readiness for independent work and mastering the necessary

competencies is assigned to the heads of departments of educational organizations, heads of departments and clinical mentors of the clinical base.

3.4. The heads of the clinical base and the educational organization on a regular basis should ensure the organization of training events for clinical managers to improve their skills, conduct an independent assessment of the knowledge and practical skills of students/residents, healthcare professionals.

3.5. Clinical mentors can be doctors of the clinical base who have an academic degree or the first / highest qualification category, who can work part-time in educational organizations or on a contractual basis.

3.6. Health professionals who are clinical mentors should be considered by the management of the clinical base for financial incentives under various results-based programs, for rewards, promotions, and/or rewards.

3.7. Clinical mentor:

- provides methodological guidance and control over the implementation of the individual training plan and the internship plan of the student/resident on the basis of the plan and program in the specialty;

- together with the clinical supervisor from the educational organization, it draws up a schedule (plan) for the practice, organizes and monitors compliance with industrial discipline, working hours of students/residents;

- is responsible for the quality of training of students/residents, their readiness for independent work, mastering the appropriate skills and manipulations, including using modern equipment;

- teaches effective work in a team, with other healthcare professionals and develops the necessary competencies of the student / resident;

- ensures close interaction and supervision of the student/resident's work by complying with the workload standards in the management of patients;

- constantly keeps track of attendance with the preparation of a schedule-report card for each student/resident;

- at the end of each cycle, accepts a report from the student/resident on the implementation of sections of the individual plan;

- participates in the certification of students / residents based on the results of practical training (industrial practice).

3.8. Additional conditions for the organization of the work of the clinical base for the training of residents at the postgraduate level:

- training of residents at the clinical base is carried out in accordance with the requirements of postgraduate training programs and should involve them in all types of medical, preventive, diagnostic activities, including duty according to the standard schedule of working hours of the clinical base;

- post-graduate resident training is conducted with the provision of appropriately paid positions, both for the clinical mentor and the resident;

- the training of the resident is carried out taking into account the possibility for

individual training, including in other institutions for different cycles, through active coordination between other organizations that are clinical bases;

- methodological management of the preparation and monitoring of the implementation of the individual training plan for a clinical resident is carried out by a clinical mentor;
- the clinical mentor of the resident is appointed by the Order of the head of the health organization that is the clinical base;
- no more than four clinical residents can be assigned to one clinical mentor
- completion of the requirements of the program for the relevant specialty of training the residency and the individual plan at the clinical base is confirmed by an official document signed by the head of the clinical base and the clinical mentor of the resident.

4. General requirements for clinical databases

4.1. Clinical databases can be health organization, accredited by the relevant body for the recognition competence of health care organizations to implement professional activities according to the current Regulations "On the system of accreditation of health care organizations in the Kyrgyz Republic" and are licensed by the Ministry of health to CU medical practice in accordance with the applicable Provisions on the peculiarities of licensing of activities related to the implementation private medical practice.

4.2. Clinical bases should also be accredited by the relevant authorities in accordance with the accreditation standards in the areas of specialty for the implementation of programs of pre-, post-graduate training and retraining of healthcare professionals, scientific personnel.

4.3. Clinical bases should provide equal access to all educational medical organizations, regardless of the form of ownership, types of training (contract or budget), in accordance with the possibilities of clinical/practical training.

4.4. The number of students and residents, healthcare professionals should correspond to the possibilities of clinical / practical training, the maximum permissible load on clinical mentors and other resources available to ensure the quality of training and training in accordance with the accreditation standards for the implementation of pre-, post-graduate training and retraining programs for healthcare professionals.

4.5. Clinical bases can only be those healthcare organizations where permanent access to patients is guaranteed and there is a sufficient number of patients with the appropriate profile of nosological forms to ensure the necessary load on the resident.

4.6. The clinical base should have a staff of specialists with an academic degree or the first/highest qualification category, as well as professional pedagogical skills, confirmed by relevant documents to ensure the implementation of the program of pre-and post-graduate training in specialties, retraining of health professionals.

4.7. The clinical base should have the appropriate material base and equipment for training, depending on the specialty, which is regularly evaluated for their compliance and quality.

4.8. The clinical base should have opportunities for practical and theoretical training, and provide access to adequate professional literature, as well as to appropriate medical equipment.

4.9. The clinical base should use effective information and communication technologies in the training program for students, residents, healthcare professionals, and scientific personnel to provide distance learning and make scientifically-based decisions in various clinical situations.

4.10. The clinical base, together with the educational organization, should regularly conduct internal and external monitoring and evaluation of the quality of training of students/residents, healthcare professionals.

5. Criteria for classification of clinical databases

5.1. Clinical bases are divided into republican, regional, city and district health care organizations according to the levels of organization of medical care.

5.2. Clinical bases can be divided into categories depending on the programs of pre-and post-graduate training in terms of industrial practice, based on the results of the assessment of the acquired professional competencies and the satisfaction of students/residents with the acquired competencies.

5.3. The category of the clinical base depends on the number of cases treated, the number of patients referred, the availability of various profiles, the infrastructure, the availability of medical equipment and the qualified staff of medical specialists who can be clinical managers, etc.

5.4. The category of the clinical base is established by the standards of accreditation in the areas of specialties, depending on the programs of pre -, post-graduate training and retraining of specialists in the health system and the catalog of competencies of specialists in different areas.

6. Minimum standards and categories of clinical bases in the specialty " General Practitioner»

6.1. Clinical bases for conducting postgraduate training in the specialty "General Practitioner" must meet the minimum standards and indicators for evaluating clinical bases.

6.2. The number of residents on the clinical base should correspond to the possibilities of practical training with a minimum load on one clinical resident, the maximum permissible load on clinical managers and other resources available to ensure the quality of training and training for the implementation of the postgraduate training program in the specialty General Practitioner.

. 6.3. The categories of clinical bases in the specialty "General Practitioner" are determined in accordance with the general education training program for this specialty at the inpatient (1 year of training) and primary health care levels (in the office of the GP / CM / specialist FMC/GFD or outpatient diagnostic department of the regional/city / territorial hospital (2 year of training)