

Procedure for completing and presenting reporting documentation on Work placement in Pharmacy based Technology of Drugs

REPORTING DOCUMENTATION, which must be provided for admission to semester control

➤ **Workbook for practical training** - is drawn up by the student of higher education every day. Student of higher education describes the production premises of the pharmacy, instructions on occupational health and safety, sanitary regime and pharmaceutical procedure in the pharmacy, as well as obtaining purified water. Student of higher education describes the preparation of one medicinal product daily.

At the end of the practice, the student of higher education signs the diary with the head of the practice or the head of the pharmacy and puts the seal of the pharmacy (on the title page).

➤ **Practice journal** (issued by the Department of Practice, Employment and Career Development of the National University of Pharmacy). It records the date of arrival of the student of higher education to the pharmacy for practice and the date of completion of practice, which is ***certified by the signature of the pharmacy manager and the pharmacy's seal***. In addition, this diary keeps a schedule of working hours during practice, which indicates the date, time and type of work performed by the student of higher education. There are also sections in the diary for registering working hours:

- - characteristics of the student of higher education during practice (to be filled out and signed by the head of the pharmacy and certified by the pharmacy's seal);
- - feedback from the student of higher education on the Work placement in Pharmacy based Technology of Drugs (made out and signed by the student of higher education).

➤ **The report** is drawn up by the student on the basis of the completed internship program, personal observations, and ***is not verified*** by the internship supervisors.

The algorithm for the submission of the specified reporting documents of the student of higher education is specified on the website of the Department of Pharmacy Technology of Drugs of the NUPh: <https://atl.nuph.edu.ua/>