***Appendix to Teaching Regulations***

*applies to full-time and part-time Studies in English:*

*first-cycle, second-cycle and uniform long-cycle studies*

*at the Faculty of Medicine NCU CM*

*applicable as of academic year 2020/2021*

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| **General information about the Faculty unit and the offered course or module:** | |
| Name of Faculty unit / units | Katedra i Klinika Reumatologii i Układowych Chorób Tkanki Łącznej  Faculty of Medicine  Collegium Medicum im. Ludwika Rydygiera w Bydgoszczy  Uniwersytet Mikołaja Kopernika w Toruniu |
| Head of Faculty unit / units | Prof. dr hab. n. med. Sławomir Jeka |
| Teaching coordinator at the Faculty unit / units | Prof. dr hab. n. med. Sławomir Jeka |
| Remote teaching coordinator at the Faculty unit / units | Prof. dr hab. n. med. Sławomir Jeka  dr n. med. Joanna Zalewska  lek. Tacjana Barczyńska  lek. Małgorzata Węgierska  lek. Agnieszka Kęsiak  lek. Alicja Góralczyk  dr n. med. **Natalia Ukleja-Sokołowska,**  **dr n. med. Adam Wawrzeńczyk** |
| Persons responsible for didactics in the field covered by the course / module: | **Katedra i Klinika Reumatologii i Układowych Chorób Tkanki Łącznej**  **Faculty of Medicine**  Prof. dr hab. n. med. Sławomir Jeka  dr n. med. Joanna Zalewska  lek. Tacjana Barczyńska  lek. Małgorzata Węgierska  lek. Agnieszka Kęsiak  lek. Alicja Góralczyk  **Katedra i Klinika Alergologii, Immunologii Klinicznej i Chorób Wewnętrznych:**  prof. dr hab. n. med. Zbigniew Bartuzi  dr n. med. **Natalia Ukleja-Sokołowska,**  **dr n. med. Adam Wawrzeńczyk** |
| Name of course / module: | **Diseases caused by disorders of the immune system** |
| Unit responsible for the module *(applies to modules only)* | Katedra i Klinika Reumatologii i Układowych Chorób Tkanki Łącznej  Faculty of Medicine  Collegium Medicum im. Ludwika Rydygiera w Bydgoszczy  Uniwersytet Mikołaja Kopernika w Toruniu |
| Name of course / courses: | Rheumatology  Clinical Immunology |
| Field of study: | Faculty of Medicine |
| Mode of study: | stationary |
| Year of study: | III |
| Office hours of academic teachers  *(from all units related to the module)* | Katedra Reumatologii i Układowych Chorób Tkanki Łącznej:  - Monday godz. 13:00-14:00  - Wednesday godz. 13:00-14:00  Katedra i Klinika Alergologii,Immunologii Klinicznej i Chorób Wewnętrznych:  - Thursday godz. 13:00 – 14:00 |
| **Form(s) of classes and number of teaching hours within the course or module** | |
| Lectures | Rheumatology- 16 h |
| Seminars | Rheumatology- 10 h  Clinical Immunology 2 h |
| Tutorials | Rheumatology- 16 h  Clinical Immunology 4 h |
| Other |  |
| **Rules of final examination or credit** | |
| 1) Attendance, which is obligatory, at all lectures, tutorials and seminars.  2) Obtaining positive credits - in accordance with the learning outcomes verification system - in written or oral and practical tests:  Subject:  Rheumatology- final credit in the course based on attendance  Clinical Immunology- final credit in the subject on the basis of the presence and passing the final test  3) Completion of the skills included in the "Practical Skills Card".  4) Positive result of the exam in the module | |
| **Criteria of final practical examination and for passing the final examination or obtaining credit for the course or module** | |
| Form and conditions for passing the final module:  1) The condition for admitting a student to the final examination or final test in the module is the prior completion of compulsory classes in the form of a formulating assessment (achievement of the appropriate learning outcomes assigned to all subjects in the module).  2) The date of the final examination or test is announced to the student at least two weeks before the given date.  3) The scope of issues applicable to the final colloquium or examination is consistent with the learning outcomes and the content of the syllabus, which are implemented during classes and the recommended literature.  4) Students taking the final examination or final test must present a document confirming their identity.  5) The exam is a theoretical test.  The theoretical part is a test exam.  The test exam in the module takes place in the winter and summer semesters on the date agreed with the Head of the year.  The exam takes the form of a test covering the curriculum content of all the subjects included in the module.  It consists of 48 questions, each of them contains five possible answers with 1 correct answer and 4 Distractors. The duration of the exam is 60 minutes (Rheumatology - 50 minutes, Clinical Immunology - 10 minutes). Each question is scored as 1 point, there are no minus points for an incorrect answer. For the theoretical part you can get a maximum of 48 points, and the condition for passing it is to provide at least 60% correct answers from its individual parts: Rheumatology min. 25 points; Clinical Immunology - in total min. 4 points.  The percentage of questions in the examination test is directly proportional to the number of hours spent on individual subjects included in the module "Diseases caused by disorders of the immune system" and amounts to:  a) Rheumatology 42 hours - 87.5%, i.e. 42 questions  b) Immunology 6 hours - 12.5%, i.e. 6 questions  6) The results of the examination are announced within five days of the given verification of the learning outcomes.  7) The theoretical exam is conducted in a way ensuring the anonymity of the student, also for the examiner. The declassification of students' personal data takes place after the results are announced according to the student code numbers, in the presence of the selected Student.  8) The theoretical exam is scored and the final grade is determined by the number of points according to appropriately selected principles of verification of learning outcomes.  9) Criteria for obtaining a positive grade for the exam in the module:  The theory exam (in the form of a test) consists of the following parts.  Each part of the exam is scored:   |  |  |  |  |  | | --- | --- | --- | --- | --- | | Type of exam | Part | Maximal points to obtain positive grade | Minimal points  to obtain positive grade | Total | | Writing | Rheumatology | 42 | 25 | 48 | | Clinical Immunology | 6 | 4 |   The criterion for obtaining a positive grade in the written exam is to obtain the minimum number of points from all its parts together (the score is indicated in the table above). If the minimum number of points in the written exam is not obtained, you can rewrite exam, which is the same method of verifying the learning outcomes as in the first term.  Grades are given according to the number of points obtained (practical and written exam) according to the table below:   |  |  | | --- | --- | | **% points** | **Grade** | | 95≤…..≤100 | bdb (5) | | 88≤…..<95 | db+ (4+) | | 80≤…..<88 | db (4) | | 71≤…..<80 | dst+ (3+) | | 60≤…..<71 | dst (3) | | 0…..<60 | ndst (2) |   The above criteria apply to all final exams, including rewriting examinations.  The final exam is a summary method of verifying the learning outcomes and it determines the final passing of the module. Failure to obtain the minimum number of points in one part results in the failure to pass the module. | |
| **Detailed OHS rules applicable during classes taught at the Faculty unit** | |
| B. General and detailed health and safety regulations required during the implementation of the teaching process in the unit:  1) Before starting classes, students are required to leave their outer clothing in the cloakroom and absolutely turn off their mobile phones.  2) Students are obliged to have and put on a protective suit, resulting from the specificity of a given unit (e.g. a clean protective apron, facial mask, latex gloves, a cap, variable anti-skid shoes) and to supply small medical equipment (e.g. a stethoscope, tweezers, a hammer) neurological, etc.).  3) Cleanliness is strictly observed during classes, it is forbidden to eat, smoke, be under the influence of alcohol or intoxicants, and use fire. A student who does not follow these recommendations will be dismissed from the classes.  4) During classes, it is forbidden to take photos and / or record classes without the consent of the lecturer with the use of cameras, mobile phones, smartphones, tablets and any other electronic equipment equipped with a camera and / or camcorder. It is also forbidden to use devices that record only sound (e.g. dictaphones).  5) The student bears financial responsibility for material damage caused by non-compliance with the OHS and fire safety regulations.  6) It is postulated that if possible, the multimedia presentations used during classes should be made available to students (especially those containing a large amount of data that are difficult to note during the presentation) - and if they are not covered by copyright  7) In direct contact with the patient (collecting medical interviews, physical examination), apart from the principle of respecting the dignity of the sick students, the epidemiological regime must be followed - thorough washing and disinfection of hands before and after physical examination, use of protective equipment (disposable gloves in the event of contact, in particular with the patient with visible skin lesions). Disposable gloves are available in patient rooms, and protective masks are available in the treatment room. Used disposable equipment, potentially infectious material is disposed of in appropriately labeled containers in the patient rooms - infectious waste in red bags, non-infectious waste, e.g. used wet paper towels for milk-colored bags.  8) All states of malaise, cuts, fainting, slip and others should be immediately reported to the tutoring assistant, who is also obliged to provide the student with the necessary first aid. In the event of an accident at the Clinic, the student is obliged to send a written report of the accident to the Department of Student Affairs with the teacher's confirmation.  9) The layout of rooms in the Clinic, escape routes, passageways, fire safety rules (distribution of fire protection measures - fire extinguishers, hydrant, fire blankets, stretchers) in force at the Clinic are provided to students by the doctors conducting the classes. The tutor is responsible for evacuating students in the event of a fire hazard.  10) Students are obliged to keep order in the place where classes are held.  11) In the Department of Rheumatology and Systemic Diseases of the Connective Tissue in the Densitometric Laboratory, radiological protection is obligatory during the densitometric examination (including no exit for pregnant women in the laboratory).  12) During the classes, the student is not allowed to leave the place marked with the timetable of classes without the knowledge of the assistant. In the event of any threats or accidents during the course, the student is obliged to inform the teacher.  In the case of a student leaving the class, for example to the toilet and not returning or after a very long time - this should be noted on the attendance sheet (in order to apply further procedures, i.e. the consequences of a given behavior).  It is forbidden to bring personal items, textbooks and notebooks to the wards other than headphones and writing implements.  For hygiene reasons, short, unpainted nails are recommended, except for a possible wedding ring without other hand decorations (including bracelets). For clothing, a maximum length of 3/4 sleeves is recommended.  Notification of special health situations that may affect the decision on admitting contact with an individual patient (e.g. pregnancy, diseases with reduced immunity) is required.  It is required to comply with sanitary and epidemiological requirements in force in hospital wards.  Any exposure to blood-borne infection must be reported immediately.  The Patient Rights Charter is to be observed | |

Signature of the Head of the Unit

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