

ACIBADEM MEHMET ALİ AYDINLAR UNIVERSITY
FACULTY OF PHARMACY
INTERNSHIP NOTEBOOK II

PHAR 393

STUDENT'S

Name-Surname :

Student Number :

Academic year :

E-mail address :

Mobile Phone :

Address :

PHARMACY PHARMACY/INSTITUTION/HOSPITAL INFORMATION

Pharmacist Name-Surname :

Pharmacy Name :

Pharmacy Phone :

Address :

E-mail address :

Pharmacist Stamp and Signature :

Internship start and end dates :

Total Internship Duration (Total Working Days) : work days

PHAR 393 PREFERENTIAL INTERNSHIP PRACTICE GUIDE

Please consider the following topics while completing your internship and filling out your internship log. The log should be written in clear English, adhering to grammar rules and using scientific language, with short and concise sentences. **Your weekly reports should cover the learning objectives listed for the institution where you are interning.** At the end of each weekly report, you should indicate the learning outcomes achieved that week (e.g., LO 1a, LO 1b). Your weekly reports must be stamped and signed by the authorized pharmacist or institution staff at the institution where you are interning and submitted to the research assistant responsible for the internship, with a signature, during the first week of the next fall semester.

Hospital Pharmacy Internship

1. Practices involved in dispensing prescriptions at hospital pharmacy:

- a. What does your pharmacist pay attention to when dispensing prescriptions?
- b. Which sources and computer-assisted programs are used to check prescriptions?
- c. What sources does your pharmacist use to check drug-drug, drug-disease, and drug-food interactions?
- d. How does your pharmacist perform clinical verification of the prescription (checking the appropriateness of the drug, dose and administration route)?
- e. How are the medications and medical devices listed in doctor's instructions/request forms prepared at the hospital pharmacy?

2. Information about the daily functioning of the hospital pharmacy:

- a. How is communication established between the hospital pharmacy and the inpatient services?
- b. How are drugs delivered from the hospital pharmacy to the services?
- c. What is the relationship between the hospital pharmacy and the pharmacy warehouses? How are drugs requested by the pharmacy during purchasing process? Explain the procedures followed.
- d. What devices and equipments are used in the hospital pharmacy?
- e. What computed-assisted services and applications are used in the hospital pharmacy?

3. The pharmacist's responsibilities in drug ordering, preparation, and administration in the Total Parental Nutrition (TPN) and chemotherapy units:

- a. What practices should be followed while preparing the nutritional product in the TPN unit?
- b. What steps should be taken while preparing drugs in the chemotherapy unit?
- c. What is done with the excess drugs during drug preparation in the chemotherapy unit?
- d. Explain the special clothing practices that must be followed in the chemotherapy unit.

4. Practices related to inspections and drug recall/adverse effect reporting in the hospital pharmacy:

- a. How often are inspections carried out in the hospital pharmacy?

- b. What specific practices are checked during inspections of the hospital pharmacy?
- c. What steps does your pharmacist follow when reporting drug adverse effects to TUFAM?
- d. How is the control and recall process for drugs recalled by the Ministry of Health ensured in the hospital pharmacy?

Community Pharmacy Internship

1. Detailed information about the prescription processing process in the pharmacy where you interned:

- a. What does your pharmacist pay attention to when processing prescriptions?
- b. What questions does your pharmacist ask to the patient when processing prescriptions?
- c. What sources – computer assisted programs are used when checking the prescription?
- d. What sources does your pharmacist use when checking for drug interactions?
- e. What are the practices carried out in the pharmacy for rational drug use?
- f. During patient education what kind of information does your pharmacist provide?
- g. Which group of patients does your pharmacist particularly educate?
- h. What are the steps in pharmaceutical care application?

2. Purchasing procedures for drugs and medical devices:

- a. What should the pharmacist pay attention to during purchasing and ordering? What are the purchase and ordering procedures (for large-scale purchases, purchase of drugs not commonly used in the region, etc.)?
- b. What are the relationships between the pharmacy and the pharmacy warehouse, inspection and registration of purchased products, and payment terms?
- c. What is the role of assisting personnel in the decision-making process during procurement?

3. Use of computers, computer-assisted applications in pharmacies, and relationships with official institutions and organizations related to pharmacies (Ministry of Health, Ministry of Finance, Social Security Institution, Regional Pharmacy Chamber):

- a. Familiarity and use of Social Security Institution (SGK) provisioning system (MEDULA) and pharmacy software programs (TEBEOS, Farmakom, etc.), and familiarity and use of Health Practice Communique (SUT),
- b. Use of drug tracking system,
- c. Control of drug and medical material stocks and expiration dates, precautions related to drugs approaching their use-by date,
- d. Keeping patient drug profile records, ensuring patient follow-up, monitoring and observing the contribution of treatment,
- e. Providing information on financial data such as balance of income and expenses, debt drugs, profitability status, drug-based profit calculation, and analysis of seasonal buying-selling differences through Pharmacy Information Systems,
- f. Providing information about the relationship between pharmacists and the Pharmacy Chamber, and relationships between pharmacists and regional pharmacists.
- g. Is your pharmacist involved in chamber activities or other professional civil society organizations? If so, what are their duties?

4. Explain the functions of pharmacists in preventative health services (such as weight control, disease diets, blood pressure monitoring, smoking cessation, etc.) and provide examples of the topics they provide health counseling on.

Industry Internship

1. Daily practices carried out in the relevant department of the institution:

- a. What devices and equipments are used in the department?
- b. What resources and computer-assisted programs are used in the department?
- c. How are SOP's prepared?
- d. What steps should be taken when preparing license files?

2. Practices related to drug-product side effects:

- a. What questions should be asked and what information should be obtained when a user reports a side effect?
- b. How is a drug-product side effect report evaluated?
- c. What are the steps to be followed in reporting side effects?
- d. Explain the documentation system used in reporting side effects.

3. Practices conducted in laboratory and/or R&D unit:

- a. Explain the functioning of the laboratory and/or R&D unit.
- b. What steps are followed in the laboratory during product development?
- c. What steps are followed in product production?
- d. What are the legal procedures that need to be followed during product development?
- e. What are the legal procedures that need to be followed during product production?

4. Practices related to pharmaceutical product marketing:

- a. What are the legal requirements that need to be followed during the marketing of pharmaceutical products?
- b. Explain the medical consultant-pharmacist and medical consultant-doctor relationships during the marketing process.
- c. What are the criteria for selecting promotional products and their legal requirements?
- d. What are the duties and responsibilities of the pharmacist during the process of pharmaceutical product marketing?

Academic Research Center Internship

1. Daily practices in the Department:

- a. What are the theoretical practices in the department where the internship is conducted?
- b. What are the practical applications in the department where the internship is conducted?
- c. What are the research steps followed in the department?
- d. What techniques are used in the practices carried out in the department?

2. Applications related to devices used in the department:

- a. What are the devices used in the department?
- b. What are the operating procedures of the devices used in the department?
- c. What are the SOP applications?

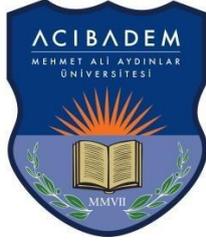
- d. What are the necessary safety precautions to be taken?
- e. What are the necessary maintenance stages of the devices?

3. Scientific activities and projects:

- a. What are the starting stages of a scientific activity?
- b. What steps are followed during a scientific activity?
- c. What are the projects that can be applied for?
- d. What are the project application requirements?

4. Process monitoring and documentation procedures applied in department:

- a. How is the tracking of regularly used chemical materials in the department?
- b. What are the computer programs used?
- c. What are the regularly maintained documentations?



WEEKLY REPORT-I

Date:

Working Hours:

Learning Objective No	Weekly Practices and Achievements

Approval of Internship Responsible (stamp and signature):



WEEKLY REPORT-II

Date:

Working Hours:

Learning Objective No	Weekly Practices and Achievements

Approval of Internship Responsible (stamp and signature):



WEEKLY REPORT-III

Date:

Working Hours:

Learning Objective No	Weekly Practices and Achievements

Approval of Internship Responsible (stamp and signature):



WEEKLY REPORT-IV

Date:

Working Hours:

Learning Objective No	Weekly Practices and Achievements

Approval of Internship Responsible (stamp and signature):



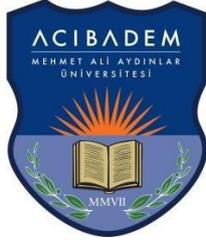
WEEKLY REPORT-V

Date:

Working Hours:

Learning Objective No	Weekly Practices and Achievements

Approval of Internship Responsible (stamp and signature):



WEEKLY REPORT-VI

Date:

Working Hours:

Learning Objective No	Weekly Practices and Achievements

Approval of Internship Responsible (stamp and signature):