

The administration and schedule of the students' clinical practice in the Small Animal Clinic (István street)

Students, scheduled to work at the clinic can approach the working area through the patient's waiting room via a door operated by the receptionists. They are in office between 6,00 a.m. and 22,00 p.m. during the working days, and between 8,00 a.m. and 20,00 p.m. during weekends and bank holidays. Out of this time, students have to reach the veterinarian or the assistant on duty, via the porter by phone. Only students scheduled at the clinic for their practice can stay in the clinic. In matters, different from clinical care, the students should contact our colleagues at the departments. Please, pay special attention to the safety measures of the clinic. From this point of view, it is vital to keep all the outer doors closed!

On weekdays, day-time, when beginning the practice, **at 7:45 a.m.**, all four students must present themselves **in the corridor of the hospital wing**, at the Intensive Care Unit of the Small Animal Clinic. Here they meet the supervisor of the clinical practice (head of the Department of Internal Medicine or his deputy colleague). Then, one student will be sent by the supervisor to the Surgical Division, and one to the Obstetrical Division, to the competent veterinarians. The other two students stay at the Internal Medicine Department. The day-shift students take part in the patient-care of the Small Animal Clinic till 20.00 p.m.

The arrival of the students – on weekdays, day shift – is registered into the computer by the competent veterinarian of the given clinic. At 20.00 p.m. the afternoon-shift veterinarian of the given clinic registers the all day presence of the students into the computer. The registration serves as a proof of the completion of the practice, as well.

Students, scheduled for the night-shift on weekdays have to present themselves in the ambulatory examination room No 4, belonging to the Division of Internal Medicine, at the afternoon-shift veterinarian. Two of the four students take part in the patient-care of the Intensive Care Unit, one is scheduled to the Surgery and one to the Obstetrical Division. Their work is supervised by the afternoon-shift veterinarian of the given department, between 20.00-22.00 p.m., and by the central night shift veterinarian between 22.00 p.m.-08.00 a.m. The night duty students have to present themselves next morning at the central night shift veterinarian, who registers them and justifies the night shift, as well.

The night-shift students in the breaks of the patient-care can relax/sleep in the student's room of the Hospital Wing of the Small Animal Clinic. This is also the resting room for the students during the day in the breaks of the patient care. The door of the student's room is always open, therefore students, working at the clinic can store their valuables in the metal wardrobes of the student's room during their staying. These can be closed by locks purchased by the students. Locks should be taken away by the students after finishing their service at the clinic, otherwise the locks will be removed by the staff!

On weekends and holidays, at 8,00 a.m., the day-shift students have to present themselves at the day-shift veterinarian, in the ambulatory examination room No 4, belonging to the Division of Internal Medicine. Two students stay at the Intensive Care Unit, two go to the Surgery or to the Obstetrical Division, depending on, which clinical division takes care of the surgical/obstetrical patients. The students join in the patient care until 20.00 p.m. The registration and justification of the practice on weekends and holidays – morning and evening as well – is done by the day shift veterinarian of the given division.

On weekends and holidays, the night-shift students have to present themselves at 20.00 p.m. at the central night shift veterinarian. (On these days the central night shift

veterinarian works from 20.00 p.m. about her/him the receptionist or the porter can inform the students.) The arrival of the night-shift students at 20.00 p.m. is registered by the central night shift veterinarian, just as the departure at next morning 08.00 a.m. The central night shift veterinarian guides, supervises, and justifies the work of the students.

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