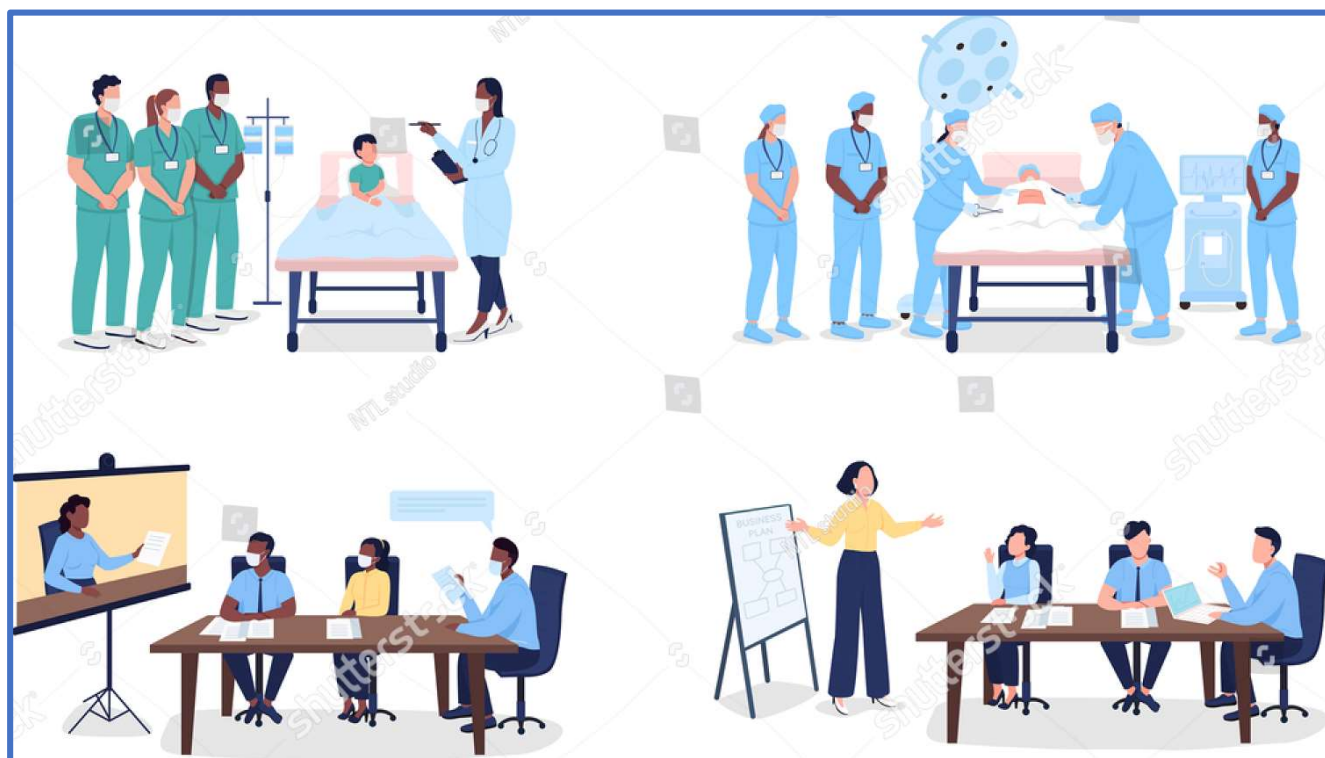




Università
degli Studi di
Messina

SINGLE CYCLE MASTER DEGREE COURSE
MEDICINE & SURGERY (LM/41)



REGULATIONS OF
PROFESSIONAL TRAINING ACTIVITIES
(PTA)

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Introduction

The Degree Course in Medicine & Surgery aims to provide both professional and humanistic training, preparing future doctors not only to correctly recognize and treat diseases, but also to develop a broader vision of health. The educational approach places the patients at the center, considering their individuality and complexity.

The theoretical-practical pathway is structured around the transmission of methods, knowledge, and experiences designed to stimulate critical thinking, enabling future professionals to responsibly address health issues from preventive, clinical-diagnostic, therapeutic, and rehabilitative perspectives.

The educational program includes intensive clinical and professional training activities, beginning in the first year with basic professional training activities at the Simulation and Innovative Teaching Center (SIDI Center). These activities progressively intensify starting from the third year of the course, within the clinical wards of the University Hospital “G. Martino” and/or affiliated public and private healthcare facilities that have agreements with the University of Messina.

Professional Training Activities (PTA) may also be carried out using advanced medical simulators, through virtual practice in managing clinical cases and performing specific procedures. Simulation in a controlled environment represents a teaching method that ensures the safety of both the trainee and the patient, allowing students to become familiar with the tools they will use in everyday clinical practice.

This training method, focused on the development of technical and procedural skills, enables students to build a 'reservoir of experience' to draw from, ensuring safe learning without risks to patients. Moreover, it promotes a positive change in the attitudes and competencies of healthcare professionals.

The regulatory reference is the National Strategic Document on the Guidelines for the Development of Simulation in Healthcare in Italy, issued by the Ministry of Health (July 2022).

Professional Training Tutor

The training and supervision of students during their internships are ensured by a tutoring system, conducted by both university professors and healthcare personnel employed by the company (company tutor) where the training takes place. Company tutors, appointed by the competent university structures (SIR), must be highly qualified and have an adequate scientific and professional curriculum. Their appointment is free of charge to the University, in compliance with University regulations and subject to the approval of the General Director of the company to which they belong.

The Professional Training Tutor collaborates in the management and organization of internships, facilitating the integration of practical experience and the theory learned by students. They carry out their clinical work at the internship location, supporting the student in their daily work activities. Furthermore, they select learning opportunities consistent with the objectives of the internship plan and ensure the safety of the student and users.

The company tutor coordinates with the instructor in charge of the course in which the internship will be held, from whom he or she receives guidance on the methods, organization, and content of the internship teaching.

If the internship takes place in affiliated facilities, the tutor, selected according to the procedures outlined above and after appropriate training, must coordinate with the instructor in charge of the course.

The company tutor is responsible for the implementation and assessment of the internship and is required to prepare a final evaluation form.

The company tutor, who may be assisted by a medical specialist trainee enrolled in the final two years of specialization school, may be replaced or supported by another healthcare professional working at the Operating Unit where the internship is held in the event of unforeseen absence or work-related emergencies.

The student-to-tutor ratio for professional development activities must be 3:1 and in any case not to exceed 5:1.

The provisions regarding the appointment of tutors are specified in the specific agreements between the University and the hospitals and local authorities, including the affiliated private facilities.

• General PTA objectives

The minimum objectives envisaged each year for professional training activities are listed below. The detailed sheets relating to the objectives of each course, shared with the course holders and clinical tutors, are attached to this regulation.

Year	Minimum Objectives The following minimum competences must be achieved by the students:
1 st , 2 nd year	Washing hands with soap and water or with an alcohol-based solution. Wearing sterile gloves correctly. Recording vital signs. Assessing pain with a subjective scale. Determining the body mass index (BMI). Knowing the routes and methods of drug administration. Being able to perform the following maneuvers on a manikin: <ul style="list-style-type: none"> performing defibrillation with an automatic defibrillator (AED) performing the essential maneuvers of Cardiopulmonary Resuscitation (CPR) in adults, children and infants placing an adult/child in the safety lateral position performing mouth-to-mouth ventilation performing ventilation with a pocket mask performing ventilation with a bag (Ambu) performing anti-choking maneuvers in adults and children (Heimlich maneuvers) administering oxygen with nasal diffuser (glasses) administering oxygen with mask (simple and Venturi)
3 rd year	Collecting complete anamnesis: recent, remote, familial pathology, etc. Performing a general objective examination and examination of the various organs and systems (thorax, abdomen, heart). Interpreting laboratory tests. Knowing how to perform ECG. Knowing how to perform venous blood sampling. Knowing the basic techniques of research methodology in general physiopathology.
4 th year	Correlating anamnestic and objective data to establish a possible diagnosis. Interpreting laboratory and instrumental tests. Knowing histopathological techniques. Knowing histopathological correlations.
5 th year	Correlating all available data to formulate a correct diagnosis and/or diagnostic process. Formulating medical and/or surgical therapeutic hypotheses.
6 th year	Setting the correct diagnostic and therapeutic path and any follow-up of the patient. Knowing how to use the methodologies of General Medicine. Knowing how to perform advanced cardiopulmonary resuscitation (CPR) using drugs and a manual defibrillator

• Registration

- o Students may register for professional development activities, both in the medical and surgical fields, **during the first ten days of October, February, and June of each academic year.** Registration is completed exclusively through the Unime-Esse3 platform.
- o **Requirements Verification: Access to the activities is subject to passing the prerequisites set out in the study plan.** The platform automatically verifies these requirements before allowing registration and assigning the requested department. The student will be assigned to a clinical tutor once eligibility is confirmed.
- o **Specific Requirements for the Third Year:** Students enrolled in the third year may access professional development activities only after passing the Mechanisms of Disease exam, completing the mandatory training course on workplace safety, and obtaining a medical assessment of suitability following a health surveillance examination by the competent physician, as required by Legislative Decree 81/2008 and the State-Regions Agreement. The safety training course includes both a general component, a 4-hour module covering the fundamental aspects of workplace safety, and a specific component, **additional modules totaling 12 hours, which delve into the specific risks of the medical sector.**

Access for 4th, 5th, and 6th-year students: Enrollment in activities for students in subsequent years is subject to compliance with the prerequisites required by the degree programs and occurs during the same periods indicated in Article 1. Priority for assignment to professional training activities will be established based on the number of credits earned.

• Attendance

Attendance at the professional training activities scheduled for each academic year is mandatory for progression to the following academic year. These activities must be completed by December 31st following the academic year.

Each attendance shift lasts a maximum of 14 days, of which at least 10 days must be attended, including any holidays, unless otherwise indicated by the responsible tutor.

Activities are carried out according to a rotation system divided into three daily time slots, in line with the clinical activity schedule:

☐ from 8:00 am to 2:00 pm

☐ from 2:00 pm to 8:00 pm

☐ from 8:00 pm to 8:00 am

☐ Night shifts may only be performed if there are no teaching activities scheduled for the following morning, and therefore exclusively on Fridays, Saturdays, or other days before holidays during school months, or on any day during periods without lessons.

• PTA Organization

The educational organization of the Master's Degree in Medicine & Surgery provides, in compliance with current legislation, at least 60 CFU for professional training activities, out of a total of 360 CFU. These include 15 CFU dedicated to the Practical Evaluation Clerkship (TPV), which qualifies students to practice the medical profession.

Composition of the activities

The professional training activities are divided into:

1. Mandatory Professional Training Activities (mandatory PTA)
2. Professional Training Activities chosen by the Student (elective PTA) – equal to 8 CFU
3. Practical Evaluation Clerkship (TPV) – equal to 15 CFU

Hourly quantification

- For each ECTS (CFU) of PTA (mandatory and elective) 25 hours of mandatory attendance are provided.
- For each ECTS (CFU) of TPV, 20 hours of mandatory attendance and 5 hours of independent study are required.

Mandatory PTA

For each academic year, a coordinator of professional training activities is appointed. Their role is to support the academic administration and coordinate the planning and evaluation of clinical internships (medical and surgical), in collaboration with the clinical tutors assigned to the students.

Registration for mandatory clinical internships takes place during the designated time slots (first ten days of October, February, and June) via the Unime-Esse3 online platform, subject to automatic verification of prerequisites by the academic administration.

Once a clinical tutor has been assigned:

- the student will contact the assigned tutor, who will organize the professional development activity schedule;
- the administration will inform students of the tutor's name and start date;
- the student must complete the online register, specifying the activities completed;
- the tutor will validate the register and issue a suitability assessment regarding the acquisition of the required skills.

Elective PTA

The professional training activities chosen by the student (elective PTA, equal to 8 CFU in total) must be indicated in the study plan presented at the beginning of each academic year, at the same time as the registration phase.

The student secretariat, after verifying compliance with the prerequisites, will allow registration for the requested activities. The coordinating teacher of the professional training activities activity will plan, in collaboration with the clinical tutors, the organization of the chosen activities.

The assignment of the tutor and the evaluation of the student follow the same rules as the mandatory PTA

Practical Evaluation Clerkship

- 1) The Practical Evaluation Clerkship (TPV), equal to 15 CFU, is aimed at qualifying to practice the medical profession in accordance with the provisions of current legislation.

The TPV must be carried out during periods in which teaching activities are not regularly carried out (usually January, February, June, July, August and September), in order to ensure the achievement of the 100 certified hours required for the fifth and sixth year students who have passed all courses from the first to the fourth year.

Educational Objectives and Evaluation of Clinical Skills

The educational objectives of the professional training activities are reported in the PTA sheets, attached to these regulations.

They are proposed by the professor in charge of the course, approved by the Degree Course Council, and shared with both the clinical tutors and the students. Students are required to fill out and sign the PTA sheet daily, documenting the activities carried out and the levels of competence achieved.

At the end of the internship:

- the tutor will verify the level of competence acquired by the student through:
 - a. critical analysis of the student's portfolio
 - b. objective, structured and standardized practical test (e.g. simulated patients, OSCE - Objective Structured Clinical Examination, bed-side tests)
 - c. possible oral interview, if foreseen by the didactic plan
- the student will evaluate the quality of the tutoring activity received according to a specific questionnaire approved by the Degree Course.

Locations where PTA are carried out

The PTA of the Degree Program in Medicine and Surgery at the University of Messina are primarily held at the “Gaetano Martino” University Hospital in Messina.

Location Flexibility

Students enrolled in the Degree Program in Medicine and Surgery have the option of completing their PTA (mandatory, elective, and TPV) at any of the following partner institutions:

- **Simulation and Innovative Teaching Center – University of Messina**
- **"Gaetano Martino" University Hospital – Messina**
- **Papardo Hospital – Messina**
- **Additional partner institutions, listed in the updated list available on the Degree Program website.**

Furthermore, internships, including TPV, can be completed at partner institutions abroad and/or as part of international mobility projects promoted by the University, subject to completing a Learning Agreement in accordance with the current regulations on international mobility.

Educational Objectives and Evaluation of Clinical Skills

The educational objectives of the professional training activities are defined in the PTA sheets, attached to this regulation.

They are proposed by the professor in charge of the course, approved by the Degree Course Council, and shared with clinical tutors and students. Students are required to fill out the form relating to the activity carried out on a daily basis, signing the contents with their tutor.

1. Evaluation principles

The evaluation of the skills acquired during the PTA, with particular reference to the "know-how" and "know-how to be" a doctor, aims to detect the level of professional maturation and awareness acquired in the last years of the course.

The evaluation grid takes into consideration:

- clinical and scientific skills;
- diagnostic skills and the correct use of protocols and procedures;
- clinical reasoning and *problem solving* skills;
- professional ethics, commitment to honesty and integrity;
- communication and relational skills within the healthcare team.

Tutors are invited to recognize that these dimensions represent a crucial element of medical training, and that professional training activities constitute a training tool, as well as an evaluation tool.

2. Assessment methods

The assessment of the skills achieved by the student includes:

- analysis of the portfolio of clinical experiences;
- assessment through structured and objective practical tests (e.g. OSCE, simulated patients, bed-side tests);
- oral exam, where provided for in the teaching plan.

All documentation is available on the official website of the Course of Studies.

A solid training agreement between teacher and student, cultivated in the context of daily clinical practice, represents the essential condition for achieving effective results and for promoting professional excellence.

Clerkship qualifying for the medical profession (TPV)

In accordance with the provisions of art. 3 of the Ministerial Decree of 9 May 2018 n. 58, the practical-evaluative clerkship:

1. is aimed at ascertaining the student's abilities in terms of knowing how to do and knowing how to be a doctor, which consists in applying biomedical and clinical knowledge to medical practice, in resolving questions of professional ethics and medical ethics, in demonstrating the ability to solve clinical problems relating to the areas of medicine and surgery and related specialties, laboratory and instrumental diagnostics and public health, and in applying the principles of effective communication;
2. lasts a total of three months; it is carried out no earlier than the fifth year of the course and provided that all the exams of the first four years of the course, provided for by the regulations of the university location, have been passed positively, and is organized according to what is established by the regulations and teaching regulations of each Course of Study;
3. takes place for a number of hours corresponding to at least 5 CFU for each month (each CFU reserved for the internship must correspond to at least 20 hours of professional training activities teaching activity and no more than 5 hours of individual study) and is divided into the following periods, which may or may not be consecutive: one month in the surgical area, one month in the medical area, one month in the specific area of General Medicine, the latter to be carried out no earlier than the sixth year of the course,

at the surgery of a general practitioner and after having completed the internship in the medical area and in the surgical area.

PTA TPV	15 credits
TPV Medical Area	5
TPV Surgical Area	5
TPV General Medicine	5

4. The certification of attendance and the evaluation of the internship periods are carried out under the direct responsibility and care of the University Professor or Medical Director, responsible for the facility attended by the intern, and by the General Practitioner, who issue a formal certificate of attendance and express, after having evaluated the results relating to the skills demonstrated, in the positive case, a judgment of suitability, on this diary booklet, which is divided into a descriptive part of the activities carried out and an evaluative part of the skills demonstrated;
5. It is considered passed only in the event of obtaining a positive judgment of suitability for each of the three periods.

IMPLEMENTING RULES OF THE PRACTICAL EVALUATION CLERKSHIP (TPV)

Start of the TPV

The start of the TPV occurs upon presentation of a specific request by the student by filling in the form on the dedicated IT platform of the Medicine & Surgery Degree Course.

Activation is subject to verification of the access requirements by the Teaching Secretariat.

Department Assignment and Online Management

Once authorized, the student will be able to view within their reserved area on the Unime-Esse3 portal:

- the clinical facilities assigned for carrying out the TPV in the Medical Area and Surgical Area;
- the periods scheduled for attending the planned modules.

The assignment is managed online and coordinated between the Teaching Secretariat and the Professional training activities Activity Representative.

Attendance and Evaluation Certificate

The attendance and evaluation forms will be forwarded digitally to the Director of the UOC to which the student is assigned. The Director is responsible for:

- filling out and signing the forms certifying attendance and suitability
- sending them to the TPV Representative of the Medical and Surgical Area, so that they are taken into consideration in the final evaluation.

TPV at General Practitioners (TPV MMG)

TPV at General Practitioners (MMG) is also regulated according to ministerial directives.

After the formal request by the student, and having verified the regulatory feasibility, the Teaching Secretariat will forward the list of names:

- to the Secretariat of the Order of Physicians of Messina and Reggio Calabria
- who will coordinate the assignment at the participating clinics.

At the end of the TPV MMG, the attendance and evaluation certificates will be sent to the University for completion of the procedure.

Registration of the Evaluation in the Academic Career

The Student Secretariat will insert the attendance certificate and the final evaluation in the student's career, thus completing the TPV training process.

Attachment 1. Mandatory PTA scheduled in a.y. 2025-26 by the Single Cycle Master Degree Course Medicine & Surgery

		Credits	Tutor (n)	SSD
1st Year		1	1	
	A004311 - Clinical Clerkship - Early Clinical Contact (compulsory)	1		MEDS-23/A
2nd Year		1	1	
	A004324 - Clinical Clerkship Early Clinical Contact (compulsory)	1		MEDS-23/A
3rd Year		19	19	
	A004336 - Clinical Clerkship Medical Semeiotics	4		MEDS-05/A
	A004337 - Clinical Clerkship Surgical Semeiotics	4		MEDS-06/A
	A004338 - Clinical Clerkship Maxillo-facial Surgery	1		MEDS-15/B
	A004339 - Clinical Clerkship Otorhinolaryngology	1		MEDS-18/A
	A004340 - Clinical Clerkship Ophthalmology	1		MEDS-17/A
	A004587 - Clinical clerkship Infectious diseases	1		MEDS-10/B
	A004342 - Clinical Clerkship Plastic Surgery	1		MEDS-14/A
	A004588 - Clinical Clerkship Skin & Sexually Transmitted Diseases	1		MEDS-10/C
	A004368 - Clinical Clerkship Cardiovascular Diseases	1		MEDS-07/B
	A004369 - Clinical Clerkship Respiratory Diseases	1		MEDS-07/A
	A004370 - Clinical Clerkship Thoracic Surgery	1		MEDS-13/A
	A004371 - Clinical Clerkship Vascular Surgery	1		MEDS-13/B
	A004372 - Clinical Clerkship Cardiac Surgery	1		MEDS-13/C
4th Year		12	12	
	A004344 - Clinical Clerkship Endocrinology	1		MEDS-08/A
	A004341 - Clinical Clerkship Metabolic Diseases	1		MEDS-05/A
	A004367 - Clinical Clerkship Pathology	1		MEDS-04/A
	A004613 - Clinical Clerkship Rheumatology	1		MEDS-14/C
	A004618 - Clinical Clerkship Gastroenterology	1		MEDS-10/A
	A004614 - Clinical Clerkship Nephrology	1		MEDS-08/B
	A004615 - Clinical Clerkship Urology	1		MEDS-14/C
	A004616 - Clinical Clerkship Hematology	1		MEDS-09/B
	A004617 - Clinical Clerkship Oncology	1		MEDS-09/A
	A004373 - Clinical Clerkship Imaging	1		MEDS-22/A
	A004374 - Clinical Clerkship Nuclear Medicine	1		MEDS-22/A
	A004376 - Clinical Clerkship Radiotherapy	1		MEDS-22/A
5th Year		13	13	
	A004421 - Clinical Clerkship Neurology	2		MEDS-12/A
	A004422 - Clinical Clerkship Neuroradiology	1		MEDS-22/B
	A004622 - Clinical Clerkship Neurosurgery	1		MEDS-15/A
	A004423 - Clinical Clerkship Obstetrics & Gynecology	2		MEDS-21/A
	A004424 - Clinical Clerkship Orthopedics & Traumatology	1		MEDS-19/A
	A004486 - Clinical Clerkship Physical & Rehabilitation Medicine	1		MEDS-19/B
	A004426 - Clinical Clerkship Pediatrics	3		MEDS-20/A
	A004427 - Clinical Clerkship Pediatric surgery	1		MEDS-14/A
	A004623 - Clinical Clerkship Child Neuropsychiatry	1		MEDS-20/B
5th - 6th Practical Evaluation Clerkship Medical Area		5	5	
	A001109 - Practical Evaluation Clerkship Medical Area			
	Internal Medicine	3		MEDS-05/A
	Emergency Medicine	1		MEDS-05/A
	Pediatrics	1		MEDS-20/A
5th - 6th Practical Evaluation Clerkship Surgical Area		5	5	
	A001110 - Practical Evaluation Clerkship Surgical Area			

	General Surgery	3		MEDS-06/A
	Emergency Surgery	1		MEDS-06/A
	Pediatric Surgery	1		MEDS-15/A
6th Year		13	13	
	A004484 - Clinical Clerkship General Surgery	4		MEDS-06/A
	A004485 - Clinical Clerkship Emergency Surgery	1		MEDS-06/A
	A004486 - Clinical Clerkship Anesthesiology & Intensive Care	2		MEDS-23/A
	A004487 - Clinical Clerkship Internal Medicine	5		MEDS-05/A
	A004489 - Clinical Clerkship Emergency Medicine	1		MEDS-05/A
	Practical Evaluation Clerkship General Medicine	5		