

## CLINICAL ROTATION LIST

This list will be updated periodically as clinical rotations become unavailable due to student requests; please make sure you check the most updated version when filling in your Learning Agreement for Studies.

**Please make sure to read the RULES FOR ATTENDING CLINICAL ROTATIONS on p. 3 of this document.**

### 3 ECTS clinical rotations = 2 weeks

Code	Clinical rotation	ECTS credits	Available
72463	TIROCINIO CLINICO A SCELTA IV ANNO - CHIRURGIA CARDIACA	3	Yes
72444	TIROCINIO CLINICO A SCELTA IV ANNO - CHIRURGIA GENERALE	3	Yes
72449	TIROCINIO CLINICO A SCELTA IV ANNO - CHIRURGIA PEDIATRICA E INFANTILE	3	Yes
72503	TIROCINIO CLINICO A SCELTA IV ANNO - DIAGNOSTICA PER IMMAGINI E RADIOTERAPIA	3	Yes
72435	TIROCINIO CLINICO A SCELTA IV ANNO - ENDOCRINOLOGIA	3	Yes
72434	TIROCINIO CLINICO A SCELTA IV ANNO - GASTROENTEROLOGIA	3	Yes
72424	TIROCINIO CLINICO A SCELTA IV ANNO - GENETICA MEDICA	3	Yes
72507	TIROCINIO CLINICO A SCELTA IV ANNO – GINECOLOGIA E OSTETRICIA	3	Yes
72502	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE CUTANEE E VENEREE	3	Yes
72437	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE DEL SANGUE	3	Yes
72432	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE DELL'APPARATO CARDIOVASCOLARE	3	Yes
72500	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE DELL'APPARATO LOCOMOTORE	3	Yes
72431	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE DELL'APPARATO RESPIRATORIO	3	Yes
72496	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE DELL'APPARATO VISIVO	3	Yes
72443	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE INFETTIVE	3	No - Full
72430	TIROCINIO CLINICO A SCELTA IV ANNO - MEDICINA INTERNA	3	Yes
72428	TIROCINIO CLINICO A SCELTA IV ANNO - MICROBIOLOGIA E MICROBIOLOGIA CLINICA	3	Yes
72436	TIROCINIO CLINICO A SCELTA IV ANNO - NEFROLOGIA	3	No - Full
72506	TIROCINIO CLINICO A SCELTA IV ANNO - NEUROPSICHIATRIA INFANTILE	3	Yes
72498	TIROCINIO CLINICO A SCELTA IV ANNO - OTORINOLARINGOIATRIA	3	Yes
72505	TIROCINIO CLINICO A SCELTA IV ANNO - PEDIATRIA GENERALE E SPECIALISTICA	3	Yes
72489	TIROCINIO CLINICO A SCELTA IV ANNO - PSICHIATRIA	3	Yes
72442	TIROCINIO CLINICO A SCELTA IV ANNO - REUMATOLOGIA	3	Yes
72488	TIROCINIO CLINICO A SCELTA IV ANNO - UROLOGIA	3	Yes

### 3 ECTS clinical rotation = 3 weeks

Code	Clinical rotation	ECTS credits	Available
70660	TIROCINIO DI SEMEOTICA GENERALE – II semester only	4	Yes

## HOW TO CHOOSE AND LIST CLINICAL ROTATIONS IN YOUR LEARNING AGREEMENT

**Clinical rotations must be listed in your Learning Agreement for Studies;** you should write their code and name according to the 'Clinical Rotation List', as you would do for courses and elective courses.

Example:

Course code	Course name	ECTS credits
72437	TIROCINIO CLINICO A SCELTA IV ANNO - MALATTIE DEL SANGUE	3
72444	TIROCINIO CLINICO A SCELTA IV ANNO - CHIRURGIA GENERALE	3
72507	TIROCINIO CLINICO A SCELTA IV ANNO - GINECOLOGIA E OSTETRICIA	3

Each clinical rotation code can only be listed once.

Every clinical rotation you wish to attend must be listed in your final Learning Agreement for Studies; otherwise, it will NOT be scheduled.

The **maximum** amount of clinical rotations you can request is:

<i>Your LA features...</i> <i>Your exchange is for...</i>	<b>Courses + clinical rotations</b>	<b>Clinical rotations only</b>
<b>Full academic year</b>	max 24 ECTS credits of clinical rotations	max 24 ECTS credits of clinical rotations
<b>One semester only</b>	max 15 ECTS credits of clinical rotations	max 15 ECTS credits of clinical rotations

*Tirocini pratici* are subject to the availability of our teaching hospitals, and **are scheduled on a first-come-first-served basis** according to the date and time on which we receive each student's Learning Agreement for Studies with the approval signature and stamp of their home University.

**Clinical rotations are assessed as passed/failed. NOT graded out of 30. It is not possible to replace a pass/fail assessment with a grade.**

## RULES FOR ATTENDING CLINICAL ROTATIONS

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### REGISTRATION

In order to register your online clinical rotations, you must:

1. Have listed all your required clinical rotations in your Learning Agreement or in one of the 'Changes to the Learning Agreement' forms;
2. Have completed your check-in at the University of Bologna;
3. Have sent the health documents according to instructions received via e-mail.

Please refer to <https://corsi.unibo.it/magistralecu/MedicinaChirurgia/exchange-students-a-y-2023-2024> for further information about these three procedures.

Once you meet the conditions mentioned above, the International Services office will send you your clinical rotations schedule and other follow up information. Please **remember to check your institutional mailbox** ([name.surname@studio.unibo.it](mailto:name.surname@studio.unibo.it)) or to set a forward rule to your personal mailbox.

### CONTACT DETAILS FOR THE FIRST MONDAY OF EACH CLINICAL ROTATION

A list with **contact details for the first Monday** of each clinical rotation will be sent together with the schedule.

Attendance and activity information for the following days will be given by the clinical rotation coordinator or tutor on the first day.

### ATTENDANCE RULES

In order to get a 'pass' evaluation, you must **attend at least 75% of the scheduled period** for each clinical rotation. Clinical rotations take place from Monday to Friday, 8.30-13.00. Each hospital ward has its rules for monitoring attendance; you are strongly advised to comply with them to have your attendance confirmed. Please read the "Online confirmation and recording" paragraph for further information.

It is **not possible to arrange or change the personal clinical rotation schedule** without permission from the School's Staff Office-International Services ([erasmus.medicine@unibo.it](mailto:erasmus.medicine@unibo.it)).

Clinical rotations may be rescheduled **only** if you fail to complete the required attendance record (75%) **due to illness**, provided that you inform the School's International Services Office ([erasmus.medicine@unibo.it](mailto:erasmus.medicine@unibo.it)) and the clinical rotation coordinator about your absence:

- **Before the beginning** of a clinical rotation, or
- **By Wednesday of the second week of the clinical rotation you are attending.**

Rescheduling is subject to the remaining availability of clinical rotation slots in our teaching hospitals.

Clinical rotations that you miss due to your being declared unfit or absent at the medical check (Occupational Medicine Service), or for reasons other than illness, **will not be rescheduled**.

In case you decide to **withdraw from one or more clinical rotations**, i.e. because you will cancel them from your Learning Agreement for Studies, please inform the School's International Services office ([erasmus.medicine@unibo.it](mailto:erasmus.medicine@unibo.it)) as soon as possible so your clinical rotation slot can be reassigned to other exchange students.

## BEHAVIOUR

During clinical rotations, all students must behave appropriately and in accordance with their role as future healthcare professionals.

Students must therefore:

- Arrive and leave on time when you are scheduled to attend a clinical rotation;
- Comply with rules and regulations of the teaching hospital and hospital ward as illustrated by the clinical rotation coordinators and tutors;
- Wear a white coat when attending hospital wards (**not provided by the teaching hospitals** so you should bring your own);
- Arrive and leave on time, and notify any absence to the clinical rotation coordinator/tutor;
- Be respectful to everyone;
- Comply with the institutional rules and regulations regarding workplace hygiene, health, and safety;
- Comply with privacy rules when dealing with any data and information during clinical rotations.

## DRESS CODE

Students attending clinical rotations must wear a white coat, in compliance with institutional rules and regulations on workplace hygiene. **White coats are not provided by teaching hospitals so you should bring your own.**

Access to the operating theatre sections (Blocchi Operatori) of the S.Orsola-Malpighi teaching hospital is permitted only when wearing the required TTR uniforms. TTR uniforms are provided directly by the departments.

## ONLINE CONFIRMATION AND ALMAESAMI RECORDING

After the end of each clinical rotation, and on condition that you meet the minimum attendance requirements, the clinical rotation coordinator or tutor will confirm your attendance on the online record. You must then fill in the **online assessment form (questionario di valutazione)** in order to finalise the recording of the clinical rotation on your AlmaEsami account (*verbalizzazione*).

You can check the status of your clinical rotations from the homepage of your Studenti Online account. The square box next to each clinical rotations works by the following colour code:

### **Richiesta ricevuta (box colour: GREY)**

The clinical rotation is registered on the system – in case of registration problems, please write to [erasmus.medicine@unibo.it](mailto:erasmus.medicine@unibo.it).

### **Frequenza confermata (box colour: YELLOW)**

After attendance has been confirmed, the clinical rotation coordinator or tutor must enter your final assessment (pass/fail); the status box then becomes marked as *'Tirocinio completato'*.

### **Tirocinio completato (box colour: YELLOW)**

When the clinical rotation is marked as *'Tirocinio completato'*, you can access the detail page by clicking on *'vedi dettaglio'* on the right side of the page and **fill in the assessment form (questionario di valutazione)**. A few days after completing the assessment form, the status box will turn **green**.

### **Tirocinio verbalizzato (box colour: GREEN)**

The clinical rotation is recorded on your AlmaEsami account (Studenti Online > AlmaEsami).

The following figure shows an example of how clinical rotations will be displayed on your Studenti Online account.

The screenshot shows the 'STUDENTI ONLINE' interface. At the top, it says 'Sei in: Le tue richieste'. Below this is a section titled 'Le tue richieste'. Underneath, there are two main sections: 'Storico richieste' and 'Sintesi delle richieste in corso'. The 'Sintesi delle richieste in corso' section contains a table with the following data:

Stato	Id	Tipo	Descrizione	Data inizio
<input type="checkbox"/> Richiesta ricevuta		Tirocinio di Medicina	Tirocinio clinico a scelta iv anno - ginecologia e ostetricia (72507)	<a href="#">Vedi dettaglio »</a>
<input type="checkbox"/> Tirocinio completato		Tirocinio di Medicina	Tirocinio clinico a scelta iv anno - malattie infettive (72443)	<a href="#">Vedi dettaglio »</a>
<input type="checkbox"/> Tirocinio completato		Tirocinio di Medicina	Tirocinio clinico a scelta iv anno - malattie dell'apparato cardiovascolare (72432)	<a href="#">Vedi dettaglio »</a>
<input type="checkbox"/> Frequenza confermata		Tirocinio di Medicina	Tirocinio clinico a scelta iv anno - gastroenterologia (72434)	<a href="#">Vedi dettaglio »</a>

The 'Sintesi delle richieste concluse' section contains a table with the following data:

Stato	Id	Tipo	Descrizione	Data chiusura
<input checked="" type="checkbox"/> Richiesta accettata	355630	Piani web	Presentazione del piano di studio	<a href="#">Vedi dettaglio »</a>
<input checked="" type="checkbox"/> Tirocinio verbalizzato	347081	Tirocinio di Medicina	Tirocinio clinico a scelta iv anno - malattie dell'apparato respiratorio (72431)	<a href="#">Vedi dettaglio »</a>
<input checked="" type="checkbox"/> Tirocinio verbalizzato	347079	Tirocinio di Medicina	Tirocinio clinico a scelta iv anno - pediatria generale e specialistica (72505)	<a href="#">Vedi dettaglio »</a>
<input checked="" type="checkbox"/> Richiesta accettata	347072	Piani web	Presentazione del piano di studio	<a href="#">Vedi dettaglio »</a>
<input checked="" type="checkbox"/> Richiesta accettata	347067	Piani web	Presentazione del piano di studio	<a href="#">Vedi dettaglio »</a>