

MINISTRY OF SCIENCE, HIGHER EDUCATION AND INNOVATION OF THE
KYRGYZ REPUBLIC

ASIAN INTERNATIONAL UNIVERSITY NAMED AFTER SATKYNBAI TENTISHEV

AGREED

Vice-Rector for Quality of Education and
Labor Discipline
Edigeev Zh.A.

[Signature]
" 30 " 10 2025

APPROVED

by the decision of
the Academic Council of AIU
Protocol № 2

dated " 30 " 10 2025

Rector of AIU, Honored Doctor of the Kyrgyz Republic,
Doctor of Medical Sciences, Professor
Selpiev T.T.



QUALITY MANAGEMENT SYSTEM

REGULATION ON CLINICAL PRACTICE

QMS – AP – 6 – 2025

AGREED

Vice-Rector for Academic and Scientific Work,
PhD, Associate Professor Choguldurov M.D.

[Signature]
" 30 " 10 2025

Head of Practical Skills Development and Assessment Center
Madaakeev R.R.

[Signature]
" 30 " 10 2025

COMPILED BY

QMS Specialist at the Quality of Education
and Labor Discipline Department

Karagulova M.Sh.
[Signature]
" 30 " 10 2025

1. General provisions

1.1. This Regulation defines the procedure of organization and conduct of clinical practice, types and kinds of practices, forms and methods of their conduct, requirements for planning, resource and material-technical support, as well as the procedure for evaluation of results and summing up of clinical practice in the Asian International University named after Satkynbay Tentishev (hereinafter – AIU).

1.2. Clinical practice (hereinafter – Practice) is a mandatory component part of educational programs of higher medical education of AIU and is implemented within the framework of main educational programs in accordance with requirements of state educational standards, professional standards in the field of healthcare and the internal quality management system of the University. Practice is aimed at formation and development of professional and clinical competencies of students, consolidation and deepening of theoretical knowledge, as well as mastering of practical skills in conditions of real medical activity.

1.3. Practice is implemented as an element of the educational process ensuring integration of theoretical training and clinical activity, and is part of the system of evaluation of learning outcomes, including formation of competencies provided by main educational programs and funds of evaluation means. Results of Practice are subject to mandatory evaluation using approved criteria and control tools.

1.4. The tasks of Practice are:

- formation of professional skills and clinical abilities of students in accordance with the profile of medical training;
- consolidation and deepening of theoretical knowledge in clinical and basic medical disciplines;
- formation of ability to apply knowledge, skills and abilities in conditions of treatment-diagnostic process;
- development of clinical thinking, responsibility and decision-making skills;
- acquisition of experience of performance of treatment-diagnostic, preventive, rehabilitation and organizational-managerial functions;
- formation of skills of compliance with principles of medical ethics, deontology and academic integrity;

1.5. Organization of Practice is carried out within the framework of the process model of the quality management system of AIU and is aimed at:

- ensuring compliance of training of students with requirements of state educational and professional standards in the field of healthcare;
- achievement of planned learning outcomes and formation of professional competencies;
- ensuring continuity and succession of clinical training of students;
- integration of educational, scientific and clinical activity;
- ensuring control of quality of practical training and its continuous improvement based on analysis of results;

1.6. Practice is a component part of the educational process and is implemented in accordance with main educational programs of medical education, programs of practices, curricula and the schedule of the educational process. For each Practice a program is developed including goals, tasks, planned results, list of formed competencies, content, types of activity, forms of reporting and evaluation criteria.

1.7. This Regulation is developed in accordance with:

- Law of the Kyrgyz Republic “On Education”;
- state educational standards;
- professional standards in the field of healthcare;
- orders of authorized bodies in the field of healthcare and education;
- Charter of AIU named after S. Tentishev;
- Quality Manual;

- Quality Policy;
- Regulation on organization of the educational process;
- Regulation on monitoring and evaluation of quality of education;
- other local normative acts of AIU;

1.8. Organization of Practice is carried out on the basis of agreements between AIU and medical organizations that are clinical bases of practice. Clinical bases must meet the following requirements:

- availability of a license for carrying out medical activity;
- compliance of activity profile with training profile of students;
- availability of qualified medical personnel performing functions of mentors;
- provision of conditions for implementation of the practice program, including access to patients, equipment and medical documentation within the framework of current legislation;
- compliance with requirements of labor protection, sanitary-epidemiological norms and rules;

1.9. Management of Practice is carried out:

- from AIU – by the supervisor of practice from among teaching staff;
- from the clinical base – by a mentor from among qualified medical workers;

Mentors ensure management of practical activity of students, control of execution of assignments, formation of professional skills and evaluation of results of practice.

1.10. Evaluation of results of Practice is carried out based on a comprehensive approach and includes:

- evaluation of execution of the practice program;
- evaluation of formation of professional and clinical competencies;
- analysis of reporting documentation of the student, including the practice diary and report;
- characteristic (feedback) from the clinical base;
- final attestation based on results of practice using criteria and indicators established by the fund of evaluation means;

1.11. For the purpose of ensuring quality of Practice the following documentation is maintained:

- practice program;
- agreements with clinical bases;
- orders on sending students to practice;
- practice diaries of students;
- reports of students;
- characteristics from practice bases;
- evaluation sheets and other forms of control;

1.12. Practice is conducted taking into account principles of the quality management system, including process approach, orientation to learning outcomes, consideration of requirements of stakeholders, including medical organizations, students and the state, as well as continuous improvement of the educational process based on analysis of monitoring data and feedback.

1.13. For students with limited health capabilities and disabilities Practice is organized taking into account their individual features, state of health and requirements of accessible educational environment, with mandatory compliance with requirements of safety of patients and students.

1.14. The basis for sending students to Practice is the order of the Rector of AIU issued based on curricula, schedule of the educational process, practice programs and concluded agreements with clinical bases.

2. Terms, content and forms of conduct of practice

2.1. Bases of Practice are determined on a contractual basis between AIU and medical organizations that are clinical bases. Agreements are concluded, as a rule, for a term up to 5 years with the possibility of extension.

- 2.2. In AIU educational, clinical practice and pre-diploma practice are established.
- 2.3. Practice is conducted in stationary, off-site or distributed form.
- 2.4. Terms, duration and labor intensity of Practice are determined by educational standards, main educational programs, curricula and the schedule of the educational process. Practice is a mandatory part of the educational process.
- 2.5. Content of Practice is determined by the program developed by the department in accordance with the main educational program and requirements to learning outcomes, including formation of universal, general professional and professional competencies.
- 2.6. The Practice program includes goals, tasks, volume and terms, planned learning outcomes and competencies, content, forms of reporting, evaluation criteria, as well as the list of practical and clinical skills to be mastered.
- 2.6.1. The working program of Practice includes a set of educational-methodological and reporting documentation ensuring organization, сопровождение and evaluation of results of Practice.

The composition of the working program of Practice includes:

- form of the Practice diary of the student;
- form of the report on Practice;
- form of the characteristic (feedback) from the clinical base;
- evaluation sheet of formation of professional and clinical competencies;
- check-list (list) of practical and clinical skills to be mastered;

The indicated forms are a mandatory part of the working program of Practice and are used for documentation of the process of passing Practice, control of mastering of skills and conduct of final attestation.

- 2.7. Evaluation of results of Practice is carried out on the basis of current control, analysis of reporting documentation, evaluation from the clinical base and final attestation.
- 2.8. Supervisors of Practice are appointed by the order of the Rector from AIU and from the clinical base from among qualified medical workers and ensure management, control and evaluation of results of practice.
- 2.9. Practice is conducted on clinical bases with compliance with requirements of medical ethics, sanitary norms, safety and confidentiality of medical information, with step-by-step formation of clinical skills under control of mentors.

3. Organization of practice

3.1. General provisions

- 3.1.1. Organization, coordination and control of Practice, as well as interaction of departments and clinical bases is carried out by the Center for development of clinical skills and clinical practice (hereinafter - Center).
- 3.1.2. Distribution of students across clinical bases is carried out by Center jointly with dean's offices taking into account the profile of training, level of mastering of competencies and capabilities of medical organizations.
- 3.1.3. Assignment of students to clinical bases, type and terms of Practice are approved by the order of the Rector of AIU.
- 3.1.4. Students who have fulfilled requirements of the main educational program, passed medical examination or have a valid medical book, as well as passed instruction and preparation in clinical skills are admitted to Practice.
- 3.1.5. Management of Practice from the University is carried out by teachers of clinical departments appointed by the order of the Rector.

3.2. Functions of Center.

Center ensures organization and support of Practice, including distribution of students across clinical bases, coordination of departments, preparation of orders and documentation, methodological support, conduct of organizational activities, as well as generalization of results and formation of reporting.

3.3. Responsibilities of the dean's office

The dean's office carries out control of passing of Practice by students, accounting of results and academic due, as well as interaction with departments and Center on issues of organization of practical training.

3.4. Responsibilities of the department and supervisor of practice

3.4.1. Organization of Practice is carried out by clinical departments in accordance with the main educational program and programs of practices.

3.4.2. The supervisor of Practice ensures preparation of students for practice, conduct of instruction, control of execution of the program, interaction with the clinical base, methodological support and participation in evaluation of results of Practice.

3.4.3. The supervisor of Practice ensures step-by-step formation of clinical competencies and control of mastering of practical skills.

3.4.4. The department informs the dean's office and Center about the course of Practice and arising problems.

3.5. Responsibilities of the clinical base

The clinical base ensures conditions for passing Practice in accordance with the program, appoints a responsible mentor, ensures compliance with requirements of medical activity, labor protection, sanitary-epidemiological norms and provides opportunities for mastering clinical skills.

3.6. Responsibilities of the supervisor (mentor) from the clinical base

The supervisor from the clinical base organizes work of students, conducts instruction, controls execution of the program, ensures step-by-step mastering of clinical skills, evaluates activity of students and forms a characteristic based on results of Practice.

3.7. Responsibilities of students

The student is obliged:

- to fulfill the Practice program and individual assignments;
- to comply with requirements of medical ethics, deontology and confidentiality of medical information;
- to comply with sanitary-epidemiological norms, requirements of labor protection and safety techniques;
- to maintain established reporting documentation, including the practice diary;
- to master practical and clinical skills under control of mentors;
- to timely pass attestation and submit reporting documents;
- to undergo mandatory medical examinations and have a valid medical book

4. Attestation of students based on results of Practice

4.1. Results of passing Practice are evaluated in the form of midterm attestation in accordance with requirements of state educational standards, educational programs and the fund of evaluation means.

4.2. Students who have fully fulfilled the Practice program, mastered предусмотренные clinical skills and do not have due are admitted to attestation.

4.3. Admission to attestation is carried out in the presence of reporting documentation including the Practice diary, report, characteristic from the clinical base, as well as other documents provided by the Practice program. For medical fields a mandatory condition is the presence of a valid medical book.

4.4. Attestation is aimed at evaluation of formation of professional and clinical competencies, level of mastering of practical skills, as well as discipline and responsibility of the student.

4.5. Attestation is conducted on the basis of analysis of reporting documentation and results of work at the clinical base with subsequent final evaluation, which may include defense of the report, oral questioning or other forms provided by the Practice program.

4.6. Attestation is conducted by supervisors of Practice and teachers of clinical departments. In case of repeated passing a commission approved by the order of the Rector is formed.

- 4.7. The grade is assigned in accordance with established criteria and scales of the fund of evaluation means and reflects the level of formation of competencies.
- 4.8. Results of attestation are formalized in the established documentation and are taken into account when forming academic performance of the student.
- 4.9. Non-passing of attestation or receiving an unsatisfactory grade without a valid reason is recognized as academic due and is subject to elimination in the established procedure.
- 4.10. Retake is allowed not more than two times within the terms established by local normative acts of AIU.
- 4.11. Absences of Practice are subject to mandatory make-up and are considered as academic due.

5. Labor protection and material support

- 5.1. Duration of working time of students during passing Practice at clinical bases does not exceed 36 hours per week and is determined by the режим of work of the medical organization.
- 5.2. From the moment of beginning of Practice, requirements of labor protection, safety techniques, sanitary-epidemiological regime, infection safety and internal rules of the medical organization are extended to students.
- 5.3. A mandatory condition of admission to Practice is passing instruction on labor protection, safety techniques, infection safety and rules of work in medical organizations, as well as absence of medical contraindications.
- 5.4. Students are obliged to comply with requirements of labor protection, sanitary-epidemiological regime and medical ethics, use personal protective equipment, comply with rules of infection safety and handling of medical instruments, biological materials and waste, as well as immediately inform the supervisor about any situations threatening life and health.
- 5.5. In the process of Practice students may be exposed to professional risks, including biological, traumatic and psycho-emotional factors, as well as exposure to medical equipment, in connection with which they are obliged to strictly comply with safety requirements and personal hygiene.
- 5.6. In case of occurrence of emergency or non-standard situations the student is obliged to immediately stop work, inform the supervisor and act in accordance with established instructions.
- 5.7. The clinical base ensures safe conditions for passing Practice, conduct of instructions, access to personal protective equipment and compliance with sanitary-epidemiological requirements.
- 5.8. Expenses related to travel and accommodation of students during the period of passing Practice are not compensated by the University.
- 5.9. For the purpose of ensuring quality of practical training of students in AIU a system management of quality of Practice is carried out, including planning, monitoring, evaluation and continuous improvement of processes of organization and conduct of Practice.
- 5.9.1. Management of quality of Practice is implemented on the basis of the process approach and is aimed at achievement of planned learning outcomes and formation of professional competencies of students.
- 5.9.2. The main elements of management of quality of Practice are:
- planning of Practice based on educational programs;
 - monitoring of the process of passing Practice;
 - evaluation of results of Practice;
 - analysis of effectiveness of Practice;
 - development and implementation of improvement measures;
- 5.10. In AIU regular monitoring and evaluation of effectiveness of Practice is carried out.
- 5.10.1. Monitoring includes:
- control of execution of the Practice program;
 - analysis of formation of professional and clinical competencies;
 - evaluation of quality of organization of Practice at clinical bases;

- analysis of reporting documentation of students;
 - accounting of indicators of academic performance and results of attestation;
- 5.10.2. Evaluation of effectiveness of Practice is carried out based on the following indicators:
- level of mastering of practical and clinical skills;
 - share of students who successfully passed Practice;
 - results of midterm attestation;
 - satisfaction of students and clinical bases with organization of Practice;
 - presence and nature of identified nonconformities and violations;
- 5.11. Based on results of monitoring analysis of effectiveness of Practice is carried out.
- 5.11.1. Analysis is carried out by CRKNSaCP jointly with departments and dean's offices and includes identification of problem zones, causes of deviations and factors influencing quality of practical training.
- 5.11.2. Based on results of analysis corrective and preventive measures are developed aimed at:
- elimination of identified nonconformities;
 - improvement of Practice programs;
 - improvement of quality of clinical bases;
 - improvement of organization and methodological support of Practice;
- 5.11.3. Implementation of corrective measures is controlled by responsible structural subdivisions in the established procedure.

6. Storage of documents on organization and conduct of practice

- 6.1. Documents related to organization and conduct of Practice, including agreements with clinical bases, practice programs, reporting documentation of students, attestation statements and final reports are stored in corresponding structural subdivisions of the University in the established procedure.
- 6.2. Terms of storage of documents on practice are determined by the nomenclature of cases of AIU and requirements of legislation in the field of education and archival affairs.
- 6.3. For the purpose of improvement of quality of Practice regular evaluation of satisfaction of students and representatives of clinical bases is carried out.
- 6.3.1. Evaluation of satisfaction is carried out by means of questionnaires, surveys and other forms of collection of feedback.
- 6.3.2. Results of evaluation of satisfaction are analyzed by Center and are used for improvement of organization and content of Practice.
- 6.4. For the purpose of improvement of effectiveness of management of Practice in AIU elements of digitalization of processes are introduced.
- 6.4.1. Accounting of results of Practice, reporting documentation and attestation may be carried out using the system e-Bilim.

7. Procedure for storage and introduction of amendments into the Regulation

- 7.1. Revision of the Regulation is carried out as necessary, but not less than once every three years. The Regulation may be revised for the purpose of introduction of amendments of operational character:
- in case of change of normative and legislative documents and normative acts regulating educational activity in the Kyrgyz Republic;
 - in case of change of the Charter of AIU, Mission, Policy and development strategy;
 - revision of requirements of educational programs;
 - in case of change of organizational structure;
 - in case of change of staffing table;
 - in case of redistribution of functions between subdivisions and officials;
 - within the framework of recommendations based on results of international institutional or program accreditation;

7.2. Introduction of amendments into approved regulations is carried out by their developer by means of development of a new document and its agreement and approval in the established procedure.

7.3. Approval of a new version of the Regulation is the basis for withdrawal of previous documents that have lost force.

7.4. The original of the Regulation is stored in the EQLD department.

7.5. Copies of the new Regulation are reproduced by the EQLD department, distribution among corresponding structural subdivisions is assigned to the personnel department, the head of the structural subdivision bears responsibility for familiarization of his employees with the new version of the Regulation, responsibility for replacement of the old Regulation on the AIU website with the new Regulation is also borne by the head of the department and the employee of the department responsible for updating information on the website.