***Appendix to Teaching Regulations***

*applies to full-time and part-time Studies in English:*

*first-cycle, second-cycle and uniform long-cycle studies at the*

*Faculty of medicine CM UMK*

*applicable as of academic year 2022/2023*

|  |  |
| --- | --- |
| **General information about the Faculty unit and the offered course or module:** | |
| Name of Faculty unit | Pathology department |
| Head of Faculty unit | Prof. dr hab. n. med. i n. o zdr. Dariusz Grzanka |
| Teaching coordinator at the Faculty unit | Dr n. med. Jakub Jóźwicki |
| Remote teaching coordinator at the Faculty unit. | Prof. dr hab. n. med. i n. o zdr. Dariusz Grzanka |
| Persons responsible for didactics in the field covered by the course | Prof. dr hab. n. med. i n. o zdr. Dariusz Grzanka  Dr n. med. Jakub Jóźwicki  Dr n. med. Anna Klimaszewska – Wiśniewska  Dr. n. med. Natalia Skoczylas – Makowska  Dr n. med. Paulina Antosik  Dr n. med. Martyna Parol – Kulczyk  lek. Izabela Neska – Długosz  lek. Radosław Wujec  lek. Kacper Naglik  lek. Magda Zwolińska  lek. Damian Łukasik  lek. Anna Tomczak  mgr Wiktoria Strasenburg  mgr Daria Piątkowska |
| Name of course | Pathology |
| Field of study: | Medicine |
| Mode of study: | *full-time and part-time* |
| Year of studies | III |
| Consultation with academic teachers | Prof. dr hab. n. med. i n. o zdr. Dariusz Grzanka wednesday 14:00-16:00  Dr n. med. Jakub Jóźwicki, tuesday 10:00-12:00  Dr n. med. Anna Klimaszewska – Wiśniewska, thursday 10:00 – 12:00  Dr. n. med. Natalia Skoczylas – Makowska, Monday 7:30 – 8:00, środa 12:3- 13:00, Thursday13:00-14:00  Dr n. med. Paulina Antosik, wednesday 10:00 – 12:00  lek. Izabela Neska – Długosz, thursday 12:00-14:00  lek. Radosław Wujec, tuesday 10:00 – 12:00  lek. Magda Zwolińska – Tuesday 13:00 – 15:00  dr n. med. Martyna Parol-Kulczyk, friday 10:00 – 12:00  lek. Kacper Naglik, Wednesday 12:00 – 14:00  lek. Damian Łukasik Monday 10:00 – 12:00 |
| **Form(s) of classes and number of teaching hours within the course or module** | |
| Lectures | 25 (stationary) – for semester |
| Seminars | 30 stationary) – for semester |
| Tutorials | 30 (stationary) – for semester |
| Other |  |
| **Rules of obtaining a pass grade** | |
| 1. Student’s attendance on all seminars and tutorials –a valid absence ( a valid absence reason should be delivered to the secretariat of the faculty during the block no later than 7 days from the end of the absence cause. The (doctor’s) note ought to include the date of the appointment. Students must redo the missed classes with another group as soon as possible – any arrangements should be made in the secretariat. The attendance in all forms of classes is obligatory. Leaving the classes without a proper permission to do, in the middle of them, is tantamount to failing, despite having taken the entry test.  Each time a student leaves the room during classes, the teacher present in the room gives consent. 2. Point system based upon the following rules: 3. During seminars and tutorials the students are obliged to sit 10 entry tests, to which the topics were sent by email before the “Pathology” block, and are also posted on the website https://www.wl.cm.umk.pl/kizpk/informacje-dla-studentow/ . The tests are graded by the teacher on the scale 0 - 3 pts. The order of subjects can be rearranged - in such a case each group will be notified in advance. 4. During the last lecture in the semester the students are obliged to sit a colloquium (an extra date of the colloquium may be arranged during the lecture cycle – the students should apply for it in advance). The colloquium is comprised of a theoretical (0 – 30 pts) as well as a practical part pertaining to the microscopic slides presented during the tutorials (0 - 5 pts). Questions in the practical part are formulated based on preparations presented during microscopic exercises 5. During the lecture a week before the colloquium the students are obliged to sit a lecture test, consisting of 35 theoretical questions pertaining to the material from the lectures (0 - 35 pts).   Total number of points to be gained: 100 pt.  Tests during seminars: 30 pts.  Theoretical colloquium: 30 pts.  Practical colloquium: 5 pts.  Lecture tests: 35 pts. | |
| **Rules of obtaining a practical pass grade** | |
| Practical part based upon the microscopic slides presented during microscopic tutorials. (0-5 pt). | |
| **Criteria for obtaining a positive exam mark or a pass grade within subject.** | |
| A student receives a pass grade if collects 60% or more of all possible points during the semester.  A maximum possible points is 100 ( tests from seminars- 30pt, theoretical colloquium – 30pt, practical colloquium 5pt, + lecture test – 35pt.). A student must collect 60pt or more to pass a subject. In case of collect less than required 60% the student can sit a assassin test organised for all of the groups after the end of the classes for all groups. The test is organized before or during the examination session. Depending on the organizational capabilities of the Department. A assassin test consists of all the theoretical and practical material from the semester.  A final grade from the subject is a sum of all collected points according to the following table:   |  |  | | --- | --- | | **Percentage of points** | **Grade** | | 92≤…<100 | Very good | | 88≤…<92 | Good plus | | 80≤…<88 | Good | | 71≤…<80 | Pass plus | | 60≤….<71 | Pass | | 0…<60 | Do not pass | | |
| **Final exam rules:** | |
| 1) The condition for admitting a student to the exam is first passing obligatory classes and obtaining a credit for the subject (achievement of the appropriate learning outcomes assigned to the subject)  2) The material required for the exam is consistent with the learning outcomes contained in the SYLLABUS and includes all the content presented during lectures, seminars and tutorials and contained in the recommended literature for the Subject "Pathomorphology" both in the 1st and 2nd semester of the 3rd year.  3) The date of the exam is agreed with the year representative and announced for the whole year.  The exam date is set during the exam session.  4) The exam consists of two parts - a theoretical and practical test. The theoretical part covers the content of all lectures, seminars and tutorials (semester 1 and 2). The multiple-choice test consists of 70 questions with five answers, only one of which is correct. For the theoretical part you can get 70 points. This part lasts 70 minutes.  The practical part of the exam lasts 20 minutes. and consists of displaying 10 microscope images with 10 MCQ questions - 3 points for each image. You can get 30 points for the practical part.  To pass the exam, you must obtain 60% in each part separately (practical and theoretical).  The grade for the exam is issued according to the number of points obtained in accordance with the table below:  **Percentage points Rating**  92≤…<100 Very good  88≤…<92 Good plus  80≤…<88 Good  71≤…<80 Pass plus  60≤….<71 Pass  0…<60 Not pass  5) There is a possibility of taking the "0" term exam after obtaining 90% of the scores in the "Pathomorphology" courses carried out in the 1st and 2nd semester. The test conditions is set directly with students who meet the requirements. | |
| **Safety and hygiene regulations required during the didactic process at the faculty.** | |
| 1. Students before attending the classes are obliged to leave their coats in a designated room as well as switch off their mobile phones 2. Students are obliged to have and wear a proper protective clothing ie. A lab coat, latex gloves, non-slip shoes. 3. During classes students are obliged to keep their station clean, eating, smoking, drinking alcohol or consuming similar substances as well as using open flames is strictly prohibited. Noncompliance to paragraphs mentioned above will result in students dismissal from classes. 4. During classes students are forbidden to take photos and or/record any part of the classes using cameras, cellphones, tablets or any other electronic devices without explicit permission of the teacher. The above applies as well to recording sound in any manner. 5. Viewing the "entry tests" is possible only in the presence of the assistant conducting the given seminar up to one week after entering the results. 6. 7) Any comments regarding test questions during the final test, lecture or exam should be submitted during the test by writing them down in the margin of the test. After completing the knowledge test, you will be able to view the test in the presence of an assistant only for the purpose of calculating the points. 7. The financial liability for damage caused by the violation of works safety regulation as well as fire code lies directly on the student. 8. During lab activities students are obliged to wear lab coats at all times. 9. During autopsy, students are obliged to wear additional garments provided by the unit and in case of actively taking part in an autopsy - additional clothes in the form of footwear, protective glasses and single-use lab coats. 10. During lab classes– students observe activities under the fume hood 11. Due to the noxious chemical compounds is mandatory to work with working ventilation at all times. 12. All the medical devices are to be used in accordance with a manual provided after explanation and demonstration by the teacher and only under their direct supervision. (The above is especially important in case of microtomes and cryostats). 13. Due to exposure to noxious substances such as formaldehyde, xylene, acetone, absolute, and 96% alcohol students are obliged to learn about their characteristics beforehand. 14. Due to biological hazard of (HCV, HBV, HIV) all lab activities are to be carried on in single use protective gloves. 15. For the one ‘s safety as well as safety of others working with chemical reagents it possible only after reading the manual (provided in the histopathological lab) 16. All the accidents such as cuts, burns etc. are to be reported to the teacher immediately . | |

Signature of the head of the faculty

……………………………………………………