Honored colleague;

We're writing to request your cooperation in fulfilling the internship requirements of Bahçeşehir University Faculty of Pharmacy students. Per Turkish Council of Higher Education guidelines, the PHARM5998: Internship IV requires each student to intern in an active pharmacy for a minimum of 40 working days. We would like to thank you for providing this opportunity for our students, as well as your support and assistance to our faculty.

We'd like to inform you that our students are insured during workdays (and workdays only) within their internship period, and that they are required to be physically present in the pharmacy during this time. We ask you to please plan the internship according to the guidelines provided below and, should you deem it adequate, stamp and sign the report prepared by the intern at the end of the internship period (note that each page must be stamped and signed). In addition, please complete the Internship Evaluation Form, seal it in a stamped and signed envelope, and return it to the intern for delivery to our department.

We thank you for your assistance to us and our students and wish you success in your work.

Addendum 1. Internship learning benchmarks.
Addendum 2. Internship Evaluation Report.

Bahçeşehir University
Faculty of Pharmacy
Internship Commission

Addendum 1. Internship learning outcomes

PHAR5998 COMMUNITY PHARMACY INTERNSHIP

Internship Learning Outcomes

- Special color-coded prescriptions (purple, orange, red, green) and related medicines/procedures; dispensing and recording of narcotic and psychotropic drug prescriptions; prescriptions to be retained at the pharmacy.
- Professional reference sources (codex, pharmacopoeia, formulary, periodicals, electronic/online resources) and mandatory registers to be kept in the pharmacy (business, inventory, compounding, prescription, narcotic, inspection, personnel).
- Pharmacy accounting system (invoicing, expenses, declarations, taxes, insurance premiums) and pharmacist-accountant relations; emergency medicines, antidotes, poison/controlled substance cabinets, and first aid practices.
- Over-the-counter medicines and pharmacy insurance packages; the pharmacist's relations with professional organizations (chambers, cooperatives), the Ministry of Health, the Ministry of Finance, and the SGK; agreement procedures with official bodies and professional communication with other healthcare personnel.
- Evaluates the instructions for dosage forms requiring special use (inhalers, ophthalmic preparations, insulins and other subcutaneous injectable preparations, transdermal preparations, sprays, warfarin, oral forms used in osteoporosis, certain medicines used in urinary tract infections, oral retinoids, anti-TNF agents, etc.) and implements patient education.
- Clinical pharmacy/pharmaceutical care services provided in the pharmacy:
    a. Medication counseling
    b. Rational drug use
    c. Drug–drug, drug–disease, drug–herbal product, and drug–food interactions
    d. Treatment monitoring in chronic diseases
    e. Appropriate referral in minor ailments

f. Recommended supportive treatments for special patient groups (oncology, transplant patients, etc.) and their compliance with the treatment protocol and indication

- Extemporaneous (magistral) preparation:

  a. Active and excipient substances

  b. Pharmaceutical calculations

  c. Synonyms of substances

  d. Uses of substances

  e. Pharmaceutical form of the preparation

  f. Use of the preparation

  g. Compounding of the preparation

  h. Packaging

  i. Pricing

  j. Dose-related issues in the Medula system

- Non-medicinal products:

  a. Dermo-cosmetic products (if available)

  b. Dietary supplements (phytopharmaceuticals; nutraceuticals) (if available)

  c. Herbal/aromatic and orthopedic products (if available)

  d. Mother-and-baby health products (if available)

  e. Conditions for submitting medical devices to the SGK and patient education on medical materials

- Procedure for reporting drug side effects reported by patients to the Turkish Pharmacovigilance Centre (TÜFAM)
- Inspections carried out in the pharmacy
- Patient rights and professional ethics

Addendum 2

T.C. BAHÇEŞEHİR UNIVERSITY
SCHOOL OF PHARMACY
INTERNSHIP EVALUATION REPORT

I . Student and internship information

Student ID:
Name Surname:
Internship Code:
Pharmacy Contact Information
Phone/Address:
Internship Start/End Date:

II. Internship evaluation

	20 points inadequate	40 points below average	60 points average	80 points above average	100 points excellent
Daily attendance	☐	☐	☐	☐	☐
Punctuality regarding work times	☐	☐	☐	☐	☐
Obedience to work rules	☐	☐	☐	☐	☐
Interactions with patients/customers	☐	☐	☐	☐	☐
Ability to communicate and work in a group	☐	☐	☐	☐	☐
Desire for improving professional knowledge and skill	☐	☐	☐	☐	☐
Desire for self-improvement	☐	☐	☐	☐	☐
Sense of duty	☐	☐	☐	☐	☐
Professional skill	☐	☐	☐	☐	☐

III. Other observation and suggestions

IV. Overall evaluation of the intern

Success evaluation: ( ) Successful ( ) Unsuccessful
Date of evaluation:

Supervising pharmacist's

Name Stamp and signature

*** To be delivered to the office of the dean in a sealed envelope after signing and stamping.**