Photo

REPUBLIC OF TURKIYE

BAHÇEŞEHİR UNIVERSITY

SCHOOL OF PHARMACY

INTERNSHIP NOTEBOOK

PHAR 5998 INTERNSHIP-IV

HOSPITAL PHARMACY

NAME:

STUDENT NO:

SIGNATURE (INTERN):

INTERNSHIP PLACE:

INTERNSHIP START AND END DATE:

INTERNSHIP DURATION (TOTAL WORK DAYS):

STAMP AND SIGNATURE (SUPERVISING PHARMACIST):

***Every page of the report, including the cover, must be signed and stamped individually**

1. Work reports must be filed daily throughout the duration of the internship per the attached report format.
2. Work reports must be signed and stamped daily by the supervising pharmacist.
3. At the end of the internship period, the Internship Learning Outcomes Report must be filed by the intern and approved (via stamp and signature) by the supervising pharmacist.
4. Disciplinary action will be taken for students who are found to have plagiarized, AI-generated, purchased third party services, or otherwise engaged in unethical conduct to write their report forms.
5. At the end of the internship period, an Internship Evaluation Form must be completed by the supervising pharmacist and delivered by hand to the department secretariat in a sealed envelope.
6. Deadlines for internship reports and evaluation forms will be announced by the department during the Fall semester. The final documents that must be submitted are as follows:
    a. The **student internship report**, containing **Daily Work Reports** and the **Internship Learning Outcomes Report** bound together as a single book.
    b. The **Internship Evaluation Form**, to be filed and delivered in a sealed envelope by the supervising pharmacist.

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Daily Approval of the Responsible Pharmacist

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PER THE FACULTY'S INTERNSHIP LEARNING OUTCOMES, THE FOLLOWING TOPICS MUST BE DEFINED AND DESCRIBED IN THE INTERN'S FINAL REPORT

The sections below must be fully explained by the intern and approved (via stamp and signature) by the supervising pharmacist.

INTERNSHIP IV PHAR5998 HOSPITAL PHARMACY INTERNSHIP

- What type of hospital are you doing your internship in? What are the names and numbers of wards, outpatient clinics, and intensive care units? How many pharmacists, clinical pharmacy specialists, and auxiliary staff work in the hospital pharmacy? What is the layout, sections, storage areas, and drug transfer procedures of the pharmacy? What equipment is used, and what are the working hours, on-call system, and average daily prescription volume?

- What legislation governs the operation of the hospital pharmacy? How do procurement procedures for medicines and medical devices, annual tender processes, and tender law work? What is the pharmacist's role in this process and how are procurement documents organized?

- What drug distribution system (unit-dose, etc.) is used in the hospital? How does this system relate to the open market, other hospitals, and the provision system? How are medicines and medical devices on prescriptions or physician order forms verified and prepared?

- How are recording, storage, and distribution procedures for narcotic drugs carried out? How are records for purple and orange prescription medicines maintained and how does the submission procedure to the relevant authority work?

- What hospital committees does the pharmacist participate in? How are hospital formularies developed? What safety precautions are taken when working with hazardous drugs (cytotoxics, etc.)? What are the pharmacist's responsibilities in the preparation of intravenous solutions, cytotoxic drugs, and TPN units?

- How are hygiene standards maintained in the hospital pharmacy? How are hazardous and pharmaceutical wastes segregated and disposed of? How are temperature/humidity monitoring, refrigerator use, cold-chain procedures, and device calibration applied?
- What medicines must be stocked in the hospital pharmacy? What special packaging, labeling, and warning procedures apply to high-risk medicines?
- What computer-assisted services are carried out in the hospital pharmacy and how are they evaluated?
- How are the stock levels and expiry dates of medicines and medical devices monitored?
- What is the nature of the relationship between the pharmacist and clinical services?
- How is extemporaneous (magistral) drug preparation planned in the hospital pharmacy?
    a. How is raw material and finished product weighing carried out?
    b. How are weighing instruments used in the pharmacy?
    c. How is packaging of extemporaneous preparations performed?
- How are drug adverse effects reported by patients submitted to TÜFAM?
- How are inspections in the hospital pharmacy conducted?
- Which antibiotics require Infectious Disease Specialist approval and how is their utilization rate monitored?
- What documents are archived in the hospital pharmacy and what are their retention periods?
- How are medicines recalled by the Ministry of Health controlled, monitored, and recorded?
- What is the pharmacist's role in the occupational health and safety risk assessment process?
- How are clinical pharmacy/pharmaceutical care services applied?
    a. How are drug–drug, drug–disease, and drug–food interactions analyzed?

b. How is the clinical review of prescriptions (drug, dose, route of administration) performed?

c. What are the duties and responsibilities of the clinical pharmacy specialist in the wards?