



Photo

**REPUBLIC OF TURKIYE
BAHÇEŞEHİR UNIVERSITY
SCHOOL OF PHARMACY
INTERNSHIP NOTEBOOK
PHAR 5997 INTERNSHIP-III
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.

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

DAILY REPORT

Date:

Working Hours:

Daily Practices and Outcomes:

*

*

*

*

Daily Approval of the Responsible Pharmacist

BAHÇEŞEHİR UNIVERSITY

SCHOOL OF PHARMACY

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 III PHAR 5997- HOSPITAL PHARMACY INTERNSHIP

1. Explain the following basic information about the hospital where the internship is being conducted:
 - a. The type of hospital (university, state, high specialization, training and research, private, etc.)
 - b. The number and names of hospital departments; the number and names of outpatient clinics; and the number of intensive care units
2. Explain the following basic information about the hospital pharmacy where the internship is being conducted:
 - a. The number of pharmacists, clinical pharmacy specialists, and pharmacology specialists in the hospital pharmacy
 - b. The roles and responsibilities of a pharmacist as a healthcare professional in the hospital pharmacy
 - c. The number, qualifications, and responsibilities of auxiliary personnel
 - d. The location of the hospital pharmacy within the hospital; its sections and their functions; the storage areas belonging to the pharmacy and their appropriate locations within the hospital; and the procedures for transferring medications between storage areas, the pharmacy, and hospital departments
 - e. The classification, shelving, and storage system of medications
 - f. The equipment and devices used in the hospital pharmacy
 - g. The working hours of the hospital pharmacy and the on-call duty system
 - h. The average number of prescriptions prepared daily in the hospital pharmacy
 - i. Explains the legislation that forms the basis for all hospital operations and governs the professional conduct and responsibilities of hospital pharmacy staff.

- j. The procurement procedures for medicines and medical devices, annual tender procedures, and tender laws, as well as the pharmacist's role in the decision-making process for purchases
 - k. The documentation and recording procedures for purchased medicines and medical devices
3. Explain the processes related to the preparation and distribution of medicines and medical devices listed in prescriptions and physician order/request forms:
 - a. The medication distribution system used in the hospital (unit-dose, etc.)
 - b. The compatibility and connection of these systems with the free market and other hospitals, as well as their relationship with the provision system
 - c. The components of prescriptions and physician order/request forms
 - d. The steps involved in the verification and preparation of medicines, medical devices, and medical consumables listed in prescriptions and physician order/request forms
 4. Explain the procedures for the registration, storage, and distribution of narcotic drugs.
 5. Describe the procedures for maintaining records of medicines within the scope of purple and orange prescriptions and their submission to the relevant institution.
 6. List the committees in which pharmacists participate or hold membership (e.g., infection control committee, etc.).
 7. Explain the necessary safety precautions when working with hazardous drugs (e.g., cytotoxic drugs).
 8. Describe the preparation stages of intravenous solutions and cytotoxic drugs and the critical factors to be considered.
 9. Evaluate Total Parenteral Nutrition (TPN) Units and the responsibilities of pharmacists in these units.
 10. Oncology & Chemotherapy: Explains the pharmacist's responsibilities regarding medication orders, preparation, and administration in chemotherapy units.
 11. Medication Reconciliation: Checks and manages the medications that patients bring to the hospital for their existing chronic conditions.
 12. Hygiene Standards: Applies hygiene protocols in the hospital pharmacy and maintains a clean working environment.
 13. Waste Management: Manages waste protocols, including the separation and disposal processes for hazardous and pharmaceutical waste.

14. Cold Chain Storage: Explains the proper use of pharmacy refrigerators and identifies medications that must be stored under refrigeration.
15. Environmental Monitoring: Performs temperature and humidity measurements within the pharmacy.
16. Calibration: Applies routine calibration procedures for refrigerators, thermometers, hygrometers, and weighing devices.
17. Cold Storage Facilities: Identifies cold rooms associated with the pharmacy, monitors their temperatures, and implements cold chain protocols.
18. Inventory Awareness: Identifies the essential medications that must be stocked in the pharmacy.
19. High-Alert Medications: Explains "high-risk/high-alert medications" and the special procedures applied to them (e.g., specialized packaging, labeling with specific warnings).
20. Specialized Storage Conditions: Explains the storage and warehousing processes for medications requiring specific conditions (e.g., protection from light, refrigeration, dry environments, etc.).