Photo

# REPUBLIC OF TURKIYE

# BAHÇEŞEHİR UNIVERSITY

# SCHOOL OF PHARMACY

# INTERNSHIP NOTEBOOK

# PHAR 5998 INTERNSHIP IV-COMMUNITY PHARMACY

**NAME:**

**STUDENT NO:**

**SIGNATURE (INTERN):**

**SUPERVISING PHARMACY:**

**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 Benchmark 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 notebook**, 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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**Working Hours:**

**Daily Practices and Outcomes:**

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**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.

**PHAR 5998 INTERNSHIP IV Community Pharmacy**

**Internship Learning Outcomes**

Upon completion of the internship, the student must **possess adequate knowledge of the following topics and provide brief explanations for each in the final report:**

- What are special color-coded prescriptions (purple, orange, red, green) and how do the related procedures work? How are prescriptions for narcotic and psychotropic drugs dispensed and recorded? Which prescriptions are retained at the pharmacy?
- What professional reference sources (codex, pharmacopoeia, formulary, periodicals, electronic/online resources) must be available in the pharmacy? How are the mandatory registers (business, inventory, compounding, prescription, narcotic, inspection, personnel) maintained?
- How is the pharmacy's accounting system managed (invoicing, expenses, declarations, taxes, insurance premiums) and what should the pharmacist-accountant relationship look like? How are emergency medicines, antidotes, and poison/controlled substance cabinets managed; and what first aid practices are carried out in the pharmacy?
- What should be known about over-the-counter medicines and pharmacy insurance packages? What is the pharmacist's relationship with professional organizations (chambers, cooperatives), the Ministry of Health, the Ministry of Finance, and the Social Security Institution (SGK)? How are agreement procedures with official bodies conducted and how is professional communication maintained with other healthcare personnel?

- How are 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.) administered, and how is patient education provided on these topics?
- What clinical pharmacy/pharmaceutical care services are provided in the pharmacy?

a. How is medication counseling conducted?

b. What are the principles of rational drug use?

c. How are drug–drug, drug–disease, drug–herbal product, and drug–food interactions evaluated?

d. How is treatment monitoring carried out in chronic diseases?

e. How are patients appropriately referred in cases of minor ailments?

f. What supportive treatments are recommended for special patient groups (oncology, transplant patients, etc.) and how is their compliance with the treatment protocol and indication assessed?

- How does the extemporaneous (magistral) preparation process work?

a. What active and excipient substances are used?

b. How are pharmaceutical calculations performed?

c. What are the synonyms of the substances?

d. For what purposes are the substances used?

e. How is the pharmaceutical form of the preparation determined?

f. How is the preparation used?

g. How is the preparation compounded?

h. How is packaging carried out?

i. How is pricing determined?

j. How are dose-related issues in the Medula system managed?

- What non-medicinal products are sold in the pharmacy and how are they managed?

a. What are dermo-cosmetic products?

b. What dietary supplements (phytopharmaceuticals, nutraceuticals) are available?

c. What herbal/aromatic and orthopedic products are available?

d. What mother-and-baby health products are available?

e. What are the conditions for submitting medical devices to the SGK, and how is patient education provided on medical materials?

- How are drug side effects reported by patients to the Turkish Pharmacovigilance Centre (TÜFAM)?
- How are inspections carried out in pharmacies and what are the pharmacist's responsibilities during this process?
- What are patients' rights and what are the pharmacist's obligations from a professional ethics perspective?