



**SEMMEIWEIS UNIVERSITY**

*Faculty of Medicine*  
**OM identification: FI62576**  
*Dean's Office*

## **CERTIFICATION** **of completed famulus practice**

Name of the student completing the traineeship: .....

Length (start and expiry) of the traineeship: .....

As the authorised representative of the above named institute providing the training, I hereby declare that the above named student has attained the skills defined in the list below during his/her traineeship in Nursing

### **Practical syllabus of the famulation** **(Nursing)**

#### **Nursing Course - 4 weeks / 160 hours**

##### **Week 1**

An introduction to the structure of a hospital as an institution for attending patients.

1. In-patient department
2. Out-patient department
3. Auxiliary departments (X-ray, labs, physiotherapy, etc.)
4. Departments of Administration (warden's office, cashier's office, etc.)
5. Service departments (kitchen, storeroom, laundry, etc.)

Getting acquainted with the ward and its connected parts

The structure and hygiene of the ward

Daily active participation in keeping order in the ward

Getting acquainted with the equipment of the ward

Cleaning beds and bedside tables after discharging of patients (cleaning, disinfection)

Making beds with help and alone (for walking cases)

Helping with discharging patients

##### **Week 2 (practicing the things learnt in the previous week)**

Making beds with turnable bedcase (first with nurse's help)

Use of comfort equipment (under supervision)

Disinfectants in the ward

Cleaning and sterilization of bedpans, urinals and spittoons

Helping with taking temperatures, sterilization of thermometers

Helping with serving food

Helping with feeding bed patients

**Week 3** (practicing the things learnt in the previous two weeks)

- Helping with making the beds of patients unable to move
- Helping with changing beds of patients unable to move
- Helping with moving active and passive patients in bed
- Helping with the patients' placing in chairs, stretchers and wheelchairs
- Helping with the washing of not seriously ill patients, mouth hygiene and nail care
- Helping with the dressing and undressing of the patients
- Taking temperatures
- Practicing how to feel the pulse
- Helping with keeping linen cupboards, wardrobes and equipment clean and tidy

**Week 4** (practicing the things learnt in the previous 3 weeks)

- Attending patients in the morning without help (washing, cleaning the mouth and nails, combing, making beds)
- Helping with comfort equipment without help
- Helping with cold and warm treatment, applying compresses, stupes, ice bags, thermofors
- Practicing to keep temperature and pulse charts
- Working with syringe, practicing pumping
- Helping to sterilize the syringe (the importance of sterilization)
- Helping with preparing and sending samples to the labs, filling up guide slips
- Staying in the lab for one or two days, or 12 hours per day favourably in the department's lab helping and practicing urine analysis
- Before starting the practice, it is advisable that the head nurse or an experienced nurse should give introductory explanations.

Name of the institute providing traineeship:.....

Full address: .....

Name of the authorised representative: .....

Signature:.....

Title/position:.....

Date:.....

Institute stamp: