

REGULATIONS

on Clinical Training Sites and Clinical Instructors
of Jalal-Abad International University (JAIU)

1. General Provisions

1.1. These Regulations define the procedure for organizing clinical training for students in JAIU's medical programs (hereinafter referred to as "clinical training"), the status and requirements for clinical training sites, as well as the rights and responsibilities of clinical instructors.

1.2. These Regulations have been developed in accordance with:

1. the legislation of the Kyrgyz Republic in the fields of education and healthcare;
2. state educational standards for the "General Medicine" educational program and other medical educational programs;
3. the Charter of JAIU;
4. the Regulations on the Quality Management System of JAIU;
5. Regulations on the Organization of the Educational Process Using the Credit System;
6. Regulations on Work-Based Learning (WBL);
7. Regulations on Internships;
8. cooperation agreements with medical and preventive care facilities (MPCFs).

1.3. These Regulations apply to:

1. students enrolled in the "General Medicine" educational program (taught in Russian and English) and other medical educational programs;
2. faculty members, clinical mentors, and staff of clinical training sites;
3. structural units of JAIU involved in organizing clinical training.

1.4. Clinical training is conducted based on the following principles:

1. priority of patient safety;
2. a phased approach: simulation center → pre-clinical training → on-the-job training;
3. integration of theory and practice;
4. adherence to professional ethics and confidentiality;
5. interprofessional and interdisciplinary collaboration.

2. Terms and Definitions

2.1. **Clinical site** – a medical and preventive care facility (hospital, polyclinic, center, clinic, etc.) with which JAIU has concluded a cooperation agreement/memorandum, at which students' clinical training is conducted.

2.2. **Clinical mentor** – a physician (or other specialist with a medical background) assigned to JAIU students who oversees on-the-job training, monitors the performance of practical skills, and facilitates the development of professional competencies.

2.3. **Work-Based Learning (WBL)** – a form of clinical training in which a student performs professionally oriented tasks in the real-world setting of a healthcare facility under the supervision of a clinical mentor.

2.4. **Patient care** – a student’s participation in the examination, treatment, and monitoring of a patient under the guidance of a mentor, in compliance with confidentiality and safety requirements.

2.5. **Clinical module/rotation** – a structured period during which a student is stationed at a clinical site in a specific discipline or specialty (internal medicine, surgery, pediatrics, etc.).

3. Goals and Objectives of Clinical Sites and Clinical Supervisors

3.1. Objective – to ensure high-quality, safe, and documented clinical training for JAIU students within the framework of existing healthcare facilities.

3.2. Objectives of clinical training sites:

3.2.1. Providing conditions for student training: access to clinical cases, participation in rounds, procedures, and on-call duties (within the scope of the student’s competencies).

3.2.2. Ensuring the participation of qualified specialists as clinical mentors.

3.2.3. Compliance with safety requirements for patients, students, and staff.

3.3. Responsibilities of clinical mentors:

3.3.1. Supervising students’ learning activities in the workplace.

3.3.2. Transferring practical skills, clinical reasoning, and professional values.

3.3.3. Objectively assessing competency acquisition (logbooks, checklists, Mini-CEX, DOPS, etc.).

3.3.4. Ensuring the integration of clinical training with the curriculum and the State Educational Standards of the JAIU.

4. Requirements for Clinical Training Sites

4.1. Healthcare facilities that have entered into a cooperation agreement or memorandum with JAIU acquire the status of a JAIU clinical training site, which includes:

1. objectives and forms of joint activities;
2. a list of departments/units used for student training;
3. the parties’ obligations regarding the provision of training conditions;
4. procedures for occupational health and safety of students;
5. issues of confidentiality and medical privacy;
6. procedures for recording and reporting on student training.

4.2. The clinical training facilities must comply with:

1. current regulations on the licensing and accreditation of healthcare facilities;
2. the requirements of the sanitary and epidemiological regime;
3. the profile of medical disciplines and educational programs offered by JAIU.

4.3. Minimum requirements:

4.3.1. Sufficient patient flow in the field of training.

4.3.2. Availability of qualified specialists (candidates of sciences/doctors of sciences, specialists of the

highest/first category, etc.) ready to serve as clinical mentors.

4.3.3. Availability of facilities for student attendance (workstations, classrooms, compliance with safety regulations).

4.3.4. Students' access to medical records to the extent permitted by contract and law (de-identified data, under the supervision of a mentor).

4.4. The list of JAIU clinical training sites is approved by order of the rector and updated annually.

5. Organization of clinical training at clinical sites

5.1. Clinical training is planned:

1. in the educational plans of study programs (modules, rotations, internships);
2. in course work programs and syllabi (WBL sections, practical skills);
3. in students' individual plans and logbooks.

5.2. The assignment of students to clinical sites is carried out:

1. by the dean's office and program directors in consultation with the healthcare facility administration;
2. taking into account the capacity of departments, language streams, and safety requirements.

5.3. Before the start of the clinical rotation:

5.3.1. The student receives instruction on safety procedures, infection control, and professional ethics (with a signature in the logbook).

5.3.2. The student must have the necessary medical clearances (vaccinations, chest X-rays, etc.) in accordance with the healthcare facility's regulations.

5.3.3. The student familiarizes themselves with the healthcare facility's internal rules.

5.4. During clinical training, the student:

1. comply with the department's work schedule and internal regulations;
2. perform only those procedures for which they have been trained and authorized by their supervisor;
3. fill out the logbook/individual WBL card;
4. participate in rounds, consultations, and conferences as a trainee.

5.5. JAIU faculty and clinical mentors coordinate:

1. the content of assignments;
 2. competency assessment;
 3. the connection with classroom sessions, the simulation center, and the OSCE.
-

6. Clinical mentors: requirements, rights, and responsibilities

6.1. Requirements for clinical instructors

- 6.1.1. A higher medical education in the relevant specialty.
- 6.1.2. Possession of a specialist certificate/license and current work experience in the specialty, typically at least 3 years.
- 6.1.3. Preferably, possession of a qualification category and/or an academic degree.
- 6.1.4. Completion of introductory training on student teaching methods and competency assessment (JAIU seminars, NMO/CPD courses).

6.2. Main Responsibilities of a Clinical Mentor

The clinical instructor is required to:

- 6.2.1. Plan and organize students' clinical training activities in accordance with the curriculum and course syllabi.
- 6.2.2. Ensure the safe integration of students into the clinical process: allow them to perform procedures only after verifying their theoretical and simulation training.
- 6.2.3. Conduct clinical debriefings, bedside teaching, and discussions of real clinical cases.
- 6.2.4. Monitor and document the mastery of practical skills in logbooks, checklists, Mini-CEX forms, DOPS, and other assessment tools.
- 6.2.5. Ensure that students comply with professional ethics, confidentiality, and legislation regarding the protection of patients' personal data.
- 6.2.6. Inform the responsible person at JAIU about disciplinary violations, conflict situations, and risks to patient safety.

6.3. Rights of the Clinical Supervisor

The clinical supervisor has the right to:

- 6.3.1. Require students to comply with the internal regulations of the healthcare facility and the rules of JAIU.
- 6.3.2. Restrict a student's access to procedures if their level of training is insufficient or if they violate safety rules.
- 6.3.3. Participate in discussions regarding curricula and FOS for clinical disciplines.
- 6.3.4. Receive methodological support, materials, access to the eBilim LMS, and other resources for teaching students from JAIU.
- 6.3.5. Receive the forms of incentives provided for in the contract (additional pay, letters of appreciation, recommendations, participation in CPD).

7. Rights and Responsibilities of Students at Clinical Sites

7.1. Students have the right to:

- 7.1.1. To receive training in safe conditions under the supervision of competent mentors.
- 7.1.2. To participate in clinical rounds, conferences, case discussions, and practical procedures within the scope of their authorization level.
- 7.1.3. To receive feedback on their strengths and areas for improvement.
- 7.1.4. To use a logbook and other tools to record learning outcomes.

7.2. The student is required to:

- 7.2.1. Strictly comply with the healthcare facility's internal regulations, dress code requirements, and identification requirements (badge, etc.).
- 7.2.2. Maintain medical confidentiality, protect patient data, and adhere to ethical standards.
- 7.2.3. Perform only those procedures that are assigned by the clinical mentor and do not exceed their

competence.

7.2.4. Regularly fill out the logbook and submit it to the supervisor for signature.

7.2.5. Immediately report any incidents (errors, injuries, safety threats) to the supervisor.

8. Assessment and Documentation of Clinical Training

8.1. The assessment of clinical training outcomes is conducted in accordance with:

1. Regulations on the Student Assessment System at JAIU;
2. Regulations on the Assessment Tools Fund (ATF);
3. Regulations on the Simulation Center and Preclinical Training;
4. Regulations on On-the-Job Training.

8.2. Main assessment tools:

1. Practical Skills Logbook (general for the educational program and/or by discipline);
2. Procedure Performance Checklists (DOPS);
3. Mini-CEX (mini-clinical exams at the patient's bedside);
4. OSCE/OSPE;
5. reports on clinical rotations and practicums.

8.3. The clinical instructor's signature in the logbook and assessment forms confirms that the student has performed the relevant actions in accordance with the standard.

8.4. Final grades in clinical training are taken into account when:

1. assigning grades for clinical disciplines;
 2. admission to clinical rotations, OSCE, and final certification;
 3. compiling the graduate's portfolio.
-

9. Quality Assurance in Clinical Training

9.1. The quality of clinical training is monitored by:

1. the Dean's Office and program directors;
2. the clinical departments;
3. the Internal Monitoring and Quality Department;
4. the Quality Council and the Methodological Council.

9.2. Forms of monitoring:

9.2.1. Surveys of students regarding the conditions and quality of training at clinical sites.

9.2.2. Surveys of clinical mentors regarding their interaction with JAIU and the level of student preparation.

9.2.3. Analysis of logbooks, internship reports, and OSCE results.

9.2.4. Visits by JAIU representatives to clinical sites (audit of conditions and processes).

9.2.5. Participation of representatives from clinical sites in department meetings, the Methodological Council, and the Quality Council.

9.3. Based on the monitoring results:

1. the list of clinical sites and mentors is updated;
 2. improvement plans (roadmaps) are developed;
 3. curricula, FOS, and regulations are revised.
-

10. Responsibilities of the Parties

10.1. JAIU is responsible for:

1. the quality of educational programs and methodological support for clinical training;
2. organizing student placements and coordinating with healthcare facilities;
3. compliance with the terms of agreements with clinical training sites.

10.2. The clinical site is responsible for:

1. compliance with safety and occupational health requirements;
2. allowing only those students to work who have been officially referred by JAIU;
3. informing JAIU of serious incidents involving students.

10.3. Clinical supervisors and students are responsible for:

1. adhering to ethical and professional standards;
2. fulfilling the duties defined by these Regulations and local regulations.

10.4. Violations are addressed in accordance with established procedures (memos, committees, disciplinary measures, etc.).

11. Final Provisions

11.1. These Regulations are approved by the Rector of JAIU and enter into force upon signing.

11.2. Amendments and additions to these Regulations are made at the initiative of the Rector, Vice Rectors, the Dean's Office, heads of educational programs, the Quality Department, and clinical bases, and are approved by order of the Rector.

11.3. These Regulations may be drafted in Russian, Kyrgyz, and English. In the event of any discrepancy in interpretation, the version specified in the Charter of JAIU shall prevail.

I am preparing all 5 appendices in a “ready-to-insert” format. They can simply be copied into Word alongside the Regulations.

Appendix 1

Standard form of a cooperation agreement (memorandum) with a clinical base

Appendix 1 to the Regulations on Clinical Bases and Clinical Supervisors of JAIU

COOPERATION AGREEMENT (regarding a clinical base for student training)

City: _____, “_” _____, 20

Jalal-Abad International University (JAIU), represented by the Rector
_____, acting in accordance with the Charter, hereinafter referred to as the
“University,” on the one hand, and

(full name of the medical and preventive care institution)

represented by _____,

(position, full name of the head)

acting pursuant to _____, hereinafter referred to as the “Clinical Base,” on the other
hand, together referred to as the “Parties,” have entered into this Agreement as follows:

1. Subject Matter of the Agreement

1.1. The Clinical Base provides the University with the opportunity to conduct clinical training for students enrolled in medical education programs within its structural units.

1.2. The University sends students and faculty members and organizes clinical training in accordance with curricula, course syllabi, and the current legislation of the Kyrgyz Republic.

2. Obligations of the University

The University undertakes to:

2.1. Refer students enrolled in medical programs who have the necessary medical clearances for clinical training.

2.2. Provide preliminary theoretical and preclinical training for students (simulation center, basic skills).

2.3. Provide support for students through the University’s faculty (if necessary, assign responsible supervisors).

2.4. Ensure that students and faculty are familiar with the local regulations of the Clinical Base (schedules, occupational safety, infection control, confidentiality).

2.5. Ensure the maintenance of educational documentation (logbooks, reports, individual WBL plans).

2.6. Timely inform the Clinical Site of changes to curricula, practicum schedules, and student enrollment numbers.

3. Responsibilities of the Clinical Site

The clinical facility agrees to:

- 3.1. Provide the necessary conditions for students to be placed in the departments listed in the Appendix to this Agreement.
- 3.2. Appoint clinical mentors (supervisors) from among qualified specialists.
- 3.3. Ensure that students comply with work schedules, occupational safety requirements, and infection control protocols.
- 3.4. Allow students to participate in the clinical process within the scope of their competencies and under the supervision of clinical mentors.
- 3.5. Ensure that students have the opportunity to maintain logbooks and complete educational assignments (to an extent that does not disrupt the operation of the healthcare facility).
- 3.6. Notify the University of serious incidents involving students in accordance with established procedures.

4. Rights of the Parties

4.1. The University has the right to:

1. monitor the quality of clinical training at the healthcare facility;
2. initiate the replacement of a clinical supervisor in the event of systematic violations of duties;
3. receive information from the Clinical Training Site regarding student training.

4.2. The clinical site has the right to:

1. require students and faculty to comply with the facility's regulations, safety rules, and professional ethics;
2. restrict access for students who violate rules or pose a safety threat;
3. participate in the development of curricula and programs related to clinical training.

5. Liability of the Parties

- 5.1. The parties are liable for any breach of the terms of this Agreement in accordance with the laws of the Kyrgyz Republic and local regulations.
- 5.2. Issues not covered by this Agreement shall be resolved through negotiations, and if no agreement is reached, in accordance with the procedure established by law.

6. Term of the Agreement

- 6.1. This Agreement is entered into for the term from “” _____ 20 to “” _____ 20.
- 6.2. In the absence of written notice of termination, the Agreement may be extended by mutual agreement of the Parties.
- 6.3. The Agreement may be terminated early at the initiative of either Party upon written notice of at least 30 calendar days.

7. Final Provisions

- 7.1. This Agreement is executed in two copies in the Russian language, one for each Party, both of which have equal legal force.
- 7.2. Integral appendices to the Agreement:

1. Appendix 1 – List of departments and types of clinical training for students;
2. Appendix 2 – List of clinical supervisors.

Details and signatures of the parties

UNIVERSITY:

CLINICAL FACILITY:

Appendix 2

List of JAIU Clinical Training Sites

Appendix 2 to the Regulations on Clinical Bases and Clinical Supervisors of JAIU

LIST of Clinical Bases of Jalal-Abad International University

No.	Name of Clinical Base (Healthcare Facility)	Legal Address	Type of Healthcare Facility (Hospital, Clinic, Center, etc.)	Profile of departments used for training	Practical training and courses (clinical practice, etc.)	Contact person from the healthcare facility (Full Name, Position)	Responsible person from JAIU (Full Name, Position)	Basis (contract number and date)
1								
2								
...								

Below:

Person responsible for maintaining the List:
_____/Full Name, Position, Signature/

Approved by Order of the Rector of JAIU No. ___ dated “_” _____ 20

Appendix 3

Student Clinical Rotation Chart (Individual Plan)

Appendix 3 to the Regulations on Clinical Training Sites and Clinical Supervisors of JAIU

STUDENT CLINICAL ROTATION (WBL) CARD

Student's Full Name: _____
Group: _____ Year: _____ Program: “General Medicine”
Language of instruction: Russian English

Academic Year: 20__ / 20__

1. General Information about the Rotation

Indicator	Value
Clinical site	_____
Department / Specialty	_____
Rotation period (dates)	from “” _____ 20 to “” _____ 20
Clinical Supervisor (Full Name)	_____
JAIU Instructor (Advisor)	_____

2. Educational objectives of the rotation

1. _____
2. _____
3. _____

(to be completed by the clinical supervisor and/or JAIU instructor)

3. Planned student activities

No.	Activity / Skill	Expected quantity / level	Completion note (date, supervisor’s signature)
1	Participation in morning rounds	at least ___ times	
2	Maintaining patient observation logs	___ patients	
3	Taking medical histories and performing physical examinations	___ patients	
4	Participation in case conferences / meetings	___ times	
5	Performing procedures (by authorization level – see skills logbook)	according to FOS	
...			

4. Assessment of key competencies (Mini-CEX / DOPS – short form)

Date	Assessment type (Mini-CEX / DOPS, etc.)	Clinical situation (brief)	Student’s main strengths	Areas for improvement	Grade (on a scale, if applicable)	Supervisor’s signature
------	---	----------------------------	--------------------------	-----------------------	-----------------------------------	------------------------

5. Final evaluation by the clinical mentor

Based on the results of the rotation, the student _____:

- demonstrates a level of clinical skills that meets the requirements of the course/program;
- requires further development of the following skills and competencies:

General assessment of the student’s professional conduct (responsibility, discipline, communication):

Clinical Supervisor: _____ /Full Name, Signature/
Date: “__” _____ 20

6. Note from the JAIU instructor (advisor)

Feedback accepted; results taken into account when assigning a grade for clinical training / course.

JAIUinstructor (advisor): _____ /Full Name, Signature/
Date: “__” _____ 20

Appendix 4

Brief Job Description for a Clinical Instructor

Appendix 4 to the Regulations on Clinical Training Sites and Clinical Supervisors at JAIU

JOB DESCRIPTION for Clinical Instructors of JAIU Students

1. General Provisions

- 1.1. A clinical supervisor is a physician (or other specialist with a higher medical education) who is entrusted with overseeing the clinical training of JAIU students in the workplace at a healthcare facility.
- 1.2. A clinical instructor is appointed by order of the head of the Clinical Training Site in consultation with JAIU.
- 1.3. In their work, clinical supervisors are guided by the legislation of the Kyrgyz Republic, local regulations of the healthcare facility and JAIU, curricula, and the Regulations on Clinical Training Sites and Clinical Supervisors.

2. Job Responsibilities

The clinical supervisor is required to:

- 2.1. Familiarize yourself with the curricula, syllabi, and objectives of the students' clinical rotations.
- 2.2. Plan students' work in the department (assignments to stations, patients, and activities).
- 2.3. Ensure students' safe participation in the clinical process, allowing them to perform procedures only when they have reached a sufficient level of training.
- 2.4. Conduct bedside teaching, clinical case reviews, and discussions of patient management strategies.
- 2.5. Monitor students' maintenance of logbooks, rotation charts, and other forms of documentation.
- 2.6. Conduct ongoing and final assessments of student competencies (Mini-CEX, DOPS, checklists) and record the results.
- 2.7. Notify the responsible person at JAIU of serious disciplinary violations or incidents involving students.
- 2.8. Maintain the confidentiality of patients' personal data and ensure that students do the same.

3. Rights

The clinical instructor has the right to:

- 3.1. Require students to comply with the healthcare facility's internal regulations, professional ethics standards, and safety rules.
- 3.2. Restrict access to procedures for students who have not reached the required level of training.
- 3.3. Receive teaching materials from JAIU, as well as access to the eBilim LMS and other educational resources.
- 3.4. Make suggestions for improving the organization of clinical training and the content of educational programs.
- 3.5. Receive the forms of incentives provided for in the contract (bonuses, letters of appreciation, participation in CPD).

4. Responsibilities

4.1. The clinical mentor is responsible for:

1. for the quality and safety of student training in the workplace;
2. for the proper authorization of students to participate in procedures;
3. for the accuracy of grades assigned and signatures in documentation.

4.2. In the event of improper performance of duties, disciplinary measures may be applied to the clinical instructor in accordance with the local regulations of the healthcare facility and agreements with JAIU.

Appendix 5

Clinical Supervisor's Report Form on Work with Students

Appendix 5 to the Regulations on Clinical Training Sites and Clinical Supervisors of JAIU

REPORT
by a clinical supervisor on work with JAIU students
for the period from “” _____ 20__ to “” _____ 20__

Clinical Site: _____
Department: _____
Clinical Supervisor: _____
Position: _____

1. Composition of the student group

No. Student's Full Name Group Year OP (LD, etc.) Rotation period (dates)
1
2
...

2. Main types of work completed by students

Briefly (text + table if necessary):

1. participation in rounds (approximate frequency);
2. participation in case reviews / conferences;
3. performing procedures within the scope of their competencies;
4. work with documentation (medical records, observation logs, etc.).

Text:

3. Assessment of students' level of training and behavior

3.1. General characteristics of the group (clinical reasoning, practical skills, discipline, communication):

3.2. If necessary – individual comments (by name):

4. Issues and suggestions

4.1. Identified issues in the organization of clinical training (if any):

4.2. Suggestions for improving cooperation between healthcare facilities and JAIU, organizing rotations, and program content:

5. Conclusion

Overall, the clinical training of JAIU students in the department during the specified period is rated as:

High Adequate Satisfactory Unsatisfactory

Clinical Supervisor: _____ /Full Name, Signature/

Date of report completion: « ___ » _____ **20**

I will prepare English-language versions of **all 5 appendices** to the Regulations on Clinical Training Sites and Supervisors, in a “ready-to-insert” format.

Appendix 1

Template Agreement on Collaboration with a Clinical Training Site

Appendix 1 to the Regulation on Clinical Training Sites and Clinical Mentors of JIAMU

COLLABORATION AGREEMENT (regarding the use of a clinical training site for students)

City _____ “_” _____ 20

Jalal-Abad International University (JIAMU), hereinafter referred to as “the University”, represented by Rector _____, acting in accordance with the Charter, on the one hand, and

(full official name of the healthcare institution)

represented by _____,

(position, full name of the head)

acting pursuant to _____, hereinafter referred to as “the Clinical Training Site”, on the other hand, collectively referred to as “the Parties”, have entered into this Agreement as follows:

1. Subject of the Agreement

- 1.1. The Clinical Training Site provides the University with the opportunity to conduct clinical training for students enrolled in medical degree programs in its clinical departments/units.
- 1.2. The University sends students and faculty members and organizes the clinical training in accordance with curricula, course syllabi, and the laws of the Kyrgyz Republic.

2. Obligations of the University

The University shall:

- 2.1. Send to the Clinical Training Site students enrolled in medical degree programs who have the required medical clearances (vaccinations, health certificates, etc.).
- 2.2. Ensure that students have received prior theoretical and pre-clinical (simulation-based) training appropriate to their level.
- 2.3. Provide academic staff of the University (course coordinators/clinical instructors) to supervise clinical training where required.
- 2.4. Familiarize students and University staff with the internal rules and regulations of the Clinical Training Site (work schedule, infection control, occupational safety, confidentiality).
- 2.5. Ensure that educational documentation is properly maintained (logbooks, clinical rotation s cards, WBL plans, reports).
- 2.6. Inform the Clinical Training Site in a timely manner of any changes in curricula, clinical rotation schedules, and the number of students.

3. Obligations of the Clinical Training Site

The Clinical Training Site shall:

- 3.1. Provide appropriate conditions for students' presence and learning in the departments/units specified in the Annex to this Agreement.
- 3.2. Appoint qualified healthcare professionals as Clinical Mentors for students.
- 3.3. Ensure that students comply with the work schedule, occupational safety rules, and infection control requirements.
- 3.4. Allow students to participate in clinical activities within the limits of their competence and under the supervision of Clinical Mentors.
- 3.5. Provide opportunities for students to maintain logbooks and perform learning tasks to the extent that this does not interfere with routine clinical work.
- 3.6. Notify the University of any serious incidents involving students, in accordance with the agreed procedure.

4. Rights of the Parties

4.1. The University has the right to:

1. monitor the quality of clinical training at the Clinical Training Site;
2. request the replacement of a Clinical Mentor in the event of systematic failure to fulfill duties;
3. receive information from the Clinical Training Site regarding students' training.

4.2. The Clinical Training Site has the right to:

1. require students and University staff to comply with internal rules, professional ethics, and safety regulations;
2. restrict students' access to clinical procedures if they pose a risk to patients or violate rules;
3. participate in discussions regarding curricula and clinical training content.

5. Liability of the Parties

5.1. The Parties shall be liable for non-performance or improper performance of this Agreement in accordance with the laws of the Kyrgyz Republic and their internal regulations.

5.2. Matters not covered by this Agreement shall be resolved through negotiations, and in the event of a dispute, in the manner prescribed by law.

6. Term of the Agreement

6.1. This Agreement is effective from “” _____ 20 to “” _____ 20.

6.2. Unless either Party provides written notice of termination, this Agreement may be extended by mutual consent of the Parties.

6.3. Either Party may terminate this Agreement early by providing written notice at least 30 calendar days in advance.

7. Final Provisions

7.1. This Agreement is drawn up in two copies in the Russian language (and, if required, in English), one for each Party, both having equal legal force.

7.2. The following Annexes are an integral part of this Agreement:

1. Annex 1 – List of departments and types of clinical training;
2. Annex 2 – List of Clinical Mentors.

Details and Signatures of the Parties

UNIVERSITY:

CLINICAL TRAINING SITE:

Appendix 2

List of Clinical Training Sites of JIAMU

Appendix 2 to the Regulation on Clinical Training Sites and Clinical Mentors of JIAMU

LIST of Clinical Training Sites of Jalal-Abad International University

No.	Clinical Training Site (Healthcare Facility)	Legal Address	Type of Facility (hospital, polyclinic, center, etc.)	Clinical Departments/Units Used for Training	Programs and Years (MBBS / General Medicine, etc.)	Contact Person from the Facility (Name, Position)	Contact Person from JIAMU (Name, Position)	Basis (Agreement No., date)
1								
2								
...								

Responsible for maintaining the List:

_____ /Name, Position, Signature/

Approved by Order of the Rector of JIAMU No. ____ dated “_” _____ 20.

Appendix 3

Clinical Rotation Card (WBL Individual Plan)

Appendix 3 to the Regulation on Clinical Training Sites and Clinical Mentors of JIAMU

CLINICAL ROTATION CARD (Work-Based Learning – WBL)

Student's full name: _____

Group: _____ Year of study: _____

Program: **General Medicine / MBBS** (specify)

Language of instruction: Russian English

Academic year: 20__ / 20__

1. General Information on the Rotation

Item	Details
Clinical Training Site	_____
Department / Unit	_____
Rotation period (dates)	from “” _____ 20 to “” _____ 20
Clinical Mentor (Name, Position)	_____
JIAMU Clinical Coordinator (Name)	_____

2. Learning Objectives of the Rotation

1. _____
2. _____
3. _____

(to be completed by the Clinical Mentor and/or JIAMU instructor)

3. Planned Student Activities and Skills

No.	Activity / Skill	Planned number / level	Evidence of completion (date, mentor’s signature)
1	Participation in morning ward rounds	at least ___ times	
2	Maintaining patient follow-up notes / case records	___ patients	
3	Taking medical history and performing physical examinations	___ patients	
4	Participation in case discussions / clinical conferences	___ times	
5	Performing procedures (within permitted scope – see skills logbook)	as per FOS	
...			

4. Assessment of Key Competencies (Mini-CEX / DOPS – short form)

Type of assessment Date (Mini-CEX, DOPS, etc.)	Clinical case (brief description)	Student’s main strengths	Areas for improvement	Score (if applicable)	Mentor’s signature
--	-----------------------------------	--------------------------	-----------------------	-----------------------	--------------------

5. Final Conclusion of the Clinical Mentor

Based on the results of the rotation, the student _____:

- demonstrates a level of clinical skills appropriate to the year of study and program requirements;
- requires additional training in the following skills/competencies:

Overall professional behavior (responsibility, discipline, communication, teamwork):

Clinical Mentor: _____ /Name, Signature/

Date: “__” ____ 20

6. Note by JIAMU Clinical Coordinator

The report has been reviewed, and the results have been taken into account for the final grade in clinical training / course.

JIAMU Clinical Coordinator: _____ /Name, Signature/

Date: “__” ____ 20

Appendix 4

Brief Job Description of a Clinical Mentor

Appendix 4

to the Regulation on Clinical Training Sites and Clinical Mentors of JIAMU

JOB DESCRIPTION

of a Clinical Mentor for JIAMU Students

1. General Provisions

- 1.1. A Clinical Mentor is a licensed healthcare professional responsible for supervising the clinical training of JIAMU students at the Clinical Training Site.
- 1.2. A Clinical Mentor is appointed by order of the head of the healthcare facility in agreement with JIAMU.
- 1.3. In their work, the Clinical Mentor complies with the laws of the Kyrgyz Republic, the internal regulations of the healthcare facility, the internal regulations of JIAMU, the curriculum, and the Regulations on Clinical Training Sites and Clinical Mentors.

2. Duties

The Clinical Mentor shall:

- 2.1. Familiarize themselves with the curricula, course syllabi, and learning objectives of the clinical rotation.
- 2.2. Plan students' activities in the department (assignment to wards, patients, duties, and types of activities).
- 2.3. Ensure the safe participation of students in clinical work, allowing them to perform procedures only within their competence and level of training.
- 2.4. Conduct bedside teaching, case discussions, and clinical reasoning sessions.

- 2.5. Monitor the completion of students' logbooks, clinical rotation cards, and other documentation.
- 2.6. Conduct formative and summative assessments of students' competencies using appropriate tools (Mini-CEX, DOPS, checklists, etc.) and record the results.
- 2.7. Inform the designated JIAMU contact person about serious disciplinary issues or incidents involving students.
- 2.8. Respect the confidentiality of patient data and ensure that students adhere to the same standards.

3. Rights

The Clinical Mentor has the right to:

- 3.1. Require students to comply with the healthcare facility's internal rules, professional ethics, and safety regulations.
- 3.2. Restrict students from performing certain procedures if their level of training is insufficient or if safety is at risk.
- 3.3. Receive methodological support and access to educational resources (including the LMS eBilim) from JIAMU.
- 3.4. Make proposals for improving clinical training and program content.
- 3.5. Receive forms of recognition and incentives agreed upon between the healthcare facility and JIAMU (additional compensation, letters of appreciation, CPD opportunities, etc.).

4. Responsibilities

4.1. The Clinical Mentor is responsible for:

1. the quality and safety of students' clinical training at the workplace;
2. providing appropriate supervision and authorization of students' clinical activities;
3. the accuracy and integrity of assessments and signatures in training documents.

4.2. In the event of improper performance of duties, the Clinical Mentor may be subject to disciplinary measures in accordance with the internal regulations of the healthcare facility and agreements with JIAMU.

Appendix 5

Clinical Mentor's Report on Work with Students

Appendix 5 to the Regulation on Clinical Training Sites and Clinical Mentors of JIAMU

REPORT of the Clinical Mentor on Work with JIAMU Students for the period “” _____ 20__ – “” _____ 20__

Clinical Training Site: _____
 Department / Unit: _____
 Clinical Mentor: _____
 Position: _____

1. Student Group

No.	Student's full name	Group	Year of study	Program (General Medicine / MBBS, etc.)	Rotation period (dates)
1					
2					
...					

2. Main Types of Activities Performed by Students

Brief narrative (with optional table), for example:

1. participation in ward rounds (approximate frequency);
2. participation in clinical case discussions or conferences;
3. performing procedures within the permitted scope;
4. work with medical records (case notes, follow-up notes, etc.).

Text:

3. Evaluation of Students' Level and Behavior

3.1. General characteristics of the group (clinical reasoning, practical skills, discipline, communication):

3.2. If necessary – individual comments (by name):

4. Issues and Suggestions

4.1. Problems identified in the organization of clinical training (if any):

4.2. Suggestions for improving cooperation between the healthcare facility and JIAMU, the organization of rotations, and program content:

5. Overall Conclusion

Overall evaluation of clinical training for JIAMU students in the department during the reporting period:

high good satisfactory unsatisfactory

Clinical Mentor: _____ /Name, Signature/

Date: “__” ____ 20

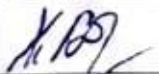
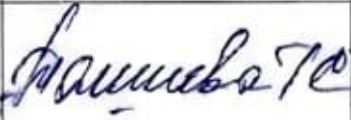







CHANGE LOG

Change No.	Basis for Amendment	Pages	Summary of the amendment	Revision	Signature	Date
1						
2						
3						

Edition: 1.000

Effective date: “ ” 20

APPROVAL SHEET

No	Position / Role	Full Name	Signature	Date
1	Developed by	Kanetova D.E.		29.12.25
2	Approved: head of the responsible department			29.12.25
3	Approved: Head of the Educational and Informational Department	Kanetova D.E.		29.12.25
4	Approved: leading specialist for quality	Kalmuratova A.		29.12.25
4	Approved: head of the legal affairs and human resources department / lawyer	Sydykova B.J.		29.12.25
5	Approved: vice-rector for academic affairs	Sadyrova N.A.		29.12.25
6	Approved: vice-rector for science, SR and GE	Asilova Z.A.		29.12.25
7	Endorsed / considered in the established manner	JASU Scientific Council		29.12.25.

