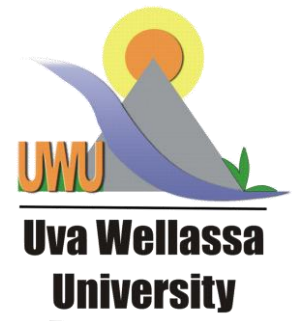


Date  
Name of the Consultant  
Consultant Physician  
Teaching Hospital Badulla



### Posting Students for Clinical Appointments

**Batch** :  
**Group** :  
**Appointment** : Major Medicine Appointment 1 (4 weeks)  
**Date of Commencement** :  
**Duration** : 04 weeks  
**Date of completion** :

#### Note:

- 1) The student's names are printed at the bottom of this letter.
- 2) The Clinical Portfolio gives all the details of the appointment.
- 3) **Attendance**
  1. **100% attendance** and **acceptable attitudes and behaviour** during the clinical appointment are expected (By-Law 41 (viii)).
  2. The consultant is responsible to decide on the satisfactory completion of the appointment of the students.
  3. If the consultant orders any student to **extend the period of appointment**, it will be the responsibility of the student to find the extra time needed.
  4. No student will be allowed to commence the professorial appointment without completing all other appointments and getting the signatures.
- 4) **Duration of the training**
  1. **Monday to Saturday** : **08.00 am to 12 noon**
  2. **Sunday** : **Off** (Except weekend casualties)
  3. **On casualty days** : **6.30 pm to 9.00 pm** only
- 5) **Attendance Register:**
  1. The group monitor is responsible to collect the attendance register from the clinical coordinator, get it **marked and signed by the teacher** on each working day.
  2. Please verify the **attendance** in the register daily.
  3. Please **sign the Attendance Register** at the **end of the appointment** and instruct the group monitor to return it to the clinical coordinator.
  4. Satisfactory attendance is essential irrespective of students attaining sufficient standard in the appointment.
  5. If there is any extension of the appointment for one or more students, a separate register will be issued on request.
  6. The **Attendance Register** must be returned at the end of the appointment, along with the letters of excuse with or without the medical certificates for verification and documentation purposes.

- 6) **At the end of the appointment, fill the Student Record Book and the Clinical Portfolio**
1. Please **fill the page – Clinical Appointment (Long) Medicine – Medicine 01**
  2. Ensure to document the **attendance**.
  3. Ensure to comment on the **behaviour and attitudes** of the student.
  4. Finally, place your **signature** and your **official seal**.
  5. Consultant’s signature in the **Student Record Book & Clinical Portfolio** will confirm the attainment of sufficient competencies in the appointment.

**Group A/B/C/D**

	Name of the Student	Registration Number
01		
02		
03		
04		
05		
06		
07		
08		
09		
10		

Thanking you

Sincerely Yours,

.....  
 Snr. Prof. Muditha Vidanapathirana  
 Dean,  
 Faculty of Medicine,

+552051233, +94772988227, [dean.fomed@uwu.ac.lk](mailto:dean.fomed@uwu.ac.lk)

# Medicine Portfolio

## (3) Medicine Long Appointment - 01

### (3.1) Objectives

1. **History Taking** - Learn the proper method of history taking, including the identification of symptoms and their evaluation.
2. **Clinical Examination** - Learn and practice a systematic examination of body systems and recognize common physical signs.
3. **Case Summary Writing** - Develop the ability to write a clear and concise patient summary.
4. **Problem Identification** - Learn to recognize and list the important clinical problems.
5. **Differential Diagnosis** - Attempt to work out possible diagnoses based on clinical findings.
6. **Investigations** - Become familiar with investigations used for common diseases, including how and where they are performed.
7. **Management** - Learn principles of management, with particular emphasis on prioritizing emergencies.
8. **Case Presentations** - Present cases during ward rounds and case discussions, and observe presentations by house officers, registrars, and other senior staff.
9. **Clinical Skills** - Observe clinical procedures and perform simple procedures such as venipuncture and nebulization.
10. **Ethics and Communication** - Learn about the doctor–patient relationship and the professional responsibilities of a doctor.





#### (4) Clinical Procedures

##### Skill Level

A - Can perform independently

B - Can perform under supervision

C - Has observed the procedure

No	Procedure	Skill Level	Date	Name of the supervisor & sign
1)	Maintaining fluid balance chart	A		
2)	Maintaining temperature chart	A		
3)	Maintaining GCS	A		
4)	Maintaining peak flow rate (PEFR)	A		
5)	Perform Venipuncture	A/B		
6)	Inserting an IV cannula	A/B		
7)	Setting up an IV drip	A/B		
8)	Intramuscular injection	B		
9)	Nebulization	B		
10)	IV injection	B		
11)	Bladder catheterization	B		
12)	Arterial blood gas analysis (ABG)	B		
13)	Venous blood gas analysis (VBG)	B		
14)	Withdraw blood for culture	C		
15)	Taking and 12 lead ECG	C		
16)	Pleural aspiration/ Biopsy	C		
17)	Bronchoscopy	C		
18)	Abdominal paracentesis	C		
19)	Liver biopsy / Renal biopsy	C		
20)	Bone marrow biopsy	C		



**(7) Casualty Attendance**

<b>Date</b>		<b>Signature Reg/SHO</b>	<b>Interesting Patients seen</b>

**(8) Seminars/Meetings/Presentations**

<b>Date</b>	<b>Seminars/Meetings/Presentations</b>	<b>Signature</b>

**(3.3) Assessment by the Consultant**

I certify that the student has satisfactorily / unsatisfactorily completed his/her appointment in medicine under me. I have given a grade based on his/her performance of the appointment.

**Medicine Long Appointment 1** From ..... To .....

Name of the Consultant:

Grade

.....  
**Consultant's signature**  
[with rubber stamp]

Grade –  
A – Excellent, B – Good, C- Poor

# Student Record Book

## CLINICAL APPOINTMENTS (LONG) MEDICINE

	<b>Duration</b>	<b>Attendance</b>	<b>Comments</b>	<b>Signature of Consultant</b>
<b>Medicine 01</b>	<b>04 weeks</b> <b>From</b>  <b>To</b>			
<b>Medicine 02</b>	<b>04 weeks</b> <b>From</b>  <b>To</b>			
<b>Medicine 03</b>	<b>04 weeks</b> <b>From</b>  <b>To</b>			
<b>Professorial appointment (SEMESTER 9-10)</b>	<b>08 weeks</b> <b>From</b>  <b>To</b>			

**Faculty of Medicine, Uva Wellassa University of Sri Lanka**  
**MBBS 1<sup>st</sup> Batch (2022-2023)**  
**Clinical Attendance – Group A/B/C/D**

No	Student Name	Registration No	Date																												Total
01																															
02																															
03																															
04																															
05																															
06																															
07																															
08																															
09																															
	Short signature of the MO/SHO/Registrar/SR/Consultant																														

**At the end of the appointment,**

Name of the consultant: .....

Signature: .....

**Instructions:**

- (1) Daily attendance must be marked in the Clinical Attendance Table by the Medical Officer (MO), Senior House Officer (SHO), Registrar, Senior Registrar (SR), or Consultant supervising the clinical session.
- (2) At the completion of the appointment, the Consultant must sign the signature sheet and affix their official rubber stamp to certify the attendance record.

**Note: 100% attendance is compulsory**

For more information: [dean.fomed@uwu.ac.lk](mailto:dean.fomed@uwu.ac.lk)

Phone /Fax: 0552051234