Summary to the work program of practice

"PRACTICE ON MANAGEMENT AND ECONOMY OF PHARMACEUTICAL ORGANIZATIONS»
the main educational program of training in the specialty 33.05.01 PHARMACY

1. The purpose and objectives of the internship.

1.1. The purpose of the internship is to participate in the formation of:

- general professional competencies (OPC-3 (3.1-3.3), GPC - 6 (6.1-6.4);
- professional competencies (PC-2 (2.1-2.5), PC-4 (4.4), PC-5 (5.1-5.7)).

1.2. Practice objectives– as a result of the internship, the student must:

know

- provisions of regulatory legal acts regulating the circulation of medicines and pharmacy products
- fundamentals of the labor legislation of the Russian Federation
- measures of administrative, civil, labor and material liability for violation of legislation in the field of pharmaceutical activity
- liability measures in case of violation of the legislation of the Russian Federation in the field of pharmaceutical activity
- regulatory and social characteristics of the personnel of pharmaceutical organizations
- institutional norms in the field of pharmaceutical personnel management
- labor legislation of the Russian Federation in the field of solving operational tasks of personnel policy
- payroll procedure
- sanitary and epidemiological requirements for the operation of premises and working conditions
- requirements for reporting documentation, structure and composition of reporting documentation for personnel
- labor protection requirements,
- the procedure for concluding contracts for the supply of medicines
- procedure for concluding lease agreements
- consumer protection law
- key performance indicators of a pharmacy organization
- reliable sources for searching for regulatory legal acts regulating the circulation of medicines and pharmacy products,
- modern medical and pharmaceutical information systems and databases used at the stages of circulation of medicines, including "Honest Sign", the State Information System for Labeling the Movement of Medicines (GIS MDLP), the State Register of Medicines, information systems of Roszdravnadzor and the Ministry of Health of the Russian Federation
- databases of regulatory documents
- modern medical and pharmaceutical information systems and databases used at various stages of work with pharmaceutical personnel (EGIZS portal, personal account of the FRMR portal, NMO portal, Methodological Accreditation Center portal)
- legal acts regulating the work of sites of pharmacy organizations
- rules for filling out the cash book, certificate of the cashier-operator, expenditure and receipt cash orders
- rules for drawing up and filling out shipping documents

- the procedure for the delivery of proceeds for collection
- liability procedure
- procedure for registration of unwanted side reactions
- the procedure for transferring information about undesirable adverse reactions to higher organizations
- the procedure for transferring information about the non-compliance of the medicinal product with the established requirements to higher organizations
- requirements of regulatory legal acts in the field of pharmaceutical activities of a pharmacy organization
- economic indicators of stocks of medicines and other pharmacy products
- organization of the procurement process of medicines for medical use and other pharmacy products
- how to control the execution of contracts for the supply of medicines for medical use and other pharmacy products
- procedure for acceptance control of incoming medicines and other pharmacy products, checking and filling out accompanying documents in the prescribed manner
- the procedure for withdrawing from circulation medicines and pharmacy products that have become unusable, expired, counterfeit, counterfeit and poor-quality products
- the procedure for the subject-quantitative accounting of medicines in the prescribed manner
- the procedure for storing medicines for medical use and other pharmacy products
- the main provisions of the civil legislation of the Russian Federation related to labor activity in a pharmacy organization and the conclusion of contracts for the supply of medicines
- provisions of regulatory legal acts regulating the procedure for licensing pharmacy organizations
- provisions of regulatory legal acts regulating the conduct of control and supervisory activities in the field of pharmaceutical activities
- provisions of regulatory legal acts regulating the creation of various forms of ownership, including individual entrepreneurs and legal entities
- liability for violation of licensing requirements for pharmacy organizations in the field of pharmaceutical activities

be able to

- apply the provisions of regulatory legal acts regulating the circulation of medicines and pharmacy products
- apply the basics of the labor legislation of the Russian Federation
- apply institutional norms in the field of pharmaceutical personnel management
- apply the labor legislation of the Russian Federation in the field of solving operational tasks of personnel policy
- apply payroll procedures
- apply sanitary and epidemiological requirements for the operation of premises and working conditions
- comply with the requirements for reporting documentation, the structure and composition of reporting documentation for personnel
- labor protection requirements,
- the procedure for concluding contracts for the supply of medicines
- procedure for concluding lease agreements
- apply consumer protection laws
- plan the main performance indicators of the pharmacy organization
- monitor and detect falsified and counterfeit medicines (including using the pharmacovigilance information system of the Russian Federation) and pharmacy products and isolate them from other goods during acceptance and storage

- search for information in modern medical and pharmaceutical information systems and databases used at the stages of circulation of medicines, including the State Register of Medicines, information systems of Roszdravnadzor and the Ministry of Health of the Russian Federation
- carry out work in the information system "Honest Sign", follow the necessary procedure when working with the State Information System for Labeling the Movement of Medicinal Products (GIS MDLP).
- to use, within the available limits, pharmaceutical information systems and databases used at various stages of work with pharmaceutical personnel (USIZS portal, personal account of the FRMR portal, CME portal, Methodological Accreditation Center portal)
- carry out work using the accounting program available at the workplace in the pharmacy organization
- conduct pharmaceutical examination of prescriptions
- sell and dispense medicines for medical use and other pharmacy products to individuals, and also dispenses them to the divisions of medical organizations, controlling compliance with the procedure for dispensing medicines for medical use and other pharmacy products
- fill in the cash book, certificates of the cashier-operator, expenditure and receipt cash orders
- fill out shipping documents
- deposit the proceeds
- report, in accordance with the procedure established by law, the non-compliance of the medicinal product for medical use with the established requirements or the non-compliance of data on the efficacy and safety of the medicinal product with the data on the medicinal product contained in the instructions for its use
- determine the economic indicators of stocks of medicines and other pharmacy products
- choose the best suppliers and organize procurement processes for medicines for medical use and other pharmacy products
- control the execution of contracts for the supply of medicines for medical use and other pharmacy products
- carry out acceptance control of incoming medicines and other pharmacy products, checking and filling out accompanying documents in the prescribed manner
- carry out the withdrawal from circulation of medicines and pharmacy products that have become unusable, expired, counterfeit, counterfeit and poor-quality products
- carry out subject-quantitative accounting of medicines in the prescribed manner
- organize control over the availability and storage conditions of medicines for medical use and other pharmacy products
- carry out supervisory activities over the activities of pharmacy organizations that have licenses for pharmaceutical activities
- monitor the procedure established by law in relation to the compliance of the medicinal products for medical use available in the pharmacy organization with instructions and data on its safety and effectiveness

own

- planning the need for a pharmaceutical organization in workers
- admission, evaluation and certification of personnel of a pharmaceutical organization
- organization of training and certification of personnel of a pharmaceutical organization
- formation of a system of incentives for employees
- organization of a special assessment of working conditions
- measures for the organization of labor protection of pharmaceutical personnel
- measures to organize medical examinations of pharmaceutical personnel

- planning the main indicators of the economic activity of a pharmacy organization
- labor actions to find falsified and counterfeit medicines (including using the pharmacovigilance information system of the Russian Federation) and isolate them
- using modern medical and pharmaceutical information systems and databases, including the State Register of Medicines, information systems of Roszdravnadzor and the Ministry of Health of the Russian Federation
- use in the work the information system "Honest Sign", the State Information System for Labeling the Movement of Medicines (GIS MDLP)
- skills to use within the available limits pharmaceutical information systems and databases used at various stages of work with pharmaceutical personnel (USISS portal, personal account of the FRMR portal, CME portal, Methodological Accreditation Center portal)
- accounting program available at workplaces in a pharmacy organization
- conduct pharmaceutical examination of prescriptions
- office work for maintaining cash, organizational and administrative, reporting documents for retail sales
- office work for maintaining organizational, administrative, payment reporting documents for retail sales
- order of registration of undesirable side reactions
- the procedure for transferring information about undesirable adverse reactions to higher organizations
- the procedure for transferring information about the non-compliance of the medicinal product with the established requirements to higher organizations
- acceptance control procedure
- the procedure for withdrawing from circulation non-conforming medicines and products of the pharmacy range of products
- the procedure for subject-quantitative accounting of medicinal products
- rules for drawing up and concluding contracts for the supply of medicines for medical use and other pharmacy products
- supplier auditing skills
- negotiation skills with suppliers
- electronic ordering skills
- procedure for licensing pharmacy organizations
- the procedure for controlling the pharmaceutical activities of pharmacy organizations

2. The place of practice in the structure of the EP VO organization.

The practice refers to Block 2 of the PEP VO of the specialist in the specialty 33.05.01 Pharmacy, conducted on the 5th year in the 10th semester according to the schedule.

Type of practice: production.

Practice Type: practice according to the profile of training.

Practice method: stationary.

Practice form: continuously.

General laboriousness of the practice:18 credits (648 academic hours).

Practice duration: 12 weeks.

3. The content of the practice.

3.1. Distribution of labor intensity of practice and types of training sessions.

Type of study work	Labor intensity		Labor intensity by semesters (ACh)
	volume in credit units (CU)	volume in academic hours (AH)	10
Classroom activities (total):	not provided		
Lectures (L)	not provided		
Practical exercises (PE)	not provided		
Seminars (S)	not provided		
Consultation with practice leader (C)	not provided		
Independent work (IW)	18	648	648
Intermediate certification (IC): credit			
TOTAL LABOR CAPACITY	18	648	648