

Powiślańska Academy of Applied Sciences
Faculty of Health Sciences

**Regulations for Practical Training
in
NURSING
for Academic Year 2025/2026**

First Cycle Studies
Practical Profile

LEGAL BASIS

§ 1

1. The legal basis for the Regulations of Practical Training in the Nursing program are:
 - a) The Act of 20 July 2018 – Law on Higher Education and Science (consolidated text: Journal of Laws 2024, item 1571, as amended),
 - b) The Act of 15 April 2011 on Medical Activity (Journal of Laws 2025, item 450),
 - c) The Act of 15 July 2011 on the Professions of Nurse and Midwife (Journal of Laws 2024, item 814),
 - d) Regulation of the Minister of Science and Higher Education of 27 September 2018 on Studies (Journal of Laws 2023, item 2787),
 - e) Regulation of the Minister of Science of 10 October 2024 amending the regulation on education standards preparing for the professions of physician, dentist, pharmacist, nurse, midwife, laboratory diagnostician, physiotherapist, and paramedic (Journal of Laws 2024, item 1514),
 - f) The Statute and Study Regulations of PAAS, as well as study programs and schedules for the implementation of study programs for the Nursing, first-cycle program.

GENERAL PROVISIONS

§2

1. These Regulations define the principles for conducting practical training in the first-cycle Nursing program.
2. The provisions of these Regulations apply to all students of the first-cycle Nursing program.
3. Each student is required to familiarize themselves with these Regulations before participating in practical classes and professional internships.

ORGANIZATION OF PRACTICAL TRAINING

§3

1. Practical training is conducted in the form of practical classes and professional internships.
2. Each student is required to complete and pass all practical classes and professional internships according to the practical training schedule within the specified education cycle.
3. In the case of practical training for Nursing students who are already certified nurses, it is conducted in accordance with Resolution No. 6/VI/2022 of 20 January 2022 of the National Accreditation Council for Nursing and Midwifery Schools regarding detailed recommendations for crediting documented professional experience toward practical classes and professional internships for nurses and midwives who have a secondary school diploma and have completed a medical high school, post-secondary school, or post-secondary vocational program in nursing or midwifery.
4. Practical classes and professional internships conducted in clinical settings with direct patient contact aim to achieve and enhance students' skills learning outcomes.
5. Professional internships are preceded by practical classes conducted in clinical conditions

and in high-fidelity simulation settings based on scenarios carried out in the “Specialized Care Sciences” course group, totaling at least 180 hours.

6. Practical classes and professional internships are conducted using university infrastructure or the infrastructure of healthcare entities with which the university has agreements or contracts. These activities are conducted, in particular, in:
 - Hospital wards: internal medicine, geriatrics, surgery, pediatrics, neurology, psychiatry, intensive care, palliative care, obstetrics and neonatology, gynecology, emergency departments, and operating theaters;
 - Primary healthcare nursing offices, school and educational environment nursing, patient homes, and vaccination points;
 - Care and nursing-care facilities.
7. Practical classes are conducted by academic staff who hold a valid license to practice as a nurse or midwife and have at least two years of professional experience relevant to the subject of the class, or by other qualified personnel with appropriate competencies and experience.
8. Professional internships are carried out under the supervision of a licensed nurse or midwife employed by the healthcare entity where the student completes the internship, while oversight of the internship is provided by a university internship supervisor.
9. Activities in nursing skills labs, high-fidelity simulation labs, practical classes, and professional internships are conducted in groups of no more than 8 students, except for practical classes and internships in intensive care, neonatal and pediatric hospital wards, operating theatres, and primary healthcare, which are conducted in groups of no more than 4 students.

STUDENT RIGHTS AND OBLIGATIONS

§4

A student has the right to:

1. A properly organized educational process that meets the requirements of the University and the entities where practical classes and professional internships are conducted, in accordance with the study program.
2. Active participation in the organization and conduct of practical training, as well as access to information necessary for completing assigned tasks.
3. Didactic supervision and conditions ensuring safety, protection, and respect for personal dignity.
4. Courteous and respectful treatment during the educational process.
5. Consultations and support from academic staff and the professional internship supervisor.
6. Fair, objective, and transparent assessment by academic staff and the internship supervisor, in accordance with established criteria.
7. Assistance in planning and carrying out personal and professional development.
8. Breaks for meals at the place and time designated by the academic staff or internship supervisor.

STUDENT OBLIGATIONS

§5

A student is required to:

1. Commence, complete, and pass practical training within the designated timeframe and in accordance with the plan set by the University.
2. Be punctual and regularly participate in professional internships on the days and hours specified by the internship supervisor at the facility/ward where the student is completing the internship.
3. Report absences from practical classes to the academic staff and from internships to the internship supervisor, and justify the absence; documented absences (medical certificates, unforeseen events) must be made up at a time agreed upon with the academic staff or internship supervisor.
4. Perform only one shift per day in a given ward/facility; combining shifts in the same ward/facility is not permitted.
5. Familiarize themselves with the organization, work schedule, and specific procedures of the facility/ward and adhere to established cooperation rules with the staff.
6. Participate in the nursing team, performing and completing tasks listed in the practical skills inventory and carrying out other tasks assigned by the academic staff or internship supervisor.
7. Perform tasks assigned in the practical training program only with the consent of the academic staff (for practical classes) or the internship supervisor (for professional internships).
8. Plan and provide individual patient care and maintain ongoing documentation of this care using the forms required by the facility/ward (e.g., nursing process sheet).
9. Ensure patient safety and observe patient rights while performing nursing activities.
10. Act in accordance with professional ethics and maintain professional confidentiality.
11. Follow the rules and regulations of the facility/ward and take care of the entrusted medical equipment.
12. Behave politely and respectfully toward patients and their families, facility staff, and fellow students participating in practical training.
13. Do not leave the workplace without authorization; leaving is only allowed with the consent of the academic staff (for practical classes) or the internship supervisor (for professional internships).
14. Upon completion of the internship, submit the completed care plan (filled nursing process sheet, description of performed tasks) to the internship supervisor for confirmation and evaluation (applies to practical classes).
15. Possess the required medical documentation for sanitary-epidemiological purposes, proof of hepatitis B vaccination, civil liability insurance, accident insurance (NNW), post-exposure insurance, and a valid criminal record certificate confirming no convictions under Chapters XIX and XXV of the Penal Code, Articles 189a and 207 of the Penal Code, or the Act of 29 July 2005 on Counteracting Drug Addiction

(Journal of Laws 2023, item 1939), or for sexual offenses.

16. Wear protective clothing, changeable flat shoes, and a university ID badge with name and surname.

REQUIREMENTS FOR PARTICIPATION IN PRACTICAL TRAINING

§6

1. The lack of a valid insurance policy, a medical certificate for sanitary-epidemiological purposes, proof of hepatitis B vaccination, proper uniform, and ID badge constitutes grounds for refusing a student's participation in practical classes and professional internships.
2. If a student is listed in the register referred to in §5 point 15, the student will not be assigned to practical training.

HEALTH AND SAFETY REGULATIONS DURING PRACTICAL TRAINING

§7

During practical classes and professional internships, for sanitary, epidemiological, and safety reasons for both the student and the patient, the following are prohibited:

- Wearing jewellery
- Wearing artificial nails
- Maintaining long or polished nails
- Wearing additional clothing over the uniform
- Bringing or using devices that record audio or video
- Using mobile phones

GUIDELINES FOR PREGNANT AND BREASTFEEDING STUDENTS

§8

1. A pregnant student is required to inform the academic staff before the start of scheduled practical classes, and in the case of a professional internship, the internship supervisor, and to provide a current medical certificate from a specialist confirming her ability to participate in practical classes and professional internships.
2. A pregnant student is also required to submit a written declaration assuming personal responsibility for the decision to participate in or continue scheduled practical classes and professional internships.
3. A breastfeeding student, upon providing an appropriate medical certificate, may request breaks during practical classes and professional internships in accordance with Article 187 §1 of the Labour Code. If practical classes or internships exceed 6 hours in a single day, the breastfeeding student is entitled to two 30-minute breaks, which are counted as part of the practical class or internship time. These breaks may be taken consecutively.
4. If the duration of practical classes or internships is less than 4 hours, no breastfeeding breaks are granted. If the duration is up to 6 hours in a single day, the student is entitled to one breastfeeding break.

ORGANIZATION AND CONDUCT OF PROFESSIONAL INTERNSHIPS

§9

1. Students complete professional internships according to the practical training schedule during the academic year and/or the summer period.
2. Professional internships may be undertaken after completing the practical classes for the given subject.
3. Students complete internships at facilities designated by the University or may independently propose a facility that agrees to host them for the internship.
4. Before starting the professional internship, students collect from the Dean's Office the documents necessary for planning the internship, including the practical training schedule and the practical training logbook.
5. Before starting the internship at the selected facility, students obtain a referral from the Dean's Office to participate in the professional internship.
6. Any facility proposed by a student must meet the criteria for hosting professional internships.
7. If a student proposes a facility in accordance with point 6, the University enters into an agreement with that facility, which then appoints an internship supervisor. The supervisor must meet the criteria for internship supervisors.
8. The Program and Didactic Committee oversees the proper selection of facilities for professional internships.
9. Professional internships are conducted in the form of 8-hour or 10-hour shifts.
10. After completing the internship, the completed and signed documents from the facility's internship supervisor (journal of practical training) must be submitted to the Dean's Office.
11. After receiving credit for the internship, students are given access to complete a training quality survey, either in paper form or electronically.
12. Students in the Nursing program are generally not exempted from professional internships, except for those covered by Resolution No. 6/VI/2022 of the National Accreditation Council for Nursing and Midwifery Schools of 20 January 2022, regarding detailed recommendations for crediting documented professional experience toward practical classes and professional internships for nurses and midwives who have a secondary school diploma and completed medical high school, post-secondary school, or post-secondary vocational programs in nursing or midwifery.

CONDITIONS FOR COMPLETION OF PROFESSIONAL INTERNSHIPS

§10

1. The condition for completing an internship is fulfilling the tasks specified in the internship program and submitting the appropriate documentation (practical training logbook) to the internship supervisor representing the University.
2. Completion of a professional internship is a requirement for passing the semester in the

academic year in which the program includes these activities.

3. At the student's request, the Vice-Rector for Practical Education may designate a period for the internship different from that in the study program schedule, if circumstances beyond the student's control prevent completion of the internship according to the schedule.
4. A student who has not completed all required professional internships specified in the study program cannot be admitted to the diploma examination.
5. The assessment of professional internships is carried out by the internship supervisor from the facility, based on the established criteria for evaluating the internship.
6. Completion of an internship for a specific subject is confirmed by the Vice-Rector for Practical Education, after reviewing the evaluation issued by the facility's internship supervisor.
7. Professional internships must be completed before the start of the next semester.
8. The Vice-Rector for Practical Education determines the consequences resulting from a student's removal from a professional internship at the request of the employing facility.

SUPERVISION OF PROFESSIONAL INTERNSHIPS

§11

1. Supervision of professional internships at the facilities is carried out by the internship supervisor appointed by the facility where the student completes the internship.
2. Supervision of professional internships on behalf of the University is conducted by the Vice-Rector for Practical Education.

DUTIES OF THE VICE-RECTOR FOR PRACTICAL EDUCATION

§12

1. Selecting facilities and internship supervisors according to established criteria, in consultation with the Program and Didactic Committee and the Vice-Rector for Didactics; preparing and updating the plan and program of professional internships.
2. Securing facilities for practical training and preparing agreements to be concluded with these facilities.
3. Verifying practical training documentation to carry out the procedure for admitting students to the practical part of the diploma examination.
4. Developing procedures for monitoring the conduct of practical classes and professional internships.
5. Controlling and evaluating the conduct of practical classes and professional internships.
6. Together with the Vice-Rector for Didactics and a licensed professional, conducting class and internship observations and analysing the post-observation reports included in the observation protocols.

7. Cooperating with the Committee for Quality of Education in monitoring practical classes and professional internships.
8. Collecting, compiling, and analysing the results of student evaluations of practical training.
9. Acquiring and compiling criteria for selecting internship supervisors and facilities for conducting practical classes and professional internships..

EXPOSURE TO BLOOD AND OTHER POTENTIALLY INFECTIOUS MATERIAL

§13

1. During practical classes and professional internships, a student may be exposed to potentially infectious material – biological material containing a pathogen, including viruses, in an amount sufficient to cause infection.
2. The most dangerous sources of infection with HBV, HCV, and HIV are blood and any excretions or secretions containing blood.
3. In the event that a student is exposed to potentially infectious material, the hospital shall immediately implement procedures applicable to its employees.

DOCUMENTS AND FORMS

§ 14

The general documentation for professional internships includes:

1. Practical training schedule
2. Referral for participation in a professional internship
3. Criteria for selecting facilities for conducting practical classes and professional internships
4. Agreement for conducting practical classes/professional internships
5. Criteria for selecting internship supervisors from the facility providing practical training
6. Practical training journal
7. Criteria for evaluating practical skills
8. Quality of training survey conducted during the professional internship
9. Duties of the internship supervisor
10. Duties of the Vice-Rector for Practical Education
11. Observation report from practical classes/professional internships

dr Katarzyna Strzała-Osuch, prof. PANS
Rektor