



جامعة محمد بن راشد
للطب والعلوم الصحية

MOHAMMED BIN RASHID UNIVERSITY
OF MEDICINE AND HEALTH SCIENCES

Medical Internship Program Manual

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Table of Contents

| | |
|---|-----------|
| Introduction | 2 |
| Program Outcomes and Goals..... | 2 |
| Institutional Oversight..... | 3 |
| Medical Internship | 4 |
| Primary Training Sites..... | 4 |
| Intern Appointments..... | 4 |
| Program Aims | 5 |
| Governance of Medical Internship Program..... | 5 |
| Educational Program..... | 5 |
| Competency-based goals and objectives..... | 6 |
| Core Competencies | 6 |
| Rotation Specific Objectives:..... | 7 |
| Licensing: | 8 |
| Orientation:..... | 8 |
| Assessments:..... | 8 |
| Framework for intern assessment in each core rotation..... | 8 |
| Electronic Medical Records (Salama) | 9 |
| Internship Certificate:..... | 9 |
| Duty Hours..... | 9 |
| Leaves During Medical Internship | 11 |
| Supervision and Accountability..... | 11 |
| Medical Intern Privileges: | 12 |
| Attendance Requirement | 12 |
| Teamwork | 12 |
| Code of conduct..... | 13 |
| Disciplinary and Appeals Procedure..... | 13 |
| Grievance and Appeal Procedure..... | 13 |

Introduction

The medical internship is a supervised period of experiential learning and service that follows the completion of graduation requirements from medical school. It serves as a crucial phase for future competent physicians, as it offers further education in core specialties while enabling the development of essential professional skills necessary for thriving in the complex healthcare system.

Specialty education for physicians to practice independently heavily relies on experiential learning within the context of the healthcare delivery system. To attain proficiency in all domains of clinical competency, interns and eventually resident physicians must assume personal responsibility for individual patient care.

The primary learning activity for interns involves interacting with patients under the guidance and supervision of experienced faculty members who provide invaluable value, context, and significance to these interactions. As interns gain experience and exhibit growth in patient care, they gradually assume roles that allow them to exercise their skills with increasing independence. This principle of graded and progressive responsibility is a fundamental pillar of graduate medical education, with workplace-based assessments serving as a key component for demonstrating the acquisition of skills. Furthermore, comprehensive assessments will be conducted at the end of each rotation, documenting procedural competencies to ensure competency-based education.

Upon successful completion of the internship program, interns will receive a "Medical Internship Completion Certificate." This certificate is not only a requirement for further licensing eligibility but also a prerequisite for entering a residency program. It serves as a testament to the interns' successful completion of the internship, validating their readiness to progress in their medical careers.

Program Outcomes and Goals

Outcomes

- Develop further medical clinical skills and knowledge.
- Enhance communication and interpersonal skills.
- Promote critical thinking and problem-solving abilities.
- Foster professionalism and ethical behavior.
- Improve teamwork and collaboration skills.
- Enhance knowledge of healthcare systems and policies.
- Promote research and evidence-based practice.

Goals:

- Provide interns with hands-on experience in various medical specialties to enhance their clinical skills.
- Facilitate exposure to diverse patient populations and medical conditions to broaden interns' knowledge base.
- Provide didactic activities focused on improving interpersonal skills, including active listening, conflict resolution, and cultural sensitivity.
- Educate interns about medical ethics, patient confidentiality, and professional conduct.
- Create an environment that encourages responsibility, punctuality, and respect for patients' rights and privacy.
- Provide opportunities for interns to participate in multidisciplinary meetings and conferences, promoting teamwork and shared decision-making.
- Expose interns to the administrative aspects of healthcare, including understanding healthcare policies, insurance systems, and electronic health records.
- Engage interns in research projects, clinical trials, or quality improvement initiatives to foster an understanding of evidence-based medicine.
- Provide training on research methodology, data analysis, and scientific writing to enhance interns' research skills.
- Offer opportunities for interns to take on leadership roles in clinical settings, such as leading team meetings or coordinating patient care.

Institutional Oversight

The Dubai Academic Health Corporation (DAHC) and The Mohammed Bin Rashed University (MBRU) provide institutional oversight to the medical internship program.

The DAHC-MBRU are dedicated to supporting and developing academic training through medical education, research, and scientific innovation. This derives from the unwavering commitment to making a positive impact on people's lives and shaping the future of health through the seamless integration of care, learning, and discovery. These three pillars form the foundation of the Corporation's work, underpinning the mission to serve as a catalyst for progress and transformation in the field of healthcare.

The Post Graduate Medical Education (PgME) is the cornerstone of the academic post graduate training. It offers exceptional programs that equip aspiring healthcare professionals with the knowledge, skills, and experiences necessary to excel in their careers. Through comprehensive training, mentorship, and exposure to diverse

clinical settings, PgME strives to nurture the next generation of medical practitioners, fostering their personal and professional growth as they embark on their journeys to positively impact the world of healthcare.

Vision “Together We Advance Health for Humanity”

Mission “We serve to impact lives and shape the future of health through the integration of care, learning, and discovery,” encompassing the pillars that are the foundation of the Corporation's work.

Medical Internship

Primary Training Sites

The following hospitals/ Centers within the Dubai Academic Health Corporation constitute the primary training sites for medical internships.

- Rashid Hospital
- Dubai Hospital
- Latifa Hospital
- Hatta Hospital
- Al Jalila Children’s Specialty Hospital
- Hatta Hospital
- Primary Healthcare Centers

Intern Appointments

Eligibility Requirements

Successful completion of an undergraduate medical school program from a WFME recognized medical school is required.

Selection and admission into our medical internship program are based on merit, reflecting our commitment to attracting and nurturing the most promising medical graduates. We carefully assess applicants' academic achievements, clinical performance, and professional attributes during their medical school education. By prioritizing merit-based selection criteria, we aim to create a diverse and accomplished cohort of interns who will thrive in our program and make significant contributions to the field of medicine. For a detailed list of admission requirement and scoring please refer to our MBRU website:

Number of Interns

We admit approximately 80 medical interns each academic year into our program

Program Aims

The objective of the medical internship program is to provide a broad-based program of graduate medical education in multiple clinical disciplines designed to facilitate the choice of and preparation for a specific specialty, including specialties requiring a year of fundamental clinical education as a prerequisite. The interns will gain concentrated clinical experiences in all major medical specialties including Internal Medicine, General Surgery, Paediatrics, Obstetrics and Gynaecology, Family Medicine, Emergency Medicine, and Psychiatry.

The program creates an environment that fosters the acquisition of knowledge and skills through intern participation as a team member with autonomy under supervision.

The medical intern will also be able to engage in various scholarly activities through a structured program as well as participate in simulation courses designed for interns.

At the completion of internship program, the intern is expected to have reached a level of knowledge, skills and attitudes and behaviors needed to embark on a career as a health care provider and to pursue further training in a medical specialty.

Governance of Medical Internship Program

Medical internship Program is governed by Post Graduate Medical Education Department. The Program Director of the medical internship is the chairperson of the program.

The Medical Internship Department runs all administrative affairs related to medical internship program including the curriculum, the rotation schedule, the evaluations, etc.

The Department works closely with all clinical teams on all of the above to ensure a smooth process.

Educational Program

Length of the program

The Internship educational program is 12 months in length.

Rotation Blocks

There are 13 rotation blocks (4 weeks each) in the medical internship program

The Core rotation blocks are :

- Internal Medicine (8 weeks)
- Surgery (4 weeks)
- Pediatrics (8 weeks)

- Ob/Gyn (4 weeks)
- Emergency Medicine (4 weeks)
- Primary Care (4 weeks)
- Psychiatry (4 weeks)
- Research (2 weeks)
- Electives (12 weeks)
- Simulation bootcamp – 2 days

e.g., of rotation blocks (just an example and information might not be applicable to real schedule)

| Medical Internship Program Block Diagram | | | | | | | | | | | | | | | | | | |
|--|---|-------------------|------------------------|-------------------------|-------------------------|------------|------------|---------------------------------------|------------------|----------|----------|----------|------------------------------|--|--------------------------|--|---|--|
| | Block 1 | Block 2 | Block 3 | Block 4 | Block 5 | Block 6 | Block 7 | Block 8 | Block 9 | Block 10 | Block 11 | Block 12 | Block 13 | | | | | |
| Name of Rotation | Internal Medicine | Internal Medicine | General Surgery | Obstetrics & Gynecology | EM | Pediatrics | Pediatrics | Family Medicine | Psych | Elective | Elective | Elective | Research/ Vacation | | | | | |
| Sites | Site 1 Site 2 | Site 1 Site 2 | Site 1 | Site 2 Site 3 | Site 1 | Site 4 | Site 4 | Site 5 | Site 1 Site 6 | Site 1 | Site 2 | Site 3 | Site 7 | | | | | |
| % Inpatient | 90% | 90% | 90% | 90% | 100% | 90% | 90% | 100% | 50% | 50% | 50% | 50% | 0% | | | | | |
| % Outpatient | 10% | 10% | 10% | 10% | 0 | 10% | 10% | 0 | 50% | 50% | 50% | 50% | 0% | | | | | |
| Research | Continuous longitudinal curriculum | | | | | | | | | | | | | | | | | |
| Simulation | Two-day Course (Repeated 4 times per year) | | | | | | | | | | | | | | | | | |
| Sites | Site 1: Rashid Hospital | | Site 2: Dubai Hospital | | Site 3: Latifa Hospital | | | Site 4: Al Jalila Children's Hospital | | | | | Site 5: Primary Care Centers | | Site 6: Al Amal Hospital | | Site 7: MBRU (Mohammed bin Rashid University) | |

Competency-based goals and objectives

The aim of competency-based goals is to delineate the intern responsibilities for patient care and progressive responsibility for patient management, and graded supervision.

Core Competencies

The DAHC Internship program is designed to encourage excellence and innovation in graduate medical education, under the supervision of knowledgeable, skillful physicians who provide compassionate care. The Internship Curriculum and Intern's clinical and educational responsibilities must be equivalent and at the level of first-year residency program in each discipline, and must integrate the following Core Competencies:

Professionalism

Interns must demonstrate a commitment to professionalism and an adherence to ethical principles.

Patient Care and Procedural Skills

Interns must be able to provide patient care that is appropriate, and effective for the treatment or health problems and the promotion of health.

Medical Knowledge

Interns must demonstrate knowledge of established and evolving biomedical, clinical, epidemiological, and social behavioral sciences, as well as the application of this knowledge to patient care.

Practice-based Learning and Improvement

Interns must demonstrate the ability to investigate and evaluate their care of patients, applying scientific evidence, and to continuously improve patient care based on constant self-evaluation and lifelong learning.

Interpersonal and Communication Skills

Interns must demonstrate interpersonal and communication skills that result in the effective exchange of information and collaboration with patients, their families, and health professionals.

Systems-based Practice

Interns must demonstrate an awareness of and responsiveness to the larger context and system of health care, including the social determinants of health, as well as the ability to call effectively on other resources to provide optimal health care

Didactic Activities

Didactic sessions correspond to an intern's clinical rotations and complement and enhance the clinical experience, and to ensure interns' participation in didactic experiences, interns' attendance will be monitored.

Didactic activities include, but are not limited to:

- a. multidisciplinary conferences
- b. morbidity and mortality conferences
- c. journal or evidence-based reviews
- d. seminars and workshops to meet specific competencies
- e. case-based planned didactic experiences
- f. computer-aided instruction
- g. grand rounds
- h. quality improvement and safety
- i. one-on-one instruction.

Rotation Specific Objectives:

In addition to the previously mentioned overarching competencies, specialty specific objectives and procedural competencies are in place for each of the core rotations during the medical internship program and will be shared with the interns prior to starting their placement. Rotation specific objectives are mentioned in details in the Internship Curriculum.

Licensing:

The newly appointed Medical Interns in DAHC will have to register with Health Regulation Sector at DHA, and they will be issued a training license prior to starting the internship program. Once the Internship License is issued then they can join the program to practice medicine under the supervision of fully registered doctors. The licensing process will be started and completed with the interns prior to starting the academic year.

Orientation:

Prior to the commencement of the internship year, a full orientation program will run over one week. The aim is to provide all the necessary introductions to the program, ensuring that interns are familiarized with its structure, expectations, and resources. Similarly, program policies and procedures, will be discussed as well as introductions to assessments and e-learning, hands-on training on the utilization of Electronic Medical Record (EMR) systems, Additionally, interns can meet and engage with program directors and faculty members who provide guidance, support, and mentorship throughout the internship year. This orientation week sets the stage for a successful and fulfilling medical internship experience, ensuring that interns are well-prepared and empowered to provide exceptional care to their patients while actively engaging in research and scholarly activities.

Assessments:

Assessments in medical internship are used to ensure that the intern is progressing in acquiring the necessary knowledge, skills, attitudes, and other attributes for each of the Competencies. Medical Interns will be assessed through several formats (listed below).

Framework for intern assessment in each core rotation

- Formative assessment using the Mini CEX / DOPS
- Summative assessment at the end of each core rotation
- Specialty-specific Case Logs (two cases per core rotation)
- Final Evaluation by the Program training committee

Electronic Medical Records (Salama)

Medical Interns will receive training and individual access to use the electronic medical records during their internship year for the purpose of patient care. The use of Electronic Medical Record will be under supervision and will require further attestation of notes and orders.

Internship Certificate:

Upon successful completion of the Medical Internship program requirements, the intern will be issued Medical Internship Completion Certificate.

The program evaluation committee will evaluate each intern to ensure that he/she has passed their summative assessments, completed the required number of formative assessments, documented required attendance, and documented professional behaviour throughout the year in order to qualify for graduation.

Duty Hours

Interns must become familiar with the regular working hours of each team and facility through which they rotate (e.g., start and finish times, allowance for breaks, etc.).

The intern is expected to show willingness to respond to additional work in exceptional circumstances. Interns should be familiar with the compliance with duty hours policy available on the intranet.

Monday to Friday:

Regular working hours of each individual departmental requirement as outlined in your schedule for that rotation.

In general,

Interns are governed by the same regulations as any other medical employee in the sponsoring institution and they should make themselves familiar with the various regulations pertaining to each hospital and department.

Trainees must not be scheduled for more than 80 hours per week, averaged over a four-week period, inclusive of all in-house call activities.

Trainees must have, out of seven days, at least one full (24-hour) day free of all educational and clinical patient care duties, averaged over four weeks, inclusive of in-house and at home call.

Adequate time for rest and personal activities must be provided.

For further details on working hours please refer to MBRU PgME policy “compliance with duty hours”.

Duties:

an integral member of the health care team to which he/she is assigned, the intern is expected to:

- Observe the rules and regulations of the department and the hospital they are assigned to.
- Maintain close contact with the Internship Supervisor and Program Coordinator in fulfilling the assigned duties at all times.
- Be responsive to the hierarchical structure of the department and its inter-relationship with other departments and services in the hospital.
- Carry out the assigned tasks which normally include the following: a) Evaluation and documenting the history and clinical findings after physical examination of patients on admission b) Ordering appropriate investigations in consultation with the resident and more senior medical staff c) Participating in other activities which involve patient care (ward rounds, assisting in pre-operative care, surgical procedures, post-operative care, etc.) d) Responding to on-call duties and to patient needs. e) Participating in department meetings and CME sessions.

Disciplinary Procedures: In his/her commitment to learning and acquiring professional skills and knowledge, the intern is obliged to observe and be driven by a **strict code of professional ethics and conduct.**

The clinical supervisor/clinical department and/or the Medical Internship Training Office can initiate disciplinary proceedings against an intern in case of complaints from the Internship Supervisor, patient, relatives, or other hospital staff involving dereliction of duty or professional misconduct. The Hospital will initiate and conduct a disciplinary investigation in such instances.

Although it is not possible to enumerate all the circumstances that might lead to a disciplinary investigation, the following situations would warrant such measures.

1. Failure to report for work without prior request, permission or leave application.
2. Conduct not in keeping with professional behaviour, including failure to adhere to line of management as mentioned earlier and seeking other lines of communication.
3. Conduct not in keeping with the reputation and dignity of the medical profession.
4. Involvement in a criminal offence, professional misconduct or damage to hospital or department property.
5. Failure to keep confidentiality of sensitive information pertaining to patients.
6. Conducting diagnostic or therapeutic procedures without the requisite training and skills and without authorized supervision.
7. Prescribing drugs without the necessary authorisation or supervision by a senior member.

8. Receiving monetary or other benefits for services rendered from patients, pharmaceutical companies or other agencies.
9. Being under the influence of alcohol or drugs which affect performance
10. Developing unacceptable relationships with patients or their relatives.

Leaves During Medical Internship

Annual leave:

Interns are allowed 2 weeks of annual leave. The intern will be able to schedule their leaves prior to the start of the academic year. No leaves are allowed during core rotations. For further details on leaves please refer to PgME policy “Leave Policy”.

Interruption of training:

Any interruption of training beyond the annual leave will have to be approved by the program director first and then compensated by the intern (including medical, emergency, maternity interruptions). Interruptions that are not approved or interruptions exceeding 90 days subject the intern to repeating the whole medical internship year and is subject to the Program Director and Program training committee decision.

Supervision and Accountability

Although the attending supervisor is ultimately responsible for the care of the patient, every faculty member shares in the responsibility and accountability for their efforts in the provision of care. The intern must be familiar with the structured chain of responsibility and accountability as it relates to the supervision of all patient care once they join a department. Departments may vary in their set up and functionality. Supervision in the setting of the internship program provides safe and effective care to patients; ensures each intern’s development of the skills, knowledge, and attitudes required to enter the unsupervised practice of dentistry; and establishes a foundation for continued professional growth.

The program must demonstrate that the appropriate level of supervision in place for all interns is based on each intern’s level of training and ability, as well as patient complexity and acuity. Supervision may be exercised through a variety of methods, as appropriate to the situation.

Medical Intern Privileges:

Medical interns are expected to function as a first-year resident under supervision. Medical interns are entitled to several to the following as part of their learning and clinical role :

- 1) **Clinical responsibilities:** Medical interns can actively participate in patient care under the supervision of experienced attending physicians and senior residents. This includes working with clinical team on admissions, plan of care, daily rounds, discharges, and medical reports. This exposure allows interns to develop essential skills in diagnosing, treating, and managing a variety of medical conditions.
- 2) **Team Collaboration:** As a member of the healthcare team, interns will have the privilege of collaborating with other healthcare professionals, including nurses, pharmacists, and allied healthcare providers. This collaborative environment fosters effective communication, interdisciplinary learning, and holistic patient care.
- 3) **Progressive Responsibility:** Throughout the internship, medical interns will gradually assume increased responsibility for patient care, with appropriate oversight. This progressive responsibility allows interns to build confidence, develop clinical judgment, and refine their ability to make independent medical decisions.
- 4) **Electronic Medical Records (EMR) documentation:** Medical interns will have access to the EMR to allow them to take part in clinical care of patients. Medical Interns will be able to write notes in various encounters. All encounters will need to be second signed by the clinical supervisor.

Attendance Requirement

Attendance of all components of the program is compulsory. If the intern cannot attend a scheduled session, they must immediately inform the clinical supervisor and/or program coordinator. Interns may be required to attend additional clinical sessions to make up for missed sessions (details as per leave and interruption of training policy).

Teamwork

Interns must care for patients in an environment that maximizes communication. This must include the opportunity to work as a member of effective interprofessional

teams that are appropriate to the delivery of care in the specialty and larger health system.

Code of conduct

Interns must abide by the MBRU Code of Conduct provided in the MBRU Student Handbook.

Disciplinary and Appeals Procedure

Please refer to MBRU- PgME policy.

Grievance and Appeal Procedure

Please refer to MBRU- PgME policy.

Limitation of Practice

Interns cannot independently prescribe medications, issue sick leaves, request special investigations or laboratory requests and sign medical reports or insurance claim forms. Please refer to Medical Interns privileges for details on how a medical intern can function as part of the clinical care team with autonomy under supervision.

References

National Institute of Health medical Internship Manual
MBRU PgME Policies

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