



THAI BINH PROVINCIAL PEOPLE'S COMMITTEE

COLLEGE OF MEDICINE

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PROCEDURE FOR SURVEYING PRACTICAL FACILITIES

Encryption : QT45/DUOC

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Signature			
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I. PURPOSE AND SCOPE OF APPLICATION 1.

Purpose

- Gather feedback from practical training facilities regarding graduates from Thai Binh Medical College, so that the school can adjust its curriculum and teaching methods accordingly to improve training quality.

2. Scope of application:

This procedure applies to surveying: Practical training facilities.

II. DEFINITIONS AND ABBREVIATIONS

1. **Definition:** There is no definition.

2. Abbreviations:

Board of Directors	Board of Directors
BM	Form
College	College
DS	Pharmacist
Research Institute	Research subjects

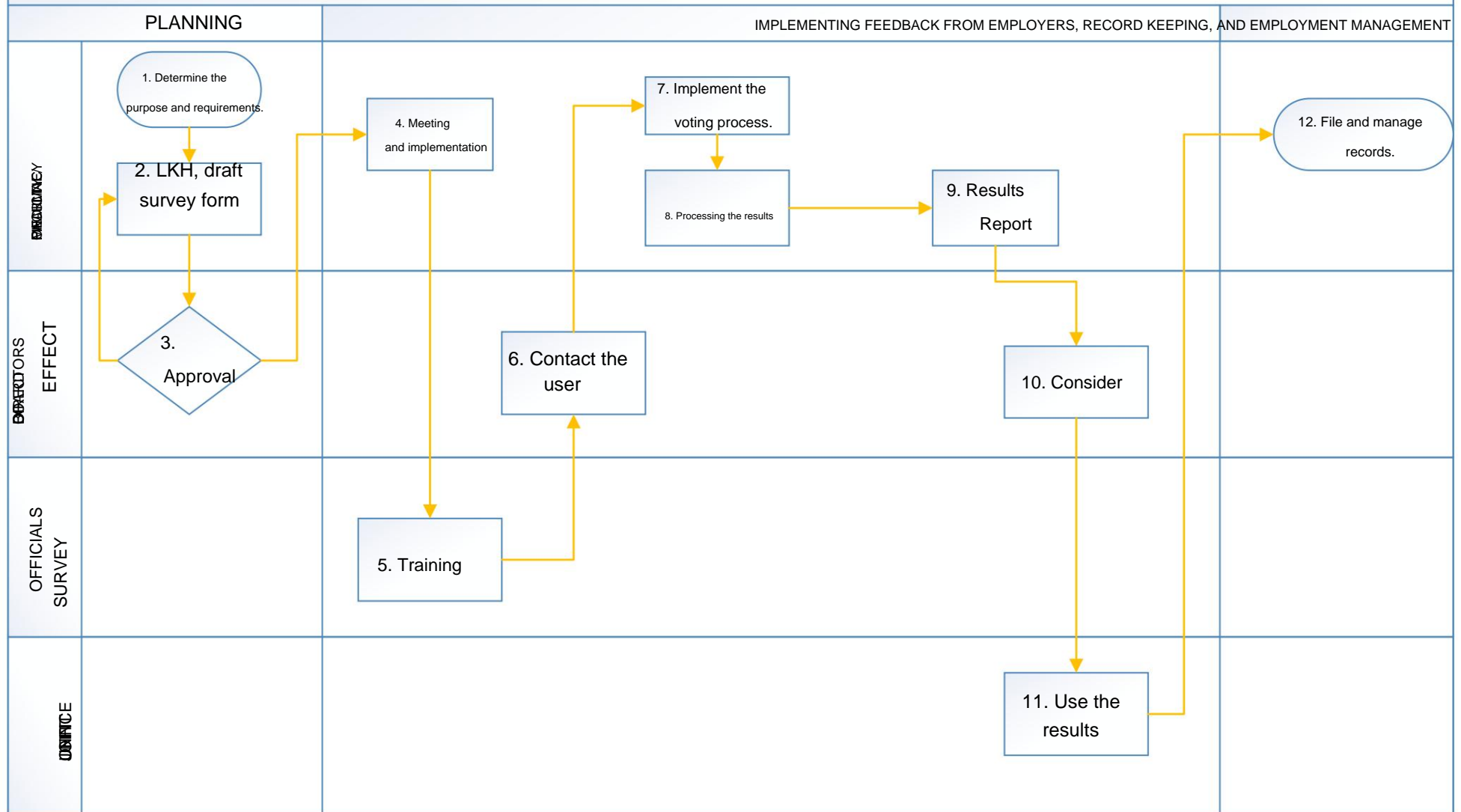
III. FLOWCHART (See page 2)

IV. SPECIFICATIONS (See pages 3-4)

V. ACCOMPANYING FORMS/INSTRUCTIONS

No.	Form/Instruction Name	Encryption
1	Practical training facility survey plan	QT39/KD/BM01
2	Practical Training Facility Survey Form	QT39/KD/BM02
3.	Report on the results of the practical training facility survey.	QT39/KD/BM03

PROCEDURES FOR SURVEYING HOSPITALS, PHARMACIES, AND PHARMACEUTICAL COMPANIES



SPECIFICATION OF THE PRACTICAL SITE SURVEY PROCESS

No.	Work steps	Content of implementation	Department/Unit responsible	Coordinating department/unit	Results achieved	Deadline	Application form
1	Define the purpose and requirements.	Define the purpose and requirements.	Pharmacy Department		Identify the purpose and requirements.	Before conducting the survey	
2	- Planning - Draft form survey	- Planning - Draft survey form for practical training facilities	Pharmacy Department		- Plan - Order form search	Before conducting the survey	- QT39/KD/BM01 - QT39/KD/BM02
3.	Approval		Board of Directors		The plan and survey questionnaire have been approved.	Before conducting the survey	
4	Meeting to implement assignment	Meeting to implement assignment	Pharmacy Department		Job assignment sheet	Before conducting the survey	
5	Training for CB survey	Training for survey staff	Pharmacy Department			Before conducting the survey	
6	Contact the employer.		Board of Directors		Written consent from the training facility.	Before conducting the survey	
7	Implement the survey process.	- Meet with managers at the employing unit to ask for their opinions on employees who have graduated from the College of Health Sciences. Peace	Pharmacy Department		Survey results close	According to the plan	

8	Processing results survey	Processing survey results	Pharmacy Department		Report survey results close	- After conducting the survey - According to the plan	
9	Report on survey results and proposed improvement solutions. <small>(Under review by the Board of Directors)</small>	Report on survey results and proposed improvement solutions.	Pharmacy Department	Training Department	Report	- After conducting the survey - According to the plan	- QT39/KD/BM03
10.	Considerations	Review the contents of the survey form and the summary report.	Board of Directors		The proposal report has been approved.		
11	Use the survey results to make adjustments (forward them to the corrective action process).		Relevant unit (these are the units of the school)			- After conducting the survey	
12.	Storage		Training Department, Pharmacy Department		Survey records	Survey concluded.	