Internship Training Program
Guideline Booklet
Clinical Affairs Department
Medical Internship Unit
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Associate Dean Message

The Medical Internship Unit (MIU) would like to welcome you to King Saud Bin Abdulaziz University For Healthcare Sciences and King Abdulaziz Medical City. We would also like to congratulate on you on the commencement of your internship year.

Internship is considered as the first step for medical students along their career path. During this year, interns will have the chance to apply what they have learned over the past six years and continue their learning journey as they improve their medical and professional skills. Furthermore, they will be exposed to different specialties and have the chance to choose their future careers. For this reason, the MIU was established under the umbrella of Clinical Affairs at the College of Medicine, with a mission to ensure high caliber training in a suitable clinical environment, for students during their internship year.

Furthermore, MIU has established an internship enhancing program, with the following goals for interns:

- The enhancement of their clinical and professional skills
- The development of their research skills
- Preparation for a residency application
- Help with planning their careers.

This booklet will provide the necessarily guidelines for your internship and help you choose your future career path. Please do not hesitate to contact us for any assistance. We wish you all the best in your internship year.
Medical Internship Program

A medical internship is an organized period spent rotating around different medical specialties.

In order to commence an internship year, an intern must be a graduate of a medical school. The internship will then require the successful completion of mandatory and elective rotations, for a total duration of 12 months. The internship year is considered as an opportunity to practice medical knowledge and clinical skills under proper supervision.

Furthermore, the internship is a chance to fulfill the numerous objectives and competencies required of a competent physician. These objectives and competencies include, but are not limited to, adopting an appropriate professional attitude; learning appropriate behavior; mastering effective communication skills; understanding and respecting medical ethics, and complying with patient safety.

To ensure that these goals are met, KSAU-HS has introduced a competency-based curriculum with specific domains and learning objectives, namely the Framework for Medical Internship Competencies (FMIC).
The Framework for Medical Internship Competencies (FMIC)

The FMIC is an original design to facilitate excellent performance during the internship year by creating competencies that guide and enhance the learning process within a structured scheme. The FMIC was formulated to cover several domains, including:

1. **Clinical management:**
   Enhancing patient-centered care through the integration of medical knowledge, clinical experience and professionalism.

2. **Communication skills:**
   Fostering effective communication skills and optimal relationships with healthcare practitioners and patients.

3. **Medical practice and professionalism:**
   Implementing concepts of commitment, interest, professionalism, ethics and well-being in patient care, both within a hospital setting and in the community, while maintaining high standards of excellence and a professional attitude.
Core Values of the Framework for Medical Internship Competencies (FMIC):

The core value of the FMIC is to ensure that all interns develop a comprehensive approach to dealing with patients’ problems and are able to embrace educational concepts, such as the provision of constructive feedback and active participation in the educational process.

Learning Outcomes of the Framework for Medical Internship Competencies (FMIC)

By the end of the medical internship year, an intern should be able to:

1. Make accurate clinical diagnoses and contribute to the management plan.

2. Identify self-limitations and discern when to ask the advice of senior staff and colleagues.

3. Identify and follow common clinical rules and regulations of the relevant healthcare system.

4. Develop the knowledge, skills and attitudes required of competent medical practitioners.

5. Demonstrate the ability to diagnose and manage common diseases in a multi-disciplinary and comprehensive approach.

6. Utilize the current Ministry of Health Standard Treatment Guidelines for patient management.

7. Acquire knowledge of commonly used drugs and their rational use.

8. Demonstrate commitment to lifelong learning.

9. Fulfil an effective role as a team member and learn to ask for colleagues’ opinions.

10. Demonstrate effective communication and leadership skills, and deal with patients in a professional manner.
Specialty Objectives and Micro-skills

**Pediatrics**:

On completion of this placement, the medical intern should be able to:

1. Conduct a focused patient interview to take a relevant pediatric history.

2. Perform an accurate and appropriate physical examination of children and neonates.

3. Seek further relevant information related to differential diagnosis.

4. Demonstrate the ability to use various methods and sites to measure a child’s temperature and record it on a chart.

5. Conduct an ear examination using an otoscope.

6. Measure blood pressure in infants and children, using an electronic/non-electronic sphygmomanometer and plotting the results on a chart.

7. Perform urinalysis.

8. Measure and plot growth parameters on growth charts, including head circumference, weight and height in infants, older children and adolescents.

9. Demonstrate the ability to use a glucometer to measure blood glucose.

10. Identify the steps involved in a lumbar puncture by observing the procedure.

11. Outline the basic principles of spirometry and demonstrate the ability to measure peak expiratory flow.
12. Collect specimens for microbiological examination, such as urine samples, throat swabs, nasopharyngeal aspirates and skin swabs.

13. Analyze the blood count results, as well as the outcomes of blood chemistry, microbiology, smear and arterial blood gas (ABG) tests.

14. Analyze and collect microbiological specimens, e.g. sputum, urine, stool, nasopharyngeal aspirate and cerebrospinal fluid samples.

15. Discuss and interpret common radiological investigations in children, such as chest, abdominal, skull and musculoskeletal X-rays.

16. Demonstrate the knowledge required to manage common pediatric diseases.

17. Accurately calculate common pediatric medication dosage, based on weight and surface area.

18. Educate family members about the proper use of asthma inhalers and medication for children.

19. Convey accurate information about the investigations required and their results, using appropriate language and based on evidence, while also verifying the understanding of the patient/parents/caregiver involved.

20. Convey information to parents about immunization schedules, indications and contraindications.

21. Provide necessary information about immunization and perform routine immunization in the correct manner.

22. Assist in performing pediatric advanced life support (PALS) on pediatric patients.

23. Identify at-risk children.
Basic Procedural Competencies

On completing the internship, the medical intern will be able to provide patients with safe treatment by competently applying specific procedural and/or assessment skills, although some of these may only be possible under supervision. It is recommended that the intern be comfortable performing the procedures outlined below.

Basic Procedural Competencies in Pediatric:

1. Taking anthropometric measurements, including weight, height and head circumference values.

2. Identifying and recording vital signs in children.

3. Performing an ear examination using an otoscope.

4. Assisting in lumbar puncture procedures.

5. Withdrawing arterial and venous blood under the direct supervision of (at least) a certified nurse or resident doctor.

6. Starting an intravenous line under the direct supervision of (at least) a certified nurse or resident doctor.

7. Assisting in the performance of PALS on children of all ages.

8. Suturing minor wounds and removing sutures under the direct supervision of (at least) a certified nurse or resident doctor.

9. Assisting with the insertion of a Foley catheter and nasogastric tubes.
**Internal Medicine**

On completion of this placement, the medical intern should be able to:

1. Demonstrate the ability to take a patient’s history in a proper manner and perform a necessary patient examination for an undifferentiated common medical condition.

2. Identify causes of common medical problems (ischemic heart disease, heart failure, gastro-intestinal bleeding, stroke, renal failure, pneumonia, etc.).

3. Recognize the presentation of common medical emergencies (septic shock, pulmonary edema, hypertensive emergencies, acute stroke, diabetic coma, etc.).

4. Demonstrate the ability to systematically evaluate a patient with multi-system illnesses.

5. Interpret and order an investigation to evaluate patients with common medical conditions.

6. Order and interpret the results of the main tests relating to investigations based on the presentation of common medical problems, e.g. chest X-rays, computerized tomography (CT) brain scans, and complete blood count (CBC), ABG and liver function tests (LFT).

7. Discuss the management plan for common medical conditions.

8. Maintain regular records of care provided for patients, including patient updates.

9. Teach patients how to use their medication on discharge and answer their questions.

10. Demonstrate the ability to communicate and deal with patients in a professional manner throughout the course of their illness, and to provide necessary support and explanation to patients and their families, before obtaining their informed consent.
Basic Procedural Competencies in Medicine:

1. Interpreting common abnormalities using ECG and chest X-rays.
2. Performing eye examinations using an ophthalmoscope.
3. Withdrawing arterial and venous blood.
4. Setting up and administering oxygen to a patient.
5. Performing urinary catheterization.
6. Inserting a nasogastric tube.
7. Performing a peak-flow meter reading.
8. Taking a pulse oximetry measurement.
9. Taking a blood sugar measurement.
Surgery:

On completion of this placement, the medical intern should be able to:

1. Demonstrate the ability to diagnose and manage common surgical conditions, including conditions related to the breasts, neck, abdomen, hernias, testes, bones and joints, brain, spine, etc.

2. Perform pre- and post-operative assessments, taking into consideration issues of co-morbidity, such as diabetes mellitus (DM), hypertension (HTN) and asthma.

3. Recognize common surgical trauma and emergencies.

4. Interpret common radiological findings in surgical patients.

5. Demonstrate the ability to interpret patients' data (patient history, examination, laboratory results, radiological findings).

6. Order the investigation of common surgical conditions and interpret the results of these tests.

7. Demonstrate teamwork.

8. Write informative progress and discharge notes.

9. Demonstrate the ability to obtain informed and valid consent.

10. Demonstrate the ability to communicate and deal with patients in a professional manner during their illness and to provide the necessary support and explanation to patients and their families.
Obstetrics and Gynecology

On completion of this placement, the medical intern should be able to:

1. Take an OB/GYNE history and perform an OB/GYNE examination in a proper manner.
2. Explain pre- and post-natal care.
3. List the stages of normal labor.
4. Recognize the puerperium period and its complications.
5. Specify pre-operative preparation.
6. Interpret patient data, including patient history, examination and investigation.
7. Recommend the initial stages for managing common obstetric and gynecological diseases.
8. Interpret normal and abnormal cardiotocography (CTG).
9. Demonstrate the ability to counsel mothers on breast feeding and contraception.
10. Identify the steps required for managing common obstetric complications, such as antepartum and post-partum hemorrhage, pre-eclampsia, eclampsia, pregnancy-induced HTN, DM, obstructed labor, vaginal bleeding, incontinence, prolapse, and the treatment of infections.
11. Identify the indications for normal vaginal delivery vs. caesarian section (CS).
12. Demonstrate the ability to assist in normal vaginal delivery and CS.
13. Describe common obstetric and gynecological investigations, e.g. urinary pregnancy tests, quantitative HCG assessments, routine antenatal screening, investigations, the use of ultrasound devices, abnormal CTG traces, and Pap smears.
14. Demonstrate the ability to communicate and deal with patients in a professional manner during their illness and provide the necessary support and explanation to patients and their families, before obtaining informed consent.
Basic Procedural Competencies in Obstetrics and Gynecology:

- Performing fundal height assessment.
- Detecting fetal heart sound.
- Tracing and interpreting CTGs.
- Assisting in low-risk normal vaginal delivery.
- Assisting in the performance of episiotomy and suturing.
- Performing a speculum examination.
- Assigning a neonatal APGAR score
- Demonstrating skill in the use of ultrasound.
- Demonstrating skill in detecting the fetal heart using Doppler sonography.

Professional Relationships:

Interns must demonstrate professional behavior in their interaction with each other, as well as with students, patients, other trainees and colleagues from other health professions. Any form of disruptive behavior could interfere with a physician’s ability to perform professional functions well or deliver instruction to students effectively, thus affecting the quality of healthcare and medical education provided.
General Rules and Guidelines

Interns must abide by the General Rules & Regulations of the Ministry of National Guard – Health Affairs (MNGHA), King Abdulaziz Medical City (KAMC)/King Saud bin Abdulaziz University for Health Sciences (KSAU-HS) Jeddah.

The requirements for major and elective rotations, as well as leave entitlement will depend on the policies of the intern’s respective university.

- **12-month rotation commencing annually in July***
  KSAU-HS intern rotations are as follows:
  - Internal Medicine 2 months
  - General Surgery 2 months
  - Pediatrics 2 months
  - OB/GYNE 2 months
  - ER 1 month
  - Family Medicine 1 month
  - Two electives 1 month each

*The option of completing the internship over a period exceeding one year will depend on the terms and conditions of the intern’s respective university.

- **Allocation:**
  Each intern will be expected to adhere to the scheduled booking arrangements.
  All interns attached to MNGHA/KSAU-HS will be required to complete the rotations and **NO changes will be made unless deemed necessary by MIU.**

- **Medical clearance:**
  All interns must process their Pre-Employment Medical Screening and obtain medical clearance from the Employee Health Clinic (EHC). Failure to obtain medical clearance will result in immediate removal of all the intern’s bookings from the rotation listing. In addition, **all interns must proceed to finalize their ID badge/pager/doctor ID number and access to Electronic Medical Record Programs on the first day of their first rotation.**
**Attendance:**

1. The intern must ensure 100% attendance.

2. The intern will attend on time as per their department’s stipulations.

3. In the event of an emergency, the intern must inform the coordinator/supervisor and obtain their consent to them arriving one hour late or taking the whole day off (which will be counted as Urgent Leave). The failure to inform senior staff will result in this being recorded as an absence and therefore subject to disciplinary action.

4. Any non-approved absence will be subject to disciplinary action, based on the decision of the MIU doctor in charge, Associate Dean of Clinical Affairs and Director of the Residency Training Program (RTP).

5. Any non-approved on-call absences will incur the obligation to repeat the rotation.
Leave:
KSAU-HS interns are entitled to the following leave allocation (entitlement may vary according to the policies and regulations of the intern’s university).

<table>
<thead>
<tr>
<th>Type of Leave</th>
<th>Duration</th>
<th>Policy</th>
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</table>
| Annual leave             | 15 days  | - Must be submitted 30 days in advance  
- Must consist of no more than five days for each placement  
- Must be continuous (for example, leave of one or two days is not permitted) |
| Urgent leave*            | 5 days   | - Must consist of no more than two days per placement  
- Requires the approval of the RTP and Director of MIU  
- Unused days can be utilized as annual leave in the last two months of the internship |
| Eid Holiday*             | 5 days   | - Refers to Ramadan or the Hajj holiday  
- Intern may be compensated, if obliged to work during both holidays, with a departmental letter of justification |
| Educational leave        | 7 days   | - Leave request must be submitted 30 days in advance  
- Two periods of educational leave are permitted during each placement  
- Proof of registration and attendance are required |
| National Day             | 1 day    | - 23rd September is National Day in Saudi Arabia |
| Maternity and sick leave |          | - An official report, and RTP and MIU approval are required  
- Absences must be recurrent |

*May be compensated at the end of the internship if unused

NB. No more than two types of leave are allowed per rotation (up to a maximum of seven days)

All leave requests will be forwarded to MIU. MIU has the right to accept or reject any leave request.
General rules regarding leave:
1. Leave requests must be submitted at least 30 days in advance of the requested date.
2. If the request is made before the beginning of the rotation, then only the approval of the MIU and Associate Dean of Clinical Affairs are required.
3. If the request is made during the rotation, then the approval of the RTP Director is required (especially for the Eid holiday).
4. At the end of the rotation, the leave approval will be sent to the university or college.

Cancellation or changing the rotation:
1. The intern can change an approved rotation at least 4-6 weeks before its commencement by submitting a Change of Rotation Form to MIU, along with the new letter of request from his/her university.

Note: The intern is only permitted to make requests on TWO occasions to change or cancel approved rotations (requests can either be for a single or multiple rotation). Any additional requests will be automatically rejected.

2. The intern can only cancel an approved rotation at least 4-6 weeks in advance and with reasonable justification.
3. MIU will subsequently send a release letter to the student’s university, confirming that he/she has cancelled their rotation.

Separation Clearance:
Interns must submit a Separation Clearance at the end of the rotation (the failure to do so will mean that the intern will not receive his/her evaluation).
Assessment

Non-KSAU medical interns must fill out the assessment form for the respective university. However, assessment of KSAU graduates will be carried out with multiple tools collected during the internship year:

- The Competency Evaluation (end of rotation evaluation form) [See Appendix A-1]
- The Medical Internship Portfolio [See Appendix A-2-3]
- Work-based assessment (part of portfolio) [See Appendix A-2-3]

The first scheme is the **Major Competencies Evaluation Form**, consisting of 20 elements organized into four main domains. The score for each competency ranges from 1-10, with a total score of 100.

The four domains include **clinical management, medical practice, professionalism and communication skills**.

The second scheme is a work-based assessment (WBA) and portfolio with the goal of providing immediate and ongoing feedback.

The WBA includes Mini-Clinical Evaluation Exercises (Mini-CEX) and Case-Based Discussion (CBD).

Interns are responsible for finding time and suitable cases for their faculty to conduct the assessment.

On completion of the forms, they must be placed in the portfolio folder.

In addition, the portfolio has other elements to encourage learners’ self-awareness and reflection and can offer ongoing feedback and support for learners facing difficulties. Finally, the portfolio can support medical interns in their residency applications.
Assessment procedure:

1. Sending the Assessment Results:
   MIU will send all assessment forms to the department concerned, accompanied by the student list.

2. Collecting the Assessment Forms:
   - The assessment forms completed by the Clinical Supervisor and signed by the interns will either be collected by an MIU representative, or will be sent to MIU by ordinary post.
   - For Non-KSAU-HS students, MIU will send a soft copy to the relevant universities. The original form will be stamped and sealed in an envelope, before being sent to the medical interns.

3. Calculation of Grades:
   - The MIU representative will not enter the KSAU-HS student grades into the system until the forms have been approved and signed by the Medical Internship Coordinator and Associate Dean of Clinical Affairs.
   - Overall performance will also be entered in the Performance Sheet:
     - Competency evaluation form: 92%
     - Major rotations: 80%
     - Elective rotations: 12%
     - Portfolio and WBA: 8%.
The Role of the Intern in Day-to-day Practice During Rotation

- To attend and help the team during their rounds in clinic operating rooms, and labor and delivery rooms.

- To participate in daily teaching activities and morning reports.

- To complete all paperwork for new admissions and write progress notes for in-patients, as instructed by the primary team.

- To order necessary investigations after discussing these with senior resident doctors or other senior staff.

- To remain available at all times and respond to the pager immediately.

- To inform the team of any changes in patient status, especially in emergencies.

- To sign out necessary patient information, especially post-call.

- All medical interns must comply with the dress code policy and wear a white coat with ID badge at all times.

- **SMOKING IS NOT ALLOWED IN THE HOSPITAL** or anywhere else on the University campus.
All students must follow the dress code of the College which complies with NHAA Policies. If a student fails to commit to the dress code rule, the clinical supervisor and his designee, including nurses, has the right to force the student to leave the ward.

All students must:

a) Ensure they always have sufficient uniforms to carry out assigned duties.

b) Ensure that uniforms, clothes, and accessories are well-pressed, adhere to infection control and health and safety policies and comply with patient and public expectations.

c) Wear their ID badge while on duty as per APP 1429-20. This must be displayed above the waistband and be readily identifiable at all times. E.g., name, job, and picture must be clearly visible.

d) Good personal hygiene and grooming are essential in the workplace. They support the positive and professional atmosphere of the hospitals and the Organization as a whole. Regular baths/shower and the use of deodorant are necessary.

e) Perfumes and colognes must only be used sparingly. Strong perfume must not be used if it is deemed to have a negative impact on patients, visitors, or other employees.

Mail should be short, clean, and well-groomed.

Beards should be clean and well-groomed and must be covered during sterile procedures.

Nails should be pruned and clean.

White long-sleeved laboratory coat.

Denim jeans or non-fitting clothes will not be worn at any time.

Shoes need to be clean and in good repair.

Trouser and appropriate business shoes.

White shoes with enclosed toes and rubber soles or any anti-skid material that makes no sound while walking must be worn in clinical areas.

Long-sleeved shirt with collar and tie.

Shirts should be properly buttoned and be worn tucked inside the trousers.

Necchi chains, caps, and strange haircuts are prohibited.

Make employees are not allowed to wear any form ofarming or jewelry while on duty except for wedding bands, school items (e.g., pins and medical alert bracelets).

Male employees are required to maintain personal hygiene, including daily baths, showers, and the use of deodorant.
Tips on selecting your specialty

1. Medical school will not give you a comprehensive idea of your preferred specialty; a more complete and accurate picture will be formed during your internship.
2. It is important to be aware of your goals in life and how a chosen specialty will help you achieve them; merely enjoying a particular specialty is not always sufficient.
3. Develop self-awareness and an understanding of how each of the specialties you are considering suits your personality. For example, if you enjoy interacting with patients, it will be challenging for you to pursue a career in pathology or radiology.
4. You could find out about the personality traits required for each specialty and compare these with your own individual characteristics. You could also take a test to receive suggestions about the best options for you.
5. Another important thing to consider is the lifestyle that accompanies each specialty and your ability to sustain that lifestyle throughout your career. You should also consider the lifestyle of a consultant, as residency programs tend to involve difficult lifestyles. Asking your seniors about this will give you a good idea. For example, ER shifts are intolerable to some, due to their personal lifestyle preferences, but desirable for others.
6. Consider your capacity to accept patient outcomes in the specialties you are considering. For example, Dr. X can cope well with death as a daily outcome in Oncology, while Dr. Y cannot tolerate this and wants to see most of his patients walk out with an effective cure. Therefore, he has chosen Ophthalmology.
7. Once you have a list of potential specialties, take electives in them and ask consultants about their lifestyles, along with the advantages and disadvantages of their specialties.
8. Another consideration is your grades. For example, you cannot consider plastic surgery, if you have a low GPA, poor CV and average SMLE score.
9. Always pray and believe that you will find the best possible place for yourself and your future.
10. Finally, the ‘Istikhara prayer’ is the key (صلاة الاستخارة).
Internship and Career Planning

❖ Organize your schedule according to your list of potential specialties; see previous section for further details.

❖ The usual timeline for the internship year is as follows:

- Internship starts in July or August.
- Applications for Local Residency and Training Programs may be submitted from January to February.
- Primary acceptance notifications for various specialties are issued in March, which is also when the interviews are conducted for primary acceptance in different centers.
- In April, you will be notified of the final results for acceptance in a training center and of the sponsors for your specialty.

❖ Exercise your elective specialty options wisely by completing them in the first half of your internship year.

❖ Start the specialties you wish to explore before applying for residency programs and the ones you are sure about pursuing, closer to the time of making the application and attending interviews.

❖ Try not to take a specialty that you are particularly interested in at the beginning of your internship, as you will still be adjusting to your new role. This could mean that you are not yet ready or able to give the best impression of your true abilities.

❖ Ask when the RTP in your desired center is going to be in service and try to take your elective specialty at this time.
Make a list of your goals and what you want to achieve during your internship:

For example, explore specialties, build clinical and personal skills, improve your CV and prepare for the SMLE.

- In your CV, focus on your target specialties; any research conducted, conferences attended, voluntary work undertaken or courses completed should relate to your goals, such as:
  - ACLS and ECG: for medical specialties
  - ATLS, BEST, BOSS, MASS, TEAM and HRC: for surgical specialties
  - PALS and NRP: for Pediatrics
  - BLSO and ALSO: for OB/GYNE.

Start planning for your SMLE early. Decide when you want to take the exam and plan your study time accordingly. Study strategies should be based on resources that you are comfortable with, while trying to answer as many questions as you can.

If you have not yet conducted any research at medical school, start participating during your internship. If you manage your time wisely, you will be able to finish a project by the time the residency applications are due for submission.
Saudi Residency programs

You can get detailed information about each specialty available in Saudi Arabia in the SCHS website: www.scfhs.org.sa
Application and consequent acceptance to the different programs depends on three components:
The components of the Portfolio / CV are as follows:

<table>
<thead>
<tr>
<th>Item</th>
<th>Done</th>
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</thead>
<tbody>
<tr>
<td>1 Research activity (any activity)</td>
<td></td>
</tr>
<tr>
<td>2 Research publication</td>
<td></td>
</tr>
<tr>
<td>3 Health Related Courses or Workshops (2 courses)</td>
<td></td>
</tr>
<tr>
<td>4 Public Health Awareness (2 campaigns)</td>
<td></td>
</tr>
<tr>
<td>5 Conference Attendance</td>
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<tr>
<td>6 Conference Presentation</td>
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<tr>
<td>7 First Specialty Option (Four documents from components 1 to 6 of the portfolio related to your first specialty)</td>
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</tr>
<tr>
<td>8 Clinical Experience (for those who completed internship prior to application year) OR being in the “Dean’s list” (Top 5% of your graduating class)</td>
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<tr>
<td>9 City Option (first choice not a major city)</td>
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# Intern Competency Evaluation Form

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<thead>
<tr>
<th>Name: ..............................................................................................................</th>
<th>Badge no: .................................................................</th>
<th>Student No: ..............................................................</th>
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<tbody>
<tr>
<td>Placement: .................................................................</td>
<td>Hospital: .................................................................</td>
<td>Date (MM/YYYY): ......................................................</td>
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<tbody>
<tr>
<td>Level</td>
<td>unsatisfactory</td>
<td>borderline</td>
<td>satisfactory</td>
<td>Above expected</td>
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</tbody>
</table>

*Note: A monthly Evaluation is mandatory in any placement.*

**Please enter score of each competency (1-10).**

### General Competencies:
- 1. Acquires clinical knowledge
- 2. Takes history and performs Physical Examination
- 3. Constructs differential diagnosis
- 4. Plans appropriate investigation and management
- 5. Applies SOAP in follow-up of patients
- 6. Maintains quality medical records
- 7. Recognizes and assesses acutely ill patients

### Medical Practice:
- 8. Demonstrates evidence of self-learning
- 9. Gives comprehensive case presentation
- 10. Provides appropriate patient instruction
- 11. Maintains regular attendance
- 12. Demonstrates required technical skills

### Professionalism:
- 13. Manages time appropriately
- 14. Practices the principles of patients safety
- 15. Applies principles of medical ethics
- 16. Demonstrates self-confidence
- 17. Acknowledges own limitations and seeks assistance

### Communication Skills:
- 18. Maintains professional practice
- 19. Communicates well with patients and/or family
- 20. Communicates effectively with the team and others

**TOTAL SCORE**: Score

This score weights is:

Was the overall performance satisfactory? □ Yes □ No

**Supervisor comment:**
- Strength areas:
- Area needs improvement:
- Did you discuss it with the intern? □ Yes □ No

**Intern Comment:**

**Intern Signature:**

**Admin Assistance Initial:**

---

**Clinical Supervisor**
- Name: ........................................
- Sign: ......................................
- Date: ......................................

**Medical Internship Coordinator**
- Name: ........................................
- Sign: ......................................
- Date: ......................................

**Associate Dean Clinical Affairs**
- Name: ........................................
- Sign: ......................................
- Date: ......................................

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P.O. Box 9515, Jeddah 21423 Mail Code: 6644 Tel: 22416666 ext. 46543/46536
Mini Clinical Evaluation Exercises (Mini-CEX)

Name: ...........................................  Badge No: ...........................................  Student No.: .................................
Block: ...........................................  Subspecialty: ...........................................  Hospital: KAMC-Jeddah

Mini-CEX form is to be completed at the time assigned for this activity. The student must be observed performing a history taking and physical exam. The form should be immediately completed upon the conclusion of the procedure.

Patient problem/Diagnosis:
Case setting:  □ Out-patient  □ In-patient  □ Emergency Dep  □ Others: .........................
Case Complexity:  □ Low  □ Moderate  □ High
Focus:  □ Data Gathering  □ Diagnosis  □ Therapy  □ Counseling

Competencies

<table>
<thead>
<tr>
<th>Competencies</th>
<th>Not observed</th>
<th>Satisfactory (4)</th>
<th>Borderline (3)</th>
<th>Below average (2)</th>
<th>Poor (1)</th>
<th>Not achieved (0)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Professional approach to patient</td>
<td></td>
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<tr>
<td>2. History taking skills</td>
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<td>3. Physical examination skills</td>
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<td>4. Clinical diagnostic skills</td>
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<td>5. Patient management &amp; counseling skills</td>
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<td>6. Clinical judgment &amp; organization skills</td>
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<td>7. Communication skills</td>
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<td>8. Overall clinical competence</td>
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</tbody>
</table>

Assessor satisfaction using Mini-CEX
Low 1 2 3 4 5 6 7 8 9 High

Student satisfaction using Mini-CEX
Low 1 2 3 4 5 6 7 8 9 High

Assessor Comment on Student’s performance

Student comment on his/her performance

Assessor
Name: ...........................................  Sign: ...........................................  Date: ...........................................

Student
Name: ...........................................  Sign: ...........................................  Date: ...........................................
Case Based Discussion (CBD)

It is the responsibility of the intern to prepare a case to discuss with their supervisors.

In the discussion, the supervisor will expect the intern to be able to reach the working diagnosis though his / her findings based on the history and physical examination.

Then interpret the investigations performed on the patient to reach the final diagnosis.

Again it should take more than 15 minutes. The following is a copy of the assessment form for CBD’s.

Finally, a schematic diagram shows what should be included in your portfolio, and the points distribution for each.
**Case Based Discussion (CBD)**

**Name:** ...........................................................................  **Badge No.:** ...........................................  **Student No.:** ...........................................

**Block:** ......................................................  **Subspecialty:** ...........................................  **Hospital:** KAMC-Jeddah

Mini-CEX form is to be completed at the time assigned for this activity. The student must be observed performing a history taking and physical exam. The form should be immediately completed upon the conclusion of the procedure.

**Patient problem/ Diagnosis:**

- Out-patient
- In-patient
- Emergency Dep
- Others: ..............

**Case setting:**

- Low
- Moderate
- High

**Case Complexity:**

- Data Gathering
- Diagnosis
- Therapy
- Counseling

**Competencies**

<table>
<thead>
<tr>
<th>Competencies</th>
<th>Not observed</th>
<th>Satisfactory (4)</th>
<th>Borderline (3)</th>
<th>Below average (2)</th>
<th>Poor (1)</th>
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<tbody>
<tr>
<td>1. Professional approach to patient</td>
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<tr>
<td>2. Data gathering and interpretation</td>
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<tr>
<td>3. Making diagnosis and decisions</td>
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<td>4. Clinical management</td>
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<td>5. Managing medical complexity</td>
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<td>6. Working with colleagues and in teams</td>
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<td>7. Maintaining an ethical approach</td>
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<td>8. Fitness to practice</td>
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</table>

**Assessor satisfaction using Mini-CEX**

| Low | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | High |

**Student satisfaction using Mini-CEX**

| Low | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | High |

**Assessor Comment on Student’s performance**

**Student comment on his/her performance**

---

**Assessor**

**Name:** .......................................................  **Sign:** ...................................................

**Date:** ....................................................

**Student**

**Name:** .......................................................  **Sign:** ...................................................

**Date:** ....................................................

P.O. Box 9515, Jeddah 21423 Mail Code: 6644  Tel: +966 12 2246543 / +966 12 2246536
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