



CZECH
HOSPITAL
PLACEMENTS

HOW TO PREPARE FOR YOUR FIRST DAY IN THE HOSPITAL AND CLINICAL ENVIRONMENT WHILE SHADOWING HEALTHCARE PROFESSIONALS

CHP PROGRAM eBook
PART II

and much more...

How to prepare for your first day in a live clinical environment

Bonum aegroti suprema lex – the wellbeing of the patient is the highest priority.

That is the mantra that all healthcare professionals - including the future ones - should have in mind. For many of you it will be the first time shadowing someone in a clinical environment, so everything is new.

Being a healthcare professional requires responsibility, reliability, and concentration. This is what the hospital team will expect from you. Irresponsible actions can endanger the patients or the staff.

This part of e-book gives you important information about how to prepare, including information on your professional appearance, preparation before shadowing in the operating room, how to disinfect your hands correctly, who will be with you in the surgical team, as well as what to refrain from doing and what you are encouraged to do. Go through this information and discover useful tips that will prepare you for the experience. You will then be ready to work in the hospital environment safely and with confidence. What's more, your mentor will treat you as an equal partner who is honest and keen to learn. Take the opportunity to present yourself in the best light.



Know your mentoring teams

...before you arrive

Our mentors are **doctors, nurses, midwives, physiotherapists, dentists, paramedics and other professionals**. They all work daily in the hospital and relish the opportunity to share their knowledge and years of practical experience with you. They come from various fields of healthcare, and have different backgrounds in their specialty. **Shadowing our mentors** will not only give you a better understanding of the specialty, but also the chance to challenge yourself and your expectations in a demanding environment, and **to discover what will motivate you to pursue this career**.

The members of the CHP mentoring teams are more than just advisors to you. **The right mentor can be the most important person in your professional life**. It is your mentor who can provide you with a positive evaluation, according to your overall approach to the field and initiative you take. This is the basis to gain the Personal Recommendation. **Have a look at their profiles**, as well as the department specialties at www.chpprogram.com before you decide to join us. It's a way to make certain that you shadow the right person, with the skills and abilities you are looking for.



Specialized Center of Anaesthesiology,
Resuscitation and Intensive Care
Medicine



Choosing a mentor for shadowing

**“Tell me and I forget, teach me and I may remember, involve me and I learn.”
– Benjamin Franklin**

Your mentor is an extremely important person for your career path's start. It does truly matter who will become your mentor, since he or she can influence your views on the job you'd like to do one day yourself. Believe or not, this first impression highly affects your future.

The 3 key points are: Professionalism, honesty and mentoring skills. If you have a chance to get some reviews before you are actually assigned a mentor, that's a big advantage.

The mentor acts as your guide, coach, and as a valuable advisor. It is a person who wants to share his or her knowledge and expertise to help the eager learner with the self-development.

Professionalism/qualification

Your mentor should be able to answer questions about their specialty and provide you with the correct information. Try to find out what education your mentor has attained and whether he or she is attested for the specialty you would like to shadow. However, if your mentor is not attested yet, that doesn't necessarily mean he or she is lacking in knowledge. The advantage of this mentor is that he or she can give you practical advice about being a med student.

Another important quality your mentor is to consider the way how he or she treats another colleagues and what's more, how he or she treats the patients. An open minded person will be willing to share with you more experiences and will inspire you to become not only the better professional, but also a better person. Witnessing their great approach towards patients can help you to realize how important this job is and how you can improve another people's lives. The doctors' and nurses' behavior is an evergreen topic for the patients since this vital to their health. Learn from someone who excels in it.

Age matters, but....

Your mentors should be experienced, that's clear. But it doesn't mean that you have nothing to learn from a younger professional. It depends on his or her honest interest in the specialty, if one is eager to explore as much as possible about the job, they could be the right person to mentor you. Your mentor can also tell you about the mistakes they made on their career path and what you should do to avoid them. This can pertain not only to their time as a professional, but also during the studies. By working with a young professional, you can see the steps they took on their career path, from pre-med through degree examination, to attestation and so on. You can witness how he or she treats their more experienced colleagues. The mentor is there to help the future generation of new colleagues – this should be their primary reason for working with you. Feel free to ask your mentor for useful tips and advice he or she can give you. Why not ask them what motivated them during the difficult moments of studies? How did they balance between work and private life?

Who can be your mentor?



University Hospital in Motol has one of the most advanced gynecologic and oncologic departments in the Czech Republic and it allows us to cooperate with other departments of all specialties. We come across some of the most interesting cases in the field of obstetrics.

Despite meeting patients in very difficult life situations, I can see the positive results of my work, which makes it meaningful and it motivates me to carry on.

In our center we monitor patients throughout their entire life and establish a long-term relationship with many.

I love the variability of my specialty, because we perform both diagnostic (ultrasounds) and therapeutic (operations, conservative treatment and consequential monitoring of the patient) activities.

You will see an entirely different workflow management and every single person you will meet will have some influence on you. It is said that your first mentor has a huge impact on how you will behave personally as a doctor or healthcare professional in general.

■ ■ ■ ■ ■ ■ ■ ■
**Doc. MUDr. Michael Halaška,
Ph.D.**

Michael is the Associated professor in the Department of Obstetrics and Gynecology. He is also an active member of international associations such as the European Society of Gynecologic Oncology.

Another quality which is independent on age is, that your mentor should be up to date. Does he or she follow the trends in the healthcare industry? What about the publication of new articles, taking part in the current research or giving the lessons at the university? If you have chosen a study program abroad you pay for, do you have all this information about your mentor ahead? Because you should.

Honesty first

Search for a mentor who is able to give you advice that isn't found in books, but comes from their practical experience – the mentor should be able to take the most from these experiences and help you draw conclusions. Their voluminous CV does not guarantee that the professional in the field will be able to share their honest insights and advice. So don't worry if your mentor is young. More important than their age is their ability to find their own strengths and weaknesses within the job, and to reflect on them in the context of the profession.

Even though the person you would like to shadow is a knowledgeable professional, it still doesn't ensure that he or she is also a good mentor. Being a great coach requires also a special know-how, the ability to mentor people. Not everyone can explain everything clearly and in order. They should be able to share their knowledge in a comprehensible manner.

Some people don't realize that the listener is not a professional yet, and so this student can get confused with very high level information. It's great when the mentor already has some positive experience teaching. This person can empathize with your situation and is able to share his or her understanding more effectively.

Make sure you don't choose someone who shows disdain for their students. Yes, unfortunately you can be assigned a physician who will treat you like you like a bother when observing him or her. Healthcare professionals are often very busy and often they do not have enough time to sleep and eat, as they are so busy managing the care of their patients. This can sometimes be seen when they try to explain to you their cases. When you decide to arrange a mentoring experience on your own, you should be aware of this and respect it.

Easier said than done? How do I find this person?

You have numerous possibilities. If you have a chance, make an appointment with the study advisor at your school, since he or she might know someone who could become your mentor. Also, a teacher with a medical background may know some people who would take you on as a shadow. Being successful in your career (regardless of your profession) relies heavily on your ability to network, and the best time to start networking was yesterday.

You can consider yourself lucky if you have a good relationship with a professional working in your desired field. Ask for an appointment and try to arrange time for you to shadow them. Another option is to ask in a local clinic or a hospital if you could join their team to gain some work experience. Do not give up if are rejected at first.. Try to meet more physicians, nurses, volunteers, simply search for opportunities to make your wish come true. But still, if you get this chance, there is a risk of meeting a person who doesn't possess the right mentoring skills. Regardless your way to find the right person, we keep our fingers crossed to you. Wish you the best to find an excellent mentor who is the true worth for your future path.

Who can be your mentor?



During my workday we can see up to ten consequential anesthetics for short surgeries and two or three long surgeries. Outside of my work in the anesthesia care team, we can observe the work of surgical nurses.

You will be able to see a variety of surgical procedures and diagnostic methods. Anesthesia is performed for the following surgical specialties: urology, proctology, ENT, orthopedics, neurosurgery, maxillofacial and eye surgery.

The examination methods include all variations of endoscopy, e.g. gastroscopy, colonoscopy and bronchoscopy, as well as imaging methods like magnetic resonance imaging, computed tomography, x-ray, angiography and ultrasound.

Since we are the teaching hospital, all of our staff is used to teaching medics and interns of all specialties and if you show enthusiasm and proactive attitude, our team is glad to answer any of your questions.



Bc. Alena Hyršlová

Alena is an anesthesiology nurse at the Anesthesia, Resuscitation and Intensive Care Medicine Specialized Center. After she tried to work outside of health sector, she realized how important it is to believe in what you are doing and to feel satisfaction from doing it.

10 things you need to know before entering the hospital area

Let's get start your first time experience! As the hospital is actually a very demanding environment where everyone needs to follow specific rules – both formal and informal, you should be thoroughly prepared for it. Let's go through the 10 tips to help you find your bearings easily on your first placement or day working in the hospital. Then, you can present yourself in the best of light straight from the start of your amazing hospital experience.

1. Patient and staff safety is the first priority

Your presence must not disrupt operations in the hospital. That means don't interfere with the hospital staff. Your mentor has a responsibility to the patients and it is necessary to let him or her smoothly do their job. Of course your education is very important, but you need to respect the fact that the patient comes first. So if your mentor does not answer your question, don't take it personally. He or she is probably focusing on the patient. You are encouraged to ask a lot of questions, but try to avoid doing so at critical times.

2. Respect what the hospital staff tells you

Always ask your mentor for permission before entering the room. Don't just assume you are allowed to come into the patient's ward or the operating room (that would be real trouble!). If you want to interact with the patient, the same rule is applied – always check with your mentor. If you are asked to leave the room, do so quietly. The questions why were you told so can wait until the treatment is done. You may be told, for example, that the patient does not feel comfortable with the presence of so many people. Give respect to other students, the same as they would

expect from you. You all are here to learn new things about your possible new career, so be respectful to each other.

3. Patient's privacy is always highly important

Being a healthcare professional requires sensitive and thoughtful approach. Avoid holding any personal conversations in front of patients. It is inappropriate and confusing, especially when they do not understand your language. They could assume you are talking about them and that would disrupt the patient-doctor trust. It is very unprofessional to laugh or look frightened when your mentor talks to you during the patient's examination.

Quiet speaking voices are a must during the time spent in the hospital and switch your cell phone to silent mode. No matter how minor or major the performance is, the patients must always be confident that they are receiving quality care by a team of focused, attentive, and serious professionals. When taking notes, refrain from using a patient's name – it is best for you to write down the age and gender of the patient to remember the case.

4. Study and prepare for your placement

Have a perfect understanding of your department specialty according to the literature or another study materials (CHP Program provides you with them to get you perfectly ready). It is necessary for you to understand what your mentor is talking about. He or she may ask you questions to check if you understand the relevant issues, such as treatment methods or concrete definitions. It would be a shame if you fell silent at that moment. We are sure you will appreciate your extended knowledge gained not only during the time of your placement, but later during your following studies.

5. Give a good start to your relationships

Being late is an easy way to make a bad impression to your mentor. Get up early in the morning to be at your placement on time. Learn as much as you can about the hospital and your mentor. Also, ask questions based on insider insight – express the notion that you do care about this field and their job. People will always appreciate you more when you show an honest interest in the work that they do.

6. Neatness is a beautiful form of politeness

It is important for you to look professional. Since the clothes make the person, always wear clean and unwrinkled clothes. Males should have their beards groomed and girls should wear minimal makeup, with no jewelry or nail-polish. Although it might sound a bit silly to you, we recommend to bring with you deodorant to refresh yourself during the day. Do not use any scented perfumes or soaps. It may be charming, but the patients may not appreciate it.

7. There is no 'I' in team

Thanks to this kind of experience, you will have a holistic understanding of the complexity of healthcare. You will be able to appreciate each member's contribution – everyone is working towards a greater goal – the patient's life, health, and care, to be the best of their ability. Doctors could not do their job if there wasn't employees to clean the room before an operation. What's more, learning from other careers improves your knowledge base while honing your own skills. Getting deeper into your approach requires interacting with others and with the idea of the profession.

8. Start your day with a good breakfast

As weird as it may sound, one of the most important things to do before you go into the operating room is to have a big breakfast in the morning. One apple is really not enough. Have toast with cheese, sausages, and a glass of fruit juice to give your body energy for the whole morning. You might be standing in the operating room for hours in stale air. Combined with your empty stomach, you run a decent chance of fainting. You could hurt yourself, the patient, or the staff, so it's very important to be well fed. If you should cause a commotion during the operation, you won't be allowed to enter to the operating room again.

9. Feeling sick – stay home

If you are not feeling well in the morning, stay in bed. You are not allowed to come to the hospital if you are showing any signs of illness. Respect that there are patients with conditions in which your minor illness might endanger their life. Don't worry, if you are on the CHP program, a member of the team will be with you in the

accommodations to provide you with the best care possible

If you get sick during your placement, inform your mentor or another staff member right away.

This may be obvious, but it is very important to sleep at least 8 hours a night. Although it doesn't sound such hard now to you, standing in the operating room for long hours is demanding and extremely tiring. You don't want to be caught by the head nurse snoozing in the hall while waiting for your mentor. So go to bed early to be fresh the next day.

10. Have a good night's sleep

Don't worry. If you will follow these tips, we believe you can begin a great relationship with your mentor and the team members you work with and quickly find your bearings. Your first day is extremely important – it can influence your view to all clinical experiences, so don't underrate it and prepare a couple days in advance. Why not stand up in the front of the mirror in your room and practice to introduce yourself to your mentor. Professionalism should not be a lost art.



Members of the Operating Room

Sterile or non-sterile – that's the question

The surgical team consists of sterile and non-sterile members. The sterile staff is scrubbed with a special surgical gown, mask, hat, and gloves. These doctors and nurses can move only in the sterile area and can only use sterile instruments.

Non-sterile members are allowed to move only in the non-sterile zone and handle equipment which is not considered sterile. They keep the surgeons supplied and deal with situations which may arise during the operation. All members participating in the operation must be excellent at communicating and operating within the team.

Everyone is an indispensable part of the bigger goal - the health and safety of the patient.

Surgeon

There are many specialties in the field of surgery. For example, we can mention neurosurgeons performing brain and nervous system treatment, or cardiovascular surgeons who specialize in heart or artery operations.

The surgeon and the first surgical assistant (second if needed) are sterile members of the team. They wear special sterile gowns, gloves, masks, and hats, as they immediately surround the patient. Using various instruments, they correct anatomical deformities, repair or replace tissue and bones after injuries, or they perform preventative surgeries.

Scrub nurse

For all performances there is a sterile member called the scrub nurse or surgical technologist to organize the instruments and pass it to the surgeon when needed. He or she is in the charge of the Mayo stand (the sterile tray with the instruments).

Circulating nurse

In every surgical team, there is a non-sterile circulating nurse who is responsible for setting up the room and supervises

cleaning after the performance. He or she is also responsible for the equipment. When something special is needed during the operation, this member arranges it.

Anesthesiologist

The anesthesiologist is a non-sterile member responsible for the patient's anesthesia during the performance. This doctor administers the appropriate anesthesia and then remains by the patient's head, and monitors their vital signs (pulse, ECG, oxygen etc.). He or she also makes sure the straps are not too tight and that the patient's body is not stretched or contorted. Never touch the anesthesiologist's equipment, the doctor may not see if you have accidentally changed some settings which could cause a very serious problem during the surgery.

You

You and the other students are the non-sterile members of the team. The mentors are keen to educate their future colleagues, and they know how important it is to you. Take the initiative, ask questions and show that you are acting in an appropriate way. While observing your mentor and other experts working around you, identify the

Who can be your mentor?

The focus of anesthesiologists is nothing but vital functions. We take care of airways, consciousness, and we ensure proper blood circulation.

Anesthesiologist has insight into all areas of medicine. This profession carries a lot of responsibility, but I enjoy the adrenaline. My specialty undoubtedly requires decisiveness and the courage to take risks. I never know exactly what will happen next. Anesthesia and intensive medicine attracted me from the moment I decided to study medicine, in my fourth year of high school. During my medical studies I constantly increased my interest in these specialties, and I tried to stay close to the related fields.

My advice for you as students?

I highly recommend studying abroad. Placements and internships in other countries were to me the most beautiful part of my medical studies.

I think that even those of you who do not want to spend a lifetime in intensive medicine, can learn valuable lessons from our specialized center not only for their future careers.



MUDr. Silvie Ševčíková

Silvie is the Anesthesiologist at Anesthesia, Resuscitation and Intensive Care Medicine Specialized Center. She compares her greatest passion - climbing, to anesthesia. At first glance you can see it as a routine, but mistakes are not acceptable and can be very costly.



important personal qualities in yourself that will make you an excellent healthcare professional one day.

The hospital staff

The technicians setting up the devices which monitor the vital functions, the cleaners getting the room ready for surgeries, or the laundry staff providing clean clothing to the hospital; these people tend to be forgotten by the general public.

Without these people the hospital would not be able to function. Can you imagine a busy surgeon mopping the floor after the surgery, repairing the X-ray machine before diagnosing the patient's broken bone, or washing and ironing his lab coat after their shift? Everyone

in the hospital is an irreplaceable member of a larger team effort and cannot be ignored.

Always keep in mind that everyone is respected. You are on your placement not only to shadow your mentor, but also to watch what other staff members do. It is a perfect chance to get to understand to how important the cooperation of the whole team is. Furthermore, you will be surprised how people will treat you when you are polite, give a smile, and say hello to everyone



10 musts before entering the Operating Room

So now you know who you might meet on the OR. Now Let's talk about some rules before you enter the Operating Theatre. There is a large number of departments where surgeries are performed – and you have the golden chance to witness it. The operation rooms are a high risk area for patients, staff, and you too. Strict rules apply to everyone. Get prepared thoroughly to shadow in the operating room. Going through is not enough – know it backwards!

1. Respect

A member of the operating team should show you a locker to put your stuff into give you a sterile suit to wear. Now it is NOT time to talk about the case you will observe, only ask questions when something is unclear about sterile clothing. It is natural for you to be excited before the operating procedure, but the surgical team is working in a serious environment and cannot be disturbed. Excessive noise is unacceptable. You are encouraged to share your thoughts and insights, but it is important to do so after your placement.

2. Change your suit quickly

As explained above, focus on changing into sterile clothing. Texting your friends that you are going to observe a heart transplant cannot delay the surgery. Put your stuff in the free and available lockers and get ready as quickly as possible.

3. Keep your personal stuff in a locker

Always leave your cell phone, notebook, pen, water bottle, nametag, scrubs, and lab coat in the locker. Valuables like earrings or watches are not permitted to be worn in the hospital. If you have forgotten to take these items off in the morning, do so now and leave it in the locker. All of these items could contaminate the sterile environment.

4. Clean scrub top and bottoms

Everyone entering the corridor leading to the operating room must wear disposable clean scrubs – a member of the team will show you where to get the bottoms and the top, these is usually in the changing room. They are usually kept separately and marked with the numbers 1, 2, and 3. The labels correspond to size where 1 means small, 2 is medium, and 3 is large. Once you touch it, it is not considered to be clean anymore. So choose responsibly to avoid having to change to another size.

5. Clean shoes

Leave your crocs slippers in the locker or at the appropriate spot according to the staff member's instruction. Then put on the clean disposable shoes of the correct size.

6. Surgical mask catches the bacteria and aerosols

Everyone in the operating room is required to wear a surgical mask at all times. It must fit to your face perfectly, both strings are to be tied, but not so tight that it impairs your breathing. It must be changed every time you go to another case as well as to the other parts of sterile suit.

7. Disinfect. Disinfect, and one more disinfection...

Your hands must be clean before touching the sterile mask or cap (described below) and clothes. Use soap and scrub your hands thoroughly under running water from your nails to your elbows. Then put your clean scrubs on and repeat the hand washing. It is time to clean your hands properly with disinfectant. Remember, the tap is to always be turned with your elbows. After this moment, do not touch anything. Keep your hands in the area between your chin and waist to control what you are touching. Since you are not allowed to touch any instruments or people in the operating room, you are usually not provided with gloves. If you are not sure how to use the disinfectant liquid, then just look at the pictures below. You may want to practice at home with tap water.

8. Surgical hat to cover your hair

As well as the mask, you will always need to wear a hat in the operating room. All hair must be covered. During some procedures, such as spinal surgeries and other

The practical preparation is done.

You are ready to go through the door of the operating theatre. The rules here are very strict, since the patients are most fragile in this area. There is not too much time to talk in the operating room so let's go directly through the guidelines right now!

performances where the laminar flow air system runs, you may be asked to wear a second hat. That one is to cover the bottom of your neck and the first surgical cap completely.

9. Back-to-back passing

When approaching another person make sure you maintain a safe distance to avoid touching each other. When two people pass they are always turned to the back-to-back position. This movement reduces the risk of contamination from the non-sterile area (back) to the sterile zone (front).

10. Measure twice, cut once

Before entering the operating room, you must be permitted by a member of the staff. Ask your mentor where you should stand during the surgery and keep in mind all of the nine rules above. If you follow them, you will decrease the risk of endangering the patient or surgical team and nothing will impede your education. When something is unclear, ask. In the hospital environment, one little mistake may threaten the health of the patients.

Choose your desired department specialty

Emergency Department for Adults

The Emergency Department for Adults provides **acute emergency care for patients with a sudden health disorder**. It is a newly reconstructed department that was opened in April 2014.

Every year about **50 000 people** arrive at the department with a number of health conditions that vary in their severity.

Our department **cooperates with a majority of the departments and specialized centers** in the University Hospital in Motol. Sometimes we call for the resuscitation service from the **Anesthesiology and Resuscitation Unit** and daily request tens or even hundreds of examinations from the **Department of Radiology**. We serve as **a link between pre-hospital emergency care and hospital ward care**.

Let's take closer look at the department...

The layout of our department is like **a small hospital within the big University Hospital in Motol**. Patients come to our department either through the **Medical Rescue Service** or by themselves. As we are alerted about the most severe cases in advance, it allows us to prepare properly for any unexpected complications. The biggest benefit of this department is its **systemic purpose**.

We have at our disposal **high-tech equipment for life threatening cases which comprise around 5% of all patients**. In addition to an operating room, where we can manage even the most severe conditions, we also have a **patients' ward with 27 beds that are equipped just as in ARU**.

If the patients arrive on their own, they have to first visit the reception. There **a qualified nurse determines where the patient should be referred** – emergency department, traumatology or to the specialized outpatient departments. In more complex cases, the nurse takes advice from a doctor. The reception **runs 24 hours a day** and it also serves as a contact place for relatives of the patient. There they can get information about where to find their loved ones and it also acts as a contact place for the medical rescue service.

In emergency situations, the department acts as an organizational center where the reception becomes **a communication center for the dispatching of emergency and rescue services** and, in addition, has an **overview of the beds in intensive care**. On call doctors are also provided by our department.

Choose your desired department specialty

Who do we take care of?

The Emergency department takes care of every single patient that requests our help. The aim of the Emergency department is to **treat patients whose worsening health conditions have suddenly become acute such as a victim of a stroke or a heart attack.**

Patients brought to the hospital by ambulance and whose condition requires immediate treatment are always given priority. In other situations, **patients are treated according to the severity of their condition.**

In the department, **our doctors carry out a diagnosis, provide a treatment** or suggest further **examinations** by calling upon a number of interdisciplinary services. They will also decide if a patient needs to be hospitalized and where.

Our methods and procedures

Emergency medicine is a very specific area of health care where the number one goal is to **treat a patient's condition quickly, appropriately and in line with its requirements.** By employing a triage method we can assign treatment to a patient according to the urgency of their condition.

Where there is a need to make a quick, crucial decision about a patient's condition we have at our disposal a number of diagnostic procedures such as **Ultrasonography, X rays, Computed Tomography (CT) and Magnetic Resonance Imaging (MRI).** In combination with an **evaluation of the vital functions by clinical examination and fast laboratory testing,** these **imaging methods** form part of the basic diagnostic procedures in emergency medicine. Furthermore, an inseparable part of our approach is the constant **training of doctors and paramedics** in the treatment of emergency cases.

The basis of our treatment procedures follows the recommended guidelines for severe injuries such as **severe trauma, cerebral stroke, acute coronary syndrome (ACS), gastrointestinal tract bleeding** and many more. We cooperate closely with our colleagues in other hospital departments, such as **Cardiology** in cases of ACS, acute myocardial infarction which are treated with percutaneous coronary interventions, **Neurology** in cases of cerebral strokes treated with thrombolysis, and with surgeons in **Traumatology** and with the **Neurosurgery** department and internal medicine.

Choose your desired department specialty

According to the mentoring team, this placement is suitable for you...

If you want to **become a paramedic or a doctor in the emergency department** who has the first contact with a patient. The urgent cases you observe during your placement require **quick decision making, good sense of evaluation and ability to work under pressure**. Emergency medicine offers you one huge benefit that other medical specializations cannot in that you will see **a wide range of patients and conditions** that are not specific to one organ or system in the body.

How much time approximately do I spend in the hospital daily?

The emergency department runs 24/7 and therefore you might have to work a number of shifts: **morning, afternoon, night or even at the weekend**. The different shifts will also give you an insight into how emergency medicine can vary throughout the day. Your schedule will change according to your mentors. It may also mean that you will be asked to take a longer shift with the doctor but, in such cases, you will have the next day off.

Bear it in mind that you will spend at least **25 hours in the hospital per week**. But the actual number of hours may be higher.



The 7 rules to keep in mind during surgery

1. Never touch anything

Everything blue is sterile and you should assume everything else is as well. Remember, you are not wearing gloves or a sterile surgical gown so you are a non-sterile person. It would be a serious problem for you to touch anything, as there is a high risk of contamination. Clasp your hands together above your waist to remind yourself that you cannot touch the instruments, patient, or any of the devices. It may not be obvious, but the area above the sterile equipment such as the Mayo stand, are sterile zones as well. Avoid breaking sterility by reaching over these locations (while pointing to something, for example). If you accidentally touch anything, notify the surgical team immediately. They can re-cover the sterile area you touched and prevent any further contamination. This mistake can happen, so don't feel embarrassed but always make someone aware.

2. Stand at the right place

You will be told where to stand. Sometimes your mentor won't know until the patient is draped, intubated, and everything is arranged. The safest course of action is to stand up straight against the wall and wait for instructions. Stand only where you are allowed to. Keep in mind that as a non-sterile member, you can move only in non-sterile area.

3. Obey your mentor's requests

There are many things your mentor or other members of the surgical team might tell

you in the operating room. You need to respect all of these requests. When asked to take a step back, don't ask questions at the moment or even when leaving the room, that can all be asked later. Do not take it personally and act immediately. It may be for reasons of sterility, patient health, or patient comfort.

4. Ask the questions when it is ok

During the surgery you will mainly listen and watch intently. If you have a case-related question for someone else besides your mentor (anesthetist for example) first make sure it is ok to ask questions. A quiet speaking voice is necessary, as the doctors and nurses need to hear each other. The members of the surgical team know that you are there to observe the procedure and to expand your education. Most surgeons are keen to explain to you what they are doing and to describe the medical details. But remember that their primary responsibility is the general safety of the patient. Don't be insulted if your mentor does not talk to you as he or she is concentrating on the situation at hand.

5. Feel weak - leave quickly

Sometimes the air in the room, long standing, or the smell of body fluids can make you feel unwell. Some students feel queasy when they see their first real surgery. This may happen to anyone, there's no need to be ashamed. But what is important, to prevent fainting (often followed by hurting yourself or others) is to notify your mentor and leave the room discreetly. You can prevent injury to

yourself, the patient, and the staff. You will usually need to wait there until the surgery is finished. Sit down and have some water to refresh. Respect that you will probably not be permitted to go back into the operating room because of the risk of contamination or getting sick again. Once you leave the operating room to go to the WC, you cannot re-enter for any reason.

6. When sneezing or coughing overwhelms you

If you don't feel healthy, do not enter the hospital and certainly do not enter the operating room. Being a healthcare professional requires a responsible and a considerate approach to the patients. Sometimes sneezing or coughing may be unavoidable, even if you are well. Move away from the patient to do so. If a cough or sneeze comes suddenly and you have no time, look directly at the surgical wound. Yes, it contradicts your instinct, but the

spray and bacteria coming out of your mouth spreads from the sides of the surgical mask and not in front of you. The worst thing you can do when coughing or sneezing is to turn your head from the wound to the side.

7. Don't lock your knees

You are likely not used to standing for such a long period in one place, so carefully stretch a bit whenever it is possible – to avoid leg pain. Even if there is not too much space to move in the room, just step around a little bit. Shift your weight periodically between your legs, and bend your knees when you have the chance. If you keep your legs completely straight and “locked” in one position, the blood flow gets trapped below your knees and cannot get to your head. It can cause you to faint, so be aware of this.

Now you are familiar with operating room etiquette. Learn these ten seven commandments and we bet your placement or any internship will be one of the most profitable experiences in your medical, nursing, dental, physiotherapeutic, or paramedic career path. We wish you good luck and hope you build great confidence. We would love to hear your insights after your first time in the OR.

Preparing for your day

Once your big day is getting closer and closer, get ready. We recommend you to print the following checklist. to make sure you have proper clothing, equipment and know all important. You don't want to get lost in a hospital area and miss the shadowing in OR on your first day. Get ready!

YOUR DRESS CODE

- ✓ Scrubs (tops and bottoms)
- ✓ Labcoat
- ✓ Crocs shoes
- ✓ Name tag

- + Pen and notebook
- + Bottle of water
- + Cell Phone

YOUR LOOK

- ✓ Personal hygiene
- ✓ Clean and wrinkle-free clothing
- ✓ No jewelry/watches
- ✓ Long hair pulled into a bun
- ✓ Minimal makeup/ perfume
- ✓ No nail - polish
- ✓ Neatly groomed facial hair

YOUR DAILY ROUTINE

- ✓ Patient is the top priority
- ✓ Respect what the staff tells you
- ✓ Be on time
- ✓ Start with the big breakfast
- ✓ If feeling sick, stay home
- ✓ Disinfectant is your best friend before and after contact with the patient
- ✓ Observe, analyze, take notes



HOW TO ACT ON YOUR HOSPITAL PLACEMENT



80%

Of students decide to become the healthcare professional after the live clinical experience.

BEFORE YOUR FIRST DAY STARTS, GET TO KNOW THE:

1 EMPLOYEES

Find out on the website which people you will meet - your mentor, new colleagues, the head physicians, and the management mentors.

2 HOSPITAL STRUCTURE

You don't want to get lost on the first day, do you? Download the map of the hospital into your mobile device and check it carefully.

3 DEPARTMENT

How many patients can be treated at the department? How many team members of the hospital staff are usually at service?

4 SPECIALTY

Be ready and have the solid knowledge base about the department specialty, procedures, treatments and approach towards the patients.

5 PROFESSIONAL LANGUAGE

Learn more from the medical vocabularies - medical terms, acronyms and also the slang expressions - you may hear them from other staff members.

6 PLACEMENT SCHEDULE

Being late is an easy way how to make a bad impression on your mentor or colleagues. Make sure you know the week plan.

7 INSIDER

If you have a chance, ask ahead someone who already works/ed in the hospital to get your information the right portion of validity.

Be ready for your department specialty

Albert Einstein
once said:

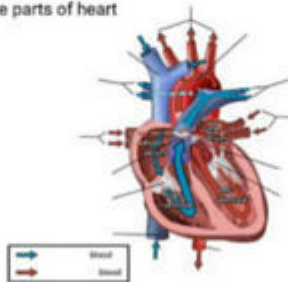
"The only source of
knowledge is
experience."

We think that
the key to the most
intensive experience
is good preparation.

That's why we
created **exclusive
study materials
related to your
specialty
departments**. You
are able to broaden
your knowledge of a
variety of topics
before you go.

Questions for revision

1. Describe the parts of heart

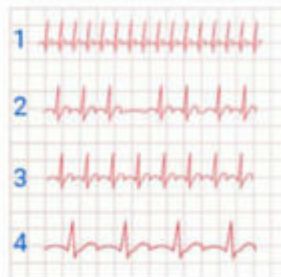


2. Fill in the missing text parts

The systemic circulation starts on the _____ side of the heart. The blood leaves the _____ ventricle oxygenated. It flows through the _____ and continues throughout the whole body. Afterwards it returns deoxygenated into the _____ atrium.



3. Describe the EKG results and what does it mean:



4. Describe the Cardiac cycle. The picture in the question 1 should help you.

5. What is the difference between heart failure and myocardial infarction

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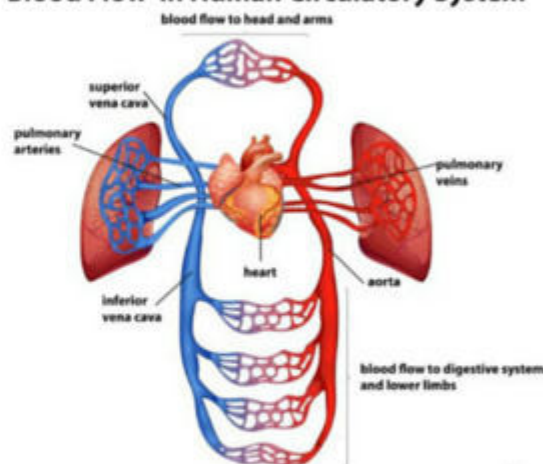
Systemic and pulmonary circulation

- The cardiovascular system is divided into two major parts: *pulmonary* and *systemic circulation*.
- The pulmonary circulation carries the blood from the right ventricle to the left atrium. The deoxygenated blood coming from the right ventricle flows through the lungs where it takes the oxygen and then flows into the left atrium.
- The systemic circulation starts on the left side of the heart. The blood leaves the left ventricle oxygenated. It flows through the aorta and continues throughout the whole body. Afterwards it returns deoxygenated into the right atrium.
- The following video makes this procedure easier to understand:

<https://www.youtube.com/watch?v=oHMMmqKgs5Q>



Blood Flow in Human Circulatory System



23

University Hospital in Motol

“We help all generations and treat children when others cannot.”

University Hospital in Motol, Prague

The quality of the clinical environment is important also for when you present your experience and observations to an admissions committee or an employer. The University Hospital in Motol is the largest facility in Central Europe with experienced mentors - real healthcare professionals - you want to follow. The director, JUDr. Ing. Miloslav Ludvík, MBA, leads the hospital to stability and prosperity for 16 years. What is his message to the aspiring young students?

//

The guiding principle of the University Hospital in Motol is our comprehensiveness of care. We provide treatment through our 55 specialized centers, which cover the majority of current medical specialties. I sincerely believe that the experience and knowledge which can be acquired from the mentors in our hospital will be of great benefit to anyone. The students who come to our hospital have a unique opportunity to be a part of professional medical teams whose leading specialists are among the best in the Czech Republic and, in fact, the world.

//



JUDr. Ing. Miloslav Ludvík, MBA
director of the University Hospital in Motol



3,328
childbirths a year

250 +
lung transplants

751, 269
ER care visits a year

University Hospital in Motol

The goal of this hospital is to provide **high quality medical care at an international level to patients, from prenatal development into old age**. Despite the hardships involved with treating complicated and sometimes terminal conditions, the hospital staff is well-known for their positive attitude and their ability to create the best environment for patients, relatives, students, and colleagues. As a teaching hospital, a focus is placed on scientific innovation and the distribution of knowledge to students and to the academic community.

You are invited to the University Hospital in Motol for an excellent opportunity to learn and obtain **practical insight into what it really means to be a healthcare professional**. This is a truly eye-opening experience at one of the top medical facilities in Central Europe.

The quality of the hospital is confirmed by the fact that it is sought out not only by residents of the Czech Republic, but also by individuals from other countries in Europe and the rest of the world for its reputation as a prestigious facility.



The Czech Hospital Placements Program is a study program designed, owned and organized for future healthcare professionals by Czech company BPLANS be organized s.r.o.

We thank University Hospital in Motol and their employees for a close cooperation and excellent partnership.

Get in touch with us:

info@chpprogram.com

#CHPprogram

LOVE WHAT YOU DO WITH EVERY HEARTBEAT



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