



INTERNATIONAL EUROPEAN UNIVERSITY

**REGULATIONS
ON THE SIMULATION LEARNING CENTER
(SIMULATION LAB)
OF INTERNATIONAL EUROPEAN UNIVERSITY**

APPROVED BY
the Academic Council
of International European University
dd. September 28, 2023, No. 7

BECAME EFFECTIVE
by order of the Rector of
International European University
dd. September 28, 2023, No. 79-OD

1. General provisions

1.1. The Simulation Learning Center (Simulation Lab) (hereinafter referred to as the Center) of the Private Higher Education Institution “International European University” (hereinafter referred to as the University) is a structural unit of the University responsible for the organization, planning and holding of practical classes, seminars, workshops, schools, courses and cycles for students, interns, doctors as well as persons not related to medicine (hereinafter referred to as students) in the following areas: surgery, pre-medical care, intensive care and anesthesiology, obstetrics and gynecology, therapy, pediatrics, nursing.

1.2. Simulation is a general term defining the artificial reproduction of a real-world process to achieve educational goals through experimental learning. Simulation-based medical education is defined as any learning activity that uses simulation tools to reproduce clinical scenarios.

1.3. The Stimulation Learning Center is a space for modeling a real-world environment that is safe for teaching and experimentation. Simulation learning has many advantages. Some of them are the range of available learning opportunities and the ability to make mistakes without consequences and learn from them. Moreover, it is a way to ensure feedback and assessment of students’ abilities. Simulation education fills the gap between classroom learning and actual clinical experience. Due to technological achievements, the Center allows modeling situations that are closer to reality. It provides medical students or medical professionals with the opportunity to learn using practical experience without putting real patients at risk. Likewise, simulations provide lecturers with a clear picture of students’ ability levels and medical professionals with a safe environment to improve their skills.

1.4. The Center’s mission is to ensure the best care and safety of patients. Classes at the Center are intentional practice, and simulation tools serve as an alternative to real patients. Students can make mistakes and learn from them without fear of harming the patient. Medical simulation increases the clinical competence of professionals at all levels. It also has the advantage of being able to improve patient safety and reduce healthcare expenses by improving the competence of the health professional.

1.5. The goal of the Center is to teach practical skills and advance the competence of doctors, interns and medical students; to introduce modern technologies of medical care to students. Such experience is hard to get in real life. Students work out practical and thinking skills including knowledge in actions, procedures, decision making and efficient communication. Critical teamwork behaviors such as managing under heavy workloads and coordinating under stress can be taught and practiced. Training covers the spectrum from preventative care to invasive surgery. As any clinical situation can be shown at our will, we can schedule this training at a convenient time and place. Students can repeat them as often as needed. Working in the simulation space allows students to make mistakes without requiring expert intervention to stop harm to the patient. When the result of mistakes is obvious, students gain a powerful understanding of the consequences of their actions. This enhances the importance of fixing the situation.

1.6. The Center's mission is to model clinical situations of different degrees of complexity to train students from beginners to experts. Beginners can gain confidence and muscle memory to perform tasks. Experts can better assimilate a constantly increasing range of new technologies. Simulation can also perform complex procedures and model rare diseases that are rarely seen in the doctor's daily practice. Examples of simulations include treatment of a severe allergic reaction, a heart attack in the outpatient clinic, as well as treatment of malignant hyperthermia in the operating room. Real events and the pace of real healthcare operations do not allow students and specialists to better examine and find out why things happened or how to improve performance. Controlled modeling can be immediately followed by video-supported debriefings or post-action reviews detailing what happened. Advanced surgical simulators and task simulators collect lots of data about what the trainee is actually doing. These performance maps and logs provide reliable and necessary feedback mechanism for students. These logs help coaches target required improvements.

1.7. The Center functions in accordance with these Regulations and relies on legislative acts of Ukraine on education, regulatory documents of the Ministry of Education and Science of Ukraine, the Ministry of Health, orders of the Rector of International European University.

1.8. The main purpose of the Center's activity is the organization and control of ensuring the implementation of all available educational programs (based on standard ones) at the University. The Center also contributes to the introduction of innovative methods of the organization of the educational process, transformation of educational activities of the University in accordance with modern requirements and trends in the development of medical education in Ukraine and the world, implementation of the academic policy of the University administration in the development of higher education in the Public Health knowledge area.

2. Key objectives and activity areas of the Center

2.1. To conduct practical educational activities in the following areas: surgery, anesthesiology and intensive care, pediatrics, obstetrics and gynecology, therapy, pre-medical assistance, nursing.

2.2. To study changes in the regulatory and legal framework on the quality assessment of training of medical students, interns, doctors.

2.3. To coordinate cooperation with other structural units of the University on educational practical programs.

2.4. To monitor the compliance with the licensed scope of specialist training at the University.

2.5. To monitor the quality of training of Master's specialists.

2.6. To organize coverage of Center's activities in mass media, participation in career guidance events, seminars, exhibitions, etc.

2.7. To train medical students, interns and postgraduates, provide advanced training of doctors using simulators and provide paid educational services to citizens of Ukraine and citizens of foreign countries.

- 2.8. To facilitate the organization of various advanced training and internship courses for doctors from Ukraine and foreign states.
- 2.9. To assist in advanced training of lecturers of the Medical Faculty using simulators.
- 2.10. To develop methodical recommendations on the organization of modern methods and forms of training using simulators.
- 2.11. To develop and actualize the set of test assignments and other tools for measuring the educational process.
- 2.12. To develop assessment criteria for medical students, interns, postgraduates and doctors based on modern standards of medical care.
- 2.13. To generalize the results, analyze and disseminate the best practices of educational and methodical work of faculties and departments.
- 2.14. To take part in the development of internship programs.
- 2.15. To organize and coordinate the work to ensure the high level of educational process.

3. Structure, staffing and resources of the Center

- 3.1. The structure of the Center, its staffing, rights and job obligations of personnel developed by the Head of the Center shall be agreed with the Director of the European Medical School and approved by the University Rector.
- 3.2. The Center is directly subordinated to the Director of the European Medical School.
- 3.3. The Center shall report on its activities to the Director of the European Medical School, Rector and President of the University.
- 3.4. The organizational structure of the Center is represented through defined officials:
 - Head of the Center;
 - surgical coordinator (including intensive care and anesthesiology);
 - therapeutic coordinator;
 - obstetrics and gynecology coordinator;
 - pediatric coordinator.
- 3.5. All staff and guest lecturers are obliged to undergo specialized training by simulator manufacturers and instructor training.
- 3.6. The number of employees of the Center shall be defined by the Director of the European Medical School at the submission of the Head of the Center and approved by the Rector and the President of the University. The Head of the Center shall make suggestions on the expansion and reduction of the staff if necessary.
- 3.7. Center resources include simulation classrooms with phantoms and simulators as well as workplaces equipped with computers, office equipment, rooms (offices).

4. Center administration

- 4.1. Center operations shall be directly managed by the Head of the Center.

4.2. The Head of the Center shall be appointed and dismissed by the University Rector in accordance with the current labor legislation of Ukraine.

4.3. Additional scope of powers and obligations of the Head of the Center shall be stipulated in the job descriptions.

4.4. The Head of the Center shall submit suggestions on hiring, firing and transfer of Center's employees to the University administration in accordance with the prescribed procedure.

4.5. The Head of the Center relies on the Laws of Ukraine On Labor, On Education, On Higher Education, On Citizens' Appeals, Orders of the Ministry of Education and Science of Ukraine and other regulatory legal acts on higher education, the University Statute, Internal Rules, Collective agreement, Regulations on the Education and Research Department of Education Organization, orders and instructions of the University Rector.

4.6. The Head performs his/her official activities according to the approved plan.

4.7. The Head is appointed to the position among specialists having higher medical education, at least 3 years of experience in the specialty, at least 5 years of experience in holding practical classes/seminars in medicine.

5. Powers of the Center

5.1. As part of its powers, the Center has the right to:

- receive information, documents and other materials required for Center operations from structural units;
- take part in meetings on issues within the competence of the Center;
- within its competence, involve specialists from other structural units for joint work in accordance with the prescribed procedure;
- submit issues and suggestions concerning Center's activities and allocation of competences for consideration to the University administration and the Academic Council of the University;
- provide information on Center's activities to information stands and the official website of the University;
- represent the University at conferences, seminars and other events on licensing and accreditation;
- submit suggestions on activity areas of various aspects of methodical work and improvement of Center's operations to the University administration.

5.2. Involve the academic staff and other employees of departments in the preparation and holding of educational and methodical activities.

5.3. Control the prompt and qualitative execution of instructions and orders on the organization of the educational process by the staff of dean's offices and departments.

5.4. The Head of the Center has the right to:

- take part in the work of all units and management bodies of the University that discuss and solve issues related to Center's activities or educational and methodical areas of University operations;

- allocate functional duties among employees of structural components of the Center, control the promptness and quality of their performance;
- select candidates for vacant positions, submit suggestions on hiring, firing and transfer of employees of the Department, their moral and material encouragement, as well as disciplinary measures to the Director of the European Medical School and to the Rector of the University in accordance with the prescribed procedure;
- demand from structural units and services of the University to take measures and to create social and living conditions ensuring the success of Center's activities;
- submit suggestions on the improvement of processes: design and development, educational and organizational activities, educational and methodical activities and management processes to the Rector and Vice-rectors for consideration;
- demand from employees to comply with internal regulations and labor discipline, rational use of materials and equipment.

5.5. The rights and duties of Center's employees shall be defined by job descriptions developed by the Center's Director in accordance with the legislation and approved by the University Rector.

6. Liability of the Center

6.1. The Center's staff shall bear collective responsibility for poor quality and untimely fulfillment of its objectives and functions assigned by these Regulations, non-compliance with the requirements of the current legislation and internal documents when performing their functions.

6.2. The personal responsibility of the Center's staff shall be stipulated by the relevant job descriptions.

7. Organization of the educational process

7.1. The educational process at the Center shall be carried out in accordance with the current legislation of Ukraine and the University Statute.

7.2. The academic staff of corresponding departments of the European Medical School and others shall be involved in educational activities at the Center on a part-time and hourly basis.

7.3. The educational process is carried out in formal and informal mode using simulators. The following forms are used in the educational process: practical classes, courses and schools, seminars and discussion clubs, independent work of the academic staff, conferences, etc.

8. Center's interaction with other structural units

8.1. The Center interacts with all structural units of the University on issues within its competence.

8.2. The delimitation of responsibilities of the Center and other units of the University on general issues of activities shall be determined by orders of the University Rector.