Part Two: Internship in Primary Healthcare Centres

Intern Name	
Training Center	
Department (s)	
Training Period	From: To:

Domain	Skills to be Learnt	Attendance & Sincerity	Appearance & Conduct	Knowledge Gained	TOTAL
		1-20	1-20	1-60	
Computer resources efficacy					
Assessment of Technical (hardware and software) resources	Identify the various technological resources on site (computer hardware, networking devices) and their uses and installation				
	Identify the potential uses of available resources for patient data management				
Public-health Monitoring					
• Monitoring	Setup of registries				
	Preparing, maintaining and utilizing patient information				

• Commonly prevalent chronic diseases • Communicable diseases o Disease reporting • Public health hazards • Registries o Birth /Death Registry • Immunization registry	Generating electronic reports of commonly prevalent and communicable diseases				
	Identify electronic reporting mechanisms and assist the site medical officer with data management				
	Identify how immunization programs and registries help in monitoring data				
	Participate in the immunization programs in the community				
	Generate electronic vaccination schedules				
	Identify and improve methods of reminders and alerts				
	Manage vaccination inventory electronically				
	Identify use of potential m-health technology for immunization and other health programs (anti-retro viral program)				
Medical Records					
Data, Information and Structure	Understanding the system architecture, design and data flow				
	Orientation to paper-based and electronic patient health records				
	Document archival, retrieval, follow up				
	Understanding the sequence and format of health record placement				
Data Entry Protocol	Perform patient registration activities				
	File generation				
	Application of data security and confidentiality concepts to protect patient health information				
	Application of information system security policies				
Data Storage	Data storage and retrieval				
	Maintenance and monitoring of data storage systems				

	Database querying and use of data mining techniques to facilitate the information retrieval				
E-Referral System					
• Referral System • Follow ups • Feedback documentation	Get acquainted with various referral forms for administrative, clinical and quality improvement purposes				
	Collect and Store follow up forms from secondary and tertiary hospitals				
	Identify potential for integrating referral systems				
Lab and Inventory management	Assist PHC staff with inventory management				
	Drug management				
E-prescription system					
• E-prescription system • Order processing • Drug inventory management • Patient Drug Profiles	Automatic electronic ordering system				
	Patient profiles containing details of their current and past medications				
	Assist PHC staff with Drug inventory management				
	Collecting and checking patient data for prescription ordering system				

Quarterly reports and oral presentation

Assessments	1st Quarter 25%	2nd Quarter 25%	3rd Quarter 25%	4th Quarter 25%	TOTAL
Reports					
Presentations					

Site supervisor name: Academic supervisor name:

Site supervisor signature: Academic supervisor signature:

Date: Date:

Attendance sheet

Intern Name	
Training Center	
Department (s)	
Training Period	From: To:

Signature	Leaving Time	Signature	Arrival Time	Date

Signature	Leaving Time	Signature	Arrival Time	Date

Signature	Leaving Time	Signature	Arrival Time	Date