


FEDERAL STATE BUDGET EDUCATIONAL INSTITUTION
OF HIGHER EDUCATION
"ROSTOV STATE MEDICAL UNIVERSITY"
MINISTRY OF HEALTH OF THE RUSSIAN FEDERATION

Faculty of Education of foreign students, residents and postgraduates

**CONFIRM**
Supervisor
educational program

(signature) E. S. Belousova /
(FULL NAME.)
20 23

DISCIPLINE WORKING PROGRAM

OUTPATIENT THERAPY

Speciality 31.05.01 General medicine

Form of education full-time

Rostov-on-Don
2023

I. GOALS AND OBJECTIVES OF MASTERING THE DISCIPLINE

1.1. The purpose of mastering the discipline: in-depth study of the organization of outpatient services in Russia, issues of outpatient care to the population, features of the work of a local general practitioner, issues of registration documentation, as well as the study of documents regulating the activities of a general practitioner, methods for determining temporary disability in patients, the procedure for issuing documents certifying temporary disability of citizens, as well as studying the organization of medical examination in medical institutions, the stages of its implementation, issues of rehabilitation of disabled people and preventive work of a general practitioner, assessment of the significance of symptoms and syndromes in the diagnosis of some of the most important diseases of internal organs, with an analysis of the principles of emergency treatment for these diseases (preparation for practical training after completing the course of polyclinic therapy in the 5th year), mastering the basic principles of medical ethics and deontology, developing in students the foundations of clinical thinking, a holistic understanding of the diagnostic process, teaching students practical skills in interpreting the results of clinical, laboratory, and instrumental studies. Expand and consolidate diagnostic skills acquired in the study of propaedeutics of internal diseases, radiation diagnostics, pathological physiology, pharmacology.

1.2. Objectives of studying the discipline:

medical activities:

- collection and medical-statistical analysis of information on health indicators of the population of various age and sex groups, characterizing their health status;
- diagnosis of diseases and pathological conditions of patients;
- diagnosis of emergency conditions; pregnancy diagnosis;
- conducting an examination of temporary disability and participating in other types of medical examination;
- provision of primary medical care in outpatient and day hospital settings;
- provision of primary medical care for sudden acute diseases, conditions, exacerbation of chronic diseases that are not accompanied by a threat to the patient's life and do not require emergency medical care;
- participation in the provision of emergency medical care for conditions requiring urgent medical intervention;
- provision of medical care in emergency situations, including participation in medical evacuation;
- participation in medical rehabilitation and sanatorium-resort treatment;
- formation of motivation among the population, patients and members of their families aimed at preserving and strengthening their health and the health of others;
- training patients in basic hygienic health measures that help prevent the occurrence of diseases and promote health;

organizational and managerial activities:

- application of the basic principles of organizing the provision of medical care in medical organizations and their structural divisions;
- creation in medical organizations of favorable conditions for the stay of patients and the work of medical personnel;
- preventing the occurrence of diseases among the population by carrying out preventive and anti-epidemic measures;
- carrying out preventive medical examinations, medical examinations, and follow-up;
- maintaining medical records in medical organizations;
- organization of medical examination;
- participation in organizing assessment of the quality of medical care provided to patients;
- compliance with basic information security requirements;
- research activities:
 - analysis of scientific literature and official statistical reviews, participation in statistical analysis and public presentation of the results obtained;
 - participation in solving individual research and scientific-applied problems in the field of health care in diagnosis, treatment, medical rehabilitation and prevention.

II. REQUIREMENTS FOR THE RESULTS OF MASTERING THE DISCIPLINE

The study of the discipline is aimed at developing competencies in accordance with the Federal State Educational Standard of Higher Education and the EP of Higher Education in this specialty:

- 2.1. Universal:
- 2.2. General professional: OPK-4, OPK-7
- 2.3. Professional: PC-1,3,4,5,6,7

III. THE PLACE OF DISCIPLINE IN THE STRUCTURE OF EP VO

3.1. Discipline refers to the mandatory part formed by the participants in educational relations.

IV. CONTENT AND STRUCTURE OF DISCIPLINE

Labor intensity of the discipline in Z 11 hours 396

4.1. Sections of the discipline studied in the 9th, 10th, 11th, 12th semester(s)

No. section	Section name	Number of hours					
		Total	Contact Job				SRS
			L	WIT H	ETC	LR	
Semester 9							
1	Organization of outpatient services for the population	20	2	8			10

2	The concept and procedure for medical examination of the assigned population	16	2	8			6
3	Issues of gerontology and geriatrics in outpatient practice.	20	2	8			6
4	Features of the course and treatment of somatic diseases during pregnancy	16	2	8			6
5	Palliative medicine in outpatient clinics	18	2	8			8
6	Polyclinic tactics for managing patients with acute diseases of the upper and lower respiratory tract.	18	6	8			8
Total for the semester		108	16	48			44
Interim certification form (test/test with assessment/exam)		test					
Semester 10							
7	Examination of temporary disability. Rights and responsibilities of a local doctor in establishing the fact of incapacity for work.	22	4	8			10
8	Polyclinic tactics for managing patients with chronic respiratory diseases	20	4	8			8
9	Polyclinic tactics for managing cardiac patients	thirty	4	16			10
Total for the semester		72	12	32			28
Interim certification form (test/test with assessment/exam)		test with grade					
Semester 11							
10	Low-grade fever and febrile syndrome in outpatient practice	10	2	4			4
eleven	Outpatient management tactics patients with kidney diseases.	14	2	8			4
12	Polyclinic tactics for managing patients with arterial hypertension	10	2	4			4
13	Polyclinic tactics for managing hematological patients	10	2	4			4
14	ITU. Organization of the outpatient stage.	18	2	8			8
15	Tactics of outpatient management of rheumatological patients.	10	2	4			4
Total for the semester		108	12	32			28
Interim certification form (test/test with assessment/exam)		Exam – 36 hours					
Semester 12							
17	Medical and social examination in outpatient practice. Private questions	20	2	8			10

18	Differential diagnosis of the main syndromes in the practice of a local therapist	88	14	40			34
Total for the semester		108	16	48			44
Interim certification form (test/test with assessment/exam)		test					
<i>Total for the discipline:</i>		396					

SRS- independent work of students

L- lectures

WITH- seminars

LR -laboratory works

ETC- practical lessons

4.2. Contact work

Lectures

No. section	No. lectures	Lecture topics	Number of hours
Semester 9			
1	1	Basic principles of modern organization of outpatient care. Features of medical care for outpatients.	2
2	1	Goals and objectives of medical examination of the assigned population. Order of conduct. Regulatory documentation	2
3	1	Senile asthenia. Main geriatric syndromes in the work of a local physician	2
4	1	Features of the course and treatment of somatic diseases during pregnancy.	2
5	1	Basic principles and specifics of palliative care.	2
6	1	Influenza and other acute respiratory viral infections (ARVI) in the practice of an outpatient doctor.	2
	2	Acute and chronic cough. Specifics of diagnosis and treatment in outpatient settings	2
	3	Community-acquired pneumonia. Tactics of management and treatment of patients in outpatient settings. Examination of temporary disability. Dispensary observation.	2
Total hours per semester			16
Semester 10			

7	1	Examination of temporary disability. Rights and responsibilities of a local doctor in establishing the fact of incapacity for work	2
	2	Examination of temporary disability. Private questions.	2
8	1	Outpatient management of patients with COPD. Dispensary observation of patients. Temporary and permanent disability	2
	2	Outpatient management of patients with bronchial asthma. Dispensary observation of patients. Temporary and permanent disability	2
9	1	Outpatient management of patients with coronary artery disease. Dispensary observation of patients. Temporary and permanent disability	2
	2	Outpatient management of patients with CHF. Dispensary observation of patients. Temporary and permanent disability	2
Total hours per semester			12
11th semester			
10	1	Low-grade fever and febrile syndrome in outpatient practice	2
eleven	1	CKD. Outpatient management tactics patients with kidney diseases.	2
12	1	Outpatient management of patients with arterial hypertension. Selection of optimal therapy. Prevention of target organ damage. Dispensary observation of patients. Temporary and permanent disability.	2
13	1	Differential diagnosis of anemic syndrome in the practice of a local physician	2
14	1	ITU. The procedure for organizing the outpatient stage. The role of a local physician in conducting an examination of permanent disability	2
15	1	Outpatient management of rheumatological patients. DOA. Rheumatoid and reactive arthritis. Principles of diagnosis and treatment. Dispensary observation.	2
Total hours per semester			12
12th semester			

16	1	Examination of permanent disability. Particular issues of examination in chronic pathology.	2
17	1	Differential diagnosis of bronchospastic syndrome in an outpatient setting.	2
	2	Differential diagnosis of urinary syndrome in an outpatient setting.	2
	3	Differential diagnosis of cardiomegaly in an outpatient setting.	2
	4	Differential diagnosis for pain in the left half of the chest in an outpatient setting.	2
	5	Differential diagnosis of heart rhythm disturbances in outpatient practice	2
	6	Differential diagnosis of dyspeptic syndrome in outpatient practice	2
	7	Symptomatic arterial hypertension in the work of a local doctor. Features of diagnosis and treatment at the outpatient stage.	2
Total hours per semester			16
<i>Total hours discipline:</i>			56

Seminars, practical work

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
Semester 9				
1	1	<p>ABOUT organization of the work of the city clinic, tasks and functions of the clinic, structure of the clinic, organization of reception and regulation of visits to persons applying to outpatient clinics; organizing the work of the therapeutic department of the clinic, organizing the work of doctors and nursing staff. Analysis of the activities of the clinic. The procedure for providing medical care to the adult population in the “therapy” profile. Order of the Ministry of Health of Russia dated November 15, 2012 No. 923n</p>	4	Tests, oral survey, situational tasks
	2	<p>Organization of reception and regulation of visits of persons applying to outpatient clinics. Medical records at clinic appointments and home care Organization of hospital care at home. The principle of locality. Site passport. Modern treatment and diagnostic capabilities of the clinic. Day hospital in clinics.</p>	4	Tests, oral survey, situational tasks
2	1	<p>Goals and objectives of medical examination of the assigned population. Procedure: frequency and volume. Stages of medical examination, the purpose of the stage and summing up at each stage of medical</p>	4	Tests, oral survey, situational tasks
	2	<p>Criteria for risk factors. Target levels of risk factors. Preventive consultation on risk factors as part of clinical examination of the adult population. General principles of preventive counseling. Preventive counseling options. Contents and algorithms of brief and in-depth preventive counseling.</p>	4	Tests, oral survey, situational tasks

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
3	1	Structural and functional changes in organs and systems during aging. Assessment of the health status of elderly and senile patients. Polymorbidity (multimorbidity and comorbidity).	4	Tests, oral survey, situational tasks
	2	Features of the course of somatic diseases in elderly and senile age. Syndromic diagnosis. Criteria for senile asthenia. Screening tests for frailty, or senile asthenia.	4	Tests, oral survey, situational tasks
4	1	The importance of women's somatic health in the formation of a healthy generation. Medical indications for termination of pregnancy.	4	Tests, oral survey, situational tasks
	2	Indications and contraindications for the use of medications depending on the stage of pregnancy (antibiotics, anti-inflammatory, antihypertensive, etc.)	4	Tests, oral survey, situational tasks
5	1	Definition of palliative care, main goals and objectives. The structure of outpatient palliative care is palliative care offices, visiting visiting services based in medical organizations. The procedure for providing palliative medical care to the adult population. Order of the Ministry of Health of Russia dated December 21, 2012 No. 1343n	4	Tests, oral survey, situational tasks
	2	Interdisciplinary approach to palliative care. Ethical and legal aspects in palliative medicine. Determination of signs of an incurable progressive disease and the criterion for recognizing a patient as a palliative patient.	4	Tests, oral survey, situational tasks

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
6	1	Distinctive features of the clinical manifestations of influenza and other respiratory infections (rhinovirus, adenovirus, respiratory syncytial infection, parainfluenza). Possibilities of their differentiation in the clinic. The procedure for providing medical care to adult patients with infectious diseases. Order of the Ministry of Health and Social Development of Russia dated January 31, 2012 No. 69n	4	Tests, oral questioning, situational tasks, clinical case analysis
	2	Pneumonia. Diagnostic criteria. Modern classification and tactics of managing a patient with suspected pneumonia. Clinical, laboratory and radiological methods for diagnosing the disease and the possibility of examination in a clinic and at home. Indications for hospitalization. Treatment in a clinic setting. Algorithm of antibacterial therapy, assessment of its effectiveness. Standard for primary health care for pneumonia. Order of the Ministry of Health of the Russian Federation No. 1213n dated December 20, 2012	4	Tests, oral questioning, situational tasks, clinical case analysis
Total hours per semester			48	
Semester 10				
7	1	The concept is disability, types of disability and the causes that cause it. Examination of temporary disability. Rights and responsibilities of a local doctor in establishing the fact of incapacity for work.	4	Tests, situational tasks, oral questioning
	2	The procedure for filling out medical documentation and documents certifying temporary disability on the basis of regulations and orders.	4	Tests, situational tasks, oral questioning

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
8	1	Outpatient management of patients with chronic bronchitis. Standard for the provision of primary health care for chronic bronchitis. Order of the Ministry of Health of the Russian Federation No. 1455n dated December 24, 2012 COPD Modern classification, diagnosis, treatment. Standard for the provision of primary health care for COPD. Order of the Ministry of Health of the Russian Federation No. 1214n dated December 20, 2012. Work ability assessment.	4	Tests, oral questioning, situational tasks, clinical case analysis
	2	Bronchial asthma. Features of diagnosis and treatment in a clinic setting. Clinical recommendations of the Ministry of Health of the Russian Federation "Bronchial asthma". Work ability examination.	4	Tests, oral questioning, situational tasks, clinical case analysis
9	1	IBS. Features of diagnostics and therapy in outpatient settings. Indications for hospitalization. Clinical guidelines for the diagnosis and treatment of peptic ulcer of the Ministry of Health of the Russian Federation. Work ability examination.	4	Tests, oral questioning, situational tasks, clinical case analysis
	2	Arterial hypertension. Features of diagnostics and therapy in outpatient settings. Indications for hospitalization. Clinical guidelines for the diagnosis and treatment of peptic ulcer of the Ministry of Health of the Russian Federation. Work ability examination.	4	Tests, oral questioning, situational tasks, clinical case analysis
	3	CHF. Features of diagnostics and therapy in outpatient settings. Indications for hospitalization. Clinical guidelines for the diagnosis and treatment of peptic ulcer of the Ministry of Health of the Russian Federation. Work ability examination.	4	Tests, oral questioning, situational tasks, clinical case analysis

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
	4	Myocarditis. Features of diagnostics and therapy in outpatient settings. Indications for hospitalization. Clinical guidelines for the diagnosis and treatment of peptic ulcer of the Ministry of Health of the Russian Federation. Work ability examination.	4	Tests, oral questioning, situational tasks, clinical case analysis
Total hours per semester			32	
Semester 11				
10	1	Possible and reliable symptoms that allow one to suspect oncopathology of the lungs, stomach, intestines, thyroid gland, and breast. Issues of diagnosing oncological diseases are studied during the analysis of syndromes and nosological forms in terms of differential diagnosis, dynamic dispensary observation and during the implementation of preventive examinations. The procedure for providing medical care to the population in the field of oncology. Order of the Ministry of Health of the Russian Federation No. 915n dated November 15, 2012	4	Tests, oral questioning, situational tasks, clinical case analysis
eleven	1	Chronic renal failure. Features of outpatient management. Palliative care for chronic renal failure. Standard of primary health care for stage 4 CKD. Order of the Ministry of Health of the Russian Federation No. 1270n dated December 20, 2012. Standard of primary health care for stage 5 CKD in the predialysis period. Order of the Ministry of Health of the Russian Federation No. 1269n dated	4	Tests, oral questioning, situational tasks, clinical case analysis
	2	Features of differential diagnosis and treatment of nephrological patients. Examination of temporary and permanent disability due to major diseases. Features of dispensary observation	4	Tests, oral questioning, situational tasks, clinical case analysis

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
12	1	Differential diagnosis of hypertensive syndrome in outpatient practice.	4	Tests, oral questioning, situational tasks, clinical case analysis
13	1	Differential diagnosis of anemic syndrome in a clinic setting. Indications for hospitalization.	4	Tests, oral questioning, situational tasks, clinical case analysis
14	1	ITU. Organization of the work of a local therapist during the examination of permanent disability.	4	Tests, oral questioning, situational tasks
	2	Maintaining mandatory medical documentation when filling out a mailing list for examination at the ITU office. Basic regulatory documentation.	4	Tests, oral questioning, situational tasks
15	1	Ankylosing spondylitis, psoriatic arthritis, reactive arthritis. Features of the clinical picture and course of arthritis. Diagnostic possibilities and main differences from rheumatoid arthritis in the course, treatment and prognosis.	4	Tests, oral questioning, situational tasks, clinical case analysis
Total hours per semester			32	
12th semester				
16	1	Examination of permanent disability. The role of the local doctor in solving issues of rehabilitation of disabled people (IPRA)	4	Tests, situational tasks, oral questioning

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
	2	Preparation of the patient and medical documentation for medical and social examination (MSE) in order to assess the possibility of using special forms of treatment	4	Tests, situational tasks, oral questioning
17	1	Differential diagnosis of hepato- and splenomegaly. Principles of outpatient patient management.	4	Tests, oral questioning, situational tasks, clinical case analysis
	2	Differential diagnosis of broncho-obstructive syndrome, outpatient stage.	4	Tests, oral questioning, situational tasks, clinical case analysis
	3	Differential diagnosis of urinary syndrome, outpatient stage.	4	Tests, oral questioning, situational tasks, clinical case analysis
	4	Differential diagnosis of cardiomegaly, outpatient stage. Tactics for managing patients with CHF at the outpatient stage.	4	Tests, oral questioning, situational tasks, clinical case analysis
	5	Differential diagnosis of pain in the left half of the chest. Tactics of patient management in a clinic setting.	4	Tests, oral questioning, situational tasks, clinical case analysis

No. section	No. seminar, PR	Topics with seminars, practical work	Number of hours	Forms of current control
	6	Differential diagnosis of dyspeptic syndrome, outpatient stage.	4	Tests, oral questioning, situational tasks, clinical case analysis
	7	Differential diagnosis of articular syndrome in an outpatient setting	4	
	8	Differential diagnosis for cardiac conduction and rhythm disorders	4	
	9	Paraneoplastic syndromes. Features of the outpatient stage of differential diagnosis. Determination of tactics for the management and follow-up of patients with cancer.	4	
	10	Differential diagnosis of cardiomyopathies. Secondary cardiomyopathies. Features of the outpatient diagnostic stage. Choice of patient management tactics. Examination of temporary and permanent disability. Dispensary observation.	4	
Total hours per semester			48	
<i>Total hours discipline:</i>			160	

4.3. Independent work of students

No. section	Type of independent work of students	Num ber of hours	Forms of current control
Semester 9			
1	Working with medical documentation	10	Interview
2	Working with medical documentation	6	Interview
3	Patient supervision	6	Interview
4	Patient supervision	6	Interview
5	Patient supervision	8	Interview
6	Patient supervision	8	Interview
Total hours per semester		44	
Semester 10			
7	Working with medical documentation	10	Interview
8	Patient supervision	8	Analysis of a clinical case
9	Patient supervision	10	Analysis of a clinical case
Total hours per semester		28	
11th semester			
10	Patient supervision	4	Analysis of a clinical case
eleven	Patient supervision	4	Analysis of a clinical case
12	Patient supervision	4	Analysis of a clinical case
13	Patient supervision	4	Analysis of a clinical case
14	Working with medical documentation	8	Analysis of a clinical case
15	Patient supervision	4	Analysis of a clinical case
Total hours per semester		28	
12th semester			

No. section	Type of independent work of students	Number of hours	Forms of current control
16	Working with medical documentation	10	Analysis of a clinical case
17	Patient supervision	34	Analysis of a clinical case
Total hours per semester		44	
<i>Total hours discipline:</i>		144	

V. ASSESSMENT MATERIALS FOR CURRENT CONTROL AND INTERMEDIATE CERTIFICATION

(are an appendix to the work program).

VI. EDUCATIONAL AND METHODOLOGICAL SUPPORT OF DISCIPLINE

6.1. Printed publications

1. Storozhakov G.I. Polyclinic therapy: textbook [rec. GOU VPO "Moscow Medical Academy named after I.M. Sechenov"] / G.I. Storozhakov, I.I. Chukaeva, A.A. Alexandrov. - 2nd ed., revised. and additional – M.: GEOTAR-Media, 2013. - 635 p.

Additional literature:

1. Bagmet A.D. Polyclinic business: textbook. manual for senior students / A.D. Bagmet, T.V. Tayutina, N.L. Abazieva; Height. state medical univ. – Rostov n/a: Publishing house of Rostov State Medical University, 2010. - 30 p.

2. Tayutina T.V. Outpatient pulmonology: textbook. allowance / T.V. Tayutina, O.A. Chizhikova, A.D. Bagmet; Height. state honey. univ. – Rostov n/d: Publishing house RostGMU, 2011. - 105 p.

3. Palliative care for outpatients: textbook. manual / comp.: A.D. Bagmet, E.A. Nedoruba, T.V. Tayutina, O.N. Kobzar; Height. state honey. university, department polyclinic therapy. – Rostov n/d: Rostov State Medical University Publishing House, 2014. - 87 p.

4. Acid-dependent diseases (pathogenesis, clinical picture, diagnosis, treatment): textbook. manual for senior students / compiled by: O.N. Kobzar, T.V. Tayutina, E.A. Nedoruba [and others]; Height. state honey. university, department outpatient therapy. – Rostov n/d: Publishing house of Rostov State Medical University, 2015. - 132 p.

5. Clinical interpretation of urine analysis: textbook. manual / comp.: E.A. Nedoruba, T.V. Tayutina, N. Kobzar, A.D. Bagmet; Height. state honey. university, department outpatient therapy. – Rostov n/d: Rostov State Medical University Publishing House, 2014. - 65 p.

6. Immunological syndromes in the practice of a clinic doctor: textbook. manual for students of the Faculty of Medicine / compiled by: A.D. Bagmet, E.A. Nedoruba, T.V. Tayutina; Height. state honey. university, department polyclinic therapy. – Rostov n/d: Publishing house of Rostov State Medical University, 2015. - 96 p.

7. Outpatient pulmonology: textbook / comp.: E.A. Nedoruba, T.V. Tayutina, O.N. Kobzar, A.D. Bagmet, V.N. Egorov; Height. state honey. university, department outpatient therapy. – Rostov n/d: Rostov State Medical University Publishing House, 2016. - 150 p.

6.2. Internet resources

ELECTRONIC EDUCATIONAL RESOURCES	Access to the resource
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Digital library RostSMU. – URL: http://109.195.230.156:9080/opac/	Access is not limited
Student Advisor [Kits: "Medicine. Healthcare. IN"; "Medicine. Healthcare. SPO"; "Psychological Sciences"]: Electronic library system. – Moscow: Politekhresurs LLC. - URL: https://www.studentlibrary.ru + opportunities for inclusive education	Access is not limited
Doctor's consultant. Electronic medical library: Electronic library system. – Moscow: LLC "Higher School of Organization and Management of Healthcare Comprehensive Medical Consulting". - URL: http://www.rosmedlib.ru + opportunities for inclusive education	Access is not limited
Scientific electronic library eLIBRARY. - URL: http://elibrary.ru	Open access
National Electronic Library. - URL: http://neb.rf/	Access from library computers
Scopus/ Elsevier Inc., Reed Elsevier. – Philadelphia: Elsevier BV, PA. – URL: http://www.scopus.com /via IP addresses of RostSMU and remotely after registration(<i>National project</i>)	Access limited
Web of Science/ Clarivate Analytics. - URL: http://www.webofscience.com /via IP addresses of RostSMU and remotely after registration (<i>National Project</i>)	Access limited
Wiley Online Library /John Wiley & Sons. - URL: http://onlinelibrary.wiley.com via IP addresses of RostSMU and remotely after registration(<i>National project</i>)	Access limited
Electronic Library of the Russian Foundation for Basic Research(RFBR). - URL: http://www.rfbr.ru/rffi/ru/library	Open access
Federal Electronic Medical Library of the Russian Ministry of Health. - URL: http://femb.rucml.ru/femb/	Open access
Archive of scientific journals/NEICON. - URL: https://arch.neicon.ru/xmlui/ (Yandex search engine)	Open access
CyberLeninka: scientific electron. beep. - URL: http://cyberleninka.ru/	Open access
BEARWEST. Russian doctor portal: library, knowledge base.- URL: https://medvestnik.ru	Open access
Medical Bulletin of the South of Russia. - URL: http://www.medicalherald.ru/jour or from the RostSMU website(<i>Yandex search engine</i>)	Open access
South Russian Journal of Therapeutic Practice. – URL: http://www.therapeutic-j.ru/jour/index	Open access
National Library of Medicine (PubMed). - URL: http://pubmed.ncbi.nlm.nih.gov/	Open access
Directory of Open Access Journals: full-text journals from 121 countries, incl. in medicine, biology, chemistry. -URL: http://www.doaj.org/	Open access
Free Medical Journals. -URL: http://freemedicaljournals.com	Open access
Free Medical Books. -URL: http://www.freebooks4doctors.com	Open access
International Scientific Publications. –URL: http://www.scientific-publications.net/ru/	Open access
Univadis.ru: international honey. portal. - URL: http://www.univadis.ru/	Open access
Evrika.ru information and educational portal for doctors. – URL: http://www.evrika.ru/	Open access

Med-Edu.ru: medical video portal. - URL: http://www.med-edu.ru/	Open access
DoctorSPB.ru: information-reference portal about medicine. - URL: http://doctorspb.ru/	Open access
Rubricator of clinical recommendations Ministry of Health of Russia. - URL: http://cr.rosminzdrav.ru/	Open access
Official Internet portal of legal information. - URL: http://pravo.gov.ru/	Open access
World Health Organization. - URL: http://who.int/ru/	Open access
Modern problems of science and education: electron. magazine. - URL: http://www.science-education.ru/ru/issue/index	Open access

6.3. Guidelines for students on mastering the discipline

- **Planning and organizing the time needed to study the discipline.**

An important condition for the successful mastery of the discipline “Polyclinic Therapy” is the creation of a system of proper organization of work that allows you to distribute the educational load evenly in accordance with the schedule of the educational process. Drawing up a work plan can be of great help in this. Its presence will allow you to subordinate your free time to study purposes and work more successfully and efficiently. In the evening you should always distribute work for tomorrow. At the end of each day, it is advisable to summarize the work: carefully check whether everything was completed according to the plan, whether there were any deviations, and if there were, for what reason they occurred. It is necessary to exercise self-control, which is a necessary condition for successful study. If something is left undone, time must be found to complete that part of the work. It is recommended to complete all tasks for practical classes, as well as tasks assigned for independent work, immediately after the corresponding topic of the lecture course, which contributes to better assimilation of the material, allows you to promptly identify and eliminate “gaps” in knowledge, systematize previously covered material, and proceed on its basis to mastering new knowledge and skills.

- **Preparation for lectures.**

Acquaintance with the discipline occurs already at the first lecture, where the student is required not only to pay attention, but also to independently prepare notes. When working with lecture notes, it is necessary to take into account the fact that some lectures provide answers to specific questions on the topic, while others only reveal the relationships between phenomena, helping the student understand the deep processes of development of the subject being studied, both in history and at the present time.

Lecture note-taking is a complex type of university classroom work that involves intense mental activity of the student. A note is useful when the most essential things are written down and done by the student himself. There is no need to try to write down the entire lecture verbatim. This kind of “note-taking” does more harm than good. It is advisable to first understand the main idea presented by the lecturer and then write it down. It is advisable to record on one page of the sheet or leave fields on which later, when working independently with notes, you can make additional notes and mark unclear places.

It is better to divide the lecture notes into points, observing the red line. This will be greatly facilitated by the lecture plan questions proposed to the teachers. You should pay attention to the emphasis and conclusions that the lecturer makes, marking the most important points in the lecture material with the remarks “important”, “well remember”, etc. You can also do this using colorful markers or pens, emphasizing terms and definitions.

It is advisable to develop your own system of abbreviations, abbreviations and symbols. However, when further working with notes, it is better to replace the symbols with ordinary words for quick visual perception of the text.

When working on lecture notes, it is always necessary to use not only the textbook, but also the literature that the lecturer additionally recommended. It is this kind of serious, painstaking work with the lecture material that will allow you to deeply master the theoretical material.

- **Preparation for practical classes.**

The student must begin preparing for each practical lesson by familiarizing himself with the practical lesson plan, which reflects the content of the proposed topic. Careful thinking through and study of the plan's issues is based on studying the current lecture material, and then studying the required and additional literature recommended for this topic. All new concepts on the topic being studied must be memorized and included in a glossary, which should be kept from the very beginning of the course.

The result of such work should be manifested in the student's ability to freely answer theoretical questions of the workshop, his speech and participation in a collective discussion of issues on the topic being studied, the correct completion of practical assignments and tests.

In the process of preparing for practical classes, students need to pay special attention to independent study of the recommended literature. Despite the completeness of the lecture notes, it is impossible to present all the material in it due to the limit of classroom hours. Therefore, independent work with textbooks, teaching aids, scientific and reference literature, materials from periodicals and the Internet is the most effective method of acquiring additional knowledge, allows you to significantly intensify the process of mastering information, promotes a deeper assimilation of the material being studied, and shapes students' attitude to a specific problem.

- **Recommendations for working with literature.**

It is advisable to start working with literature by studying general works on the topic, as well as textbooks and teaching aids. Next, it is recommended to move on to the analysis of monographs and articles that consider individual aspects of the problems studied in the course, as well as official materials and unpublished documents (research papers, dissertations), which may contain the main issues of the problem being studied.

Work with sources should begin with introductory reading, i.e. view the text, highlighting its structural units. During introductory reading, bookmarks mark those pages that require more careful study.

Depending on the results of the introductory reading, a further method of working with the source is chosen. If solving the problem requires studying certain fragments of the text, then the selective reading method is used. If the book does not have a detailed table of contents, the student should pay attention to the subject and name indexes.

Selected fragments or the entire text (if it is entirely related to the topic) require thoughtful, leisurely reading with "mental elaboration" of the material. Such reading involves highlighting: 1) the main thing in the text; 2) main arguments; 3) conclusions. Particular attention should be paid to whether the thesis follows from the arguments or not.

It is also necessary to analyze which of the author's statements are problematic, hypothetical in nature and to grasp hidden issues.

It is clear that the ability to work with text in this way does not come immediately. The best way to learn to highlight the main points in a text, to grasp the problematic nature of statements, and to evaluate the author's position is comparative reading, during which the student gets acquainted with different opinions on the same issue, compares the weight and evidence of the arguments of the parties and draws a conclusion about the greatest persuasiveness of that one. or other position.

If in the literature there are different points of view on a particular issue due to the complexity of past events and legal phenomena, they cannot be rejected without understanding them. If there are discrepancies between the authors, it is necessary to find a rational grain in each of them, which will allow a deeper understanding of the subject of study and a more critical assessment of the issues being studied. Getting acquainted with the special positions of the authors, you need to identify their similar judgments, arguments, conclusions, and then compare them with each other and apply the one that is more convincing.

The next stage of working with literary sources is the creation of notes that capture the main theses and arguments. You can make notes on separate sheets of paper, which can then be easily organized into individual topics of the course being studied. Another way is to keep thematic notebooks on one topic. It is advisable to take notes on large specialized works of a monographic nature in separate notebooks. Here it is important to remember that notes are written on one side of the sheet, with margins and sufficient line spacing for corrections and remarks (these rules are observed for ease of editing). If quotations are given in the notes, then an indication of the source (author, title, imprint, page number) must certainly be given. Subsequently, this information can be used when writing the text of an essay or other assignment.

Thus, when working with sources and literature, it is important to be able to:

- - compare, compare, classify, group, systematize information in accordance with a specific educational task;
- - summarize the information received, evaluate what you listened to and read;
- - record the main content of messages; formulate, orally and in writing, the main idea of the message; draw up a plan, formulate theses;
- - prepare and present detailed reports such as a report;
- - work in different modes (individually, in pairs, in a group), interacting with each other; · - use abstract and reference materials;
- control your actions and the actions of your comrades, objectively evaluate your actions;
- - seek help, additional explanations from the teacher, other students.
- - use linguistic or contextual guesses, dictionaries of various types, various kinds of hints, supports in the text (keywords, text structure, preliminary information, etc.);
- - use periphrases, synonymous means, words that describe general concepts, explanations, examples, interpretations, "word creation" when speaking and writing;
- - repeat or paraphrase the interlocutor's remark to confirm understanding of his statement or question;
- - seek help from your interlocutor (clarify the question, ask again, etc.);
- - use facial expressions, gestures (in general and in cases where linguistic means are not enough to express certain communicative intentions).

• **Preparation for intermediate certification.**

When preparing for intermediate certification, it is advisable to:

- carefully study the list of questions and determine which sources contain the information necessary to answer them;
- carefully read the recommended literature;
- make short notes of answers (answer plans).

VII. MATERIAL AND TECHNICAL SUPPORT OF DISCIPLINE

No.	Name
1.	training room for 16 seats on the basis of the State Budgetary Healthcare Institution "City Clinic No. 16 of Rostov-on-Don".
2.	lecture hall for 60 seats on the basis of the State Budgetary Healthcare Institution "City Clinic No. 16 of Rostov-on-Don".
3.	3 classrooms for 20 seats on the basis of the State Budgetary Healthcare Institution "City Clinic No. 4 of Rostov-on-Don."
4.	lecture hall for 60 seats on the basis of the State Budgetary Healthcare Institution "City Clinic No. 4 of Rostov-on-Don".

