

	Slovak Medical University in Bratislava Limbová 12 833 03 Bratislava 37	Internal regulation No.: 8/2021 Printout No.: 1 Storage period: 10 years
	Design, modification and approval of study programmes and application submission to the Slovak Accreditation Agency for Higher Education	



Internal Regulation No.: 8/2021

Slovak Medical University in Bratislava according to § 15 (1) letter b) of the Act no. 131/2002 Coll. on universities and on amendments to certain laws as amended and after review of the Academic Senate of the SMU in Bratislava on October 7, 2021 and approval by the Scientific Board of SMU in Bratislava on October 21, 2021 the Internal Regulation Design, modification and approval of study programmes and application submission to the Slovak Accreditation Agency for Higher Education is issued.

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PART ONE

Introductory provisions

Article 1

The subject of regulation

- (1) Internal Regulation on the design, modification and approval of study programme and on submitting applications to the Slovak Accreditation Agency for Higher Education identifies and describes the internal structures and processes for the design, modification and approval of study programmes in the fields and on levels in which the Slovak Medical University in Bratislava (hereinafter referred to as "SMU") is authorized to implement these study programmes in accordance with the standards for study programmes of the Slovak Accreditation Agency for Higher Education (hereinafter referred to as "SAAHE").
- (2) The internal regulation governs the internal structures and processes of application submission for granting of study programme accreditation in the field and on level in which the SZU is not authorized to implement the study programme to the SAAHE.¹
- (3) The internal regulation governs the internal structures and processes of application submission for granting of accreditation to the field of habilitation and inauguration proceedings² (hereinafter referred to as "HIP") to the SAAHE according to § 31 of the Act No. 269/2018 Coll. on quality assurance of higher education.
- (4) The internal regulation determines the list of study programmes in the fields and on levels in which the SMU has been granted authorization to implement them, and the list of accreditations for the habilitation and inauguration proceedings, which is maintained by the Ministry of Education, Science, Research and Sports of the Slovak Republic in the register of study fields and in the register of study programmes according to a special regulation.³

Article 2

Basic terms

- (1) Accreditation of a study programmes is the granting of the authorization of the SAAHE to carry out the study programme and award the corresponding academic degree to its graduates.
- (2) The accreditation of the habilitation and inauguration proceedings is the granting of the authorization to carry out the habilitation and inauguration proceedings in the field of the habilitation and inauguration proceedings by the SAAHE.
- (3) The internal accreditation of a study programme is the granting of authorization by the Board of the Internal Quality Assurance System of the Slovak Medical University in Bratislava (hereinafter referred to as the "Quality Board of the Slovak Medical University" or the "Quality Board" in the appropriate grammatical form) to carry out the study programme and to award the corresponding academic degree to its graduates.

¹ § 30 of the Act No. 269/2018 Coll. on quality assurance in higher education and on amendments and supplements to the Act No 343/2015 Coll. on public procurement and on amendment and supplement to certain acts as amended (hereinafter referred as „the Quality Assurance Act “)

² § 31 of the Quality Assurance Act

³ § 54b of the Act No 131/2002 Coll. on universities and on amendment and supplement to certain Acts (hereinafter referred to as „the Higher Education Act “)

- (4) The study programme description⁴ is the information about the study programme to the extent required by the SAAHE, which is publicly available on the SMU website and is regularly updated according to the facts related to the given study programme.
- (5) The person responsible for the delivery, development and quality of the study programme or its integral part is a person who has the relevant competences and bears the main responsibility for the delivery, development and quality assurance of the study programme and ensures the profile course realisation.
- (6) Persons responsible for the development and quality assurance of the field of habilitation and inauguration proceedings are forming a group of three persons who are responsible for the development and quality assurance of the field of habilitation and inauguration proceedings. These persons work scientifically at the university in the field of habilitation and inauguration proceedings or in a related field. At least one of these persons holds a function of a professor⁵ and does have a title of professor and other persons are at least in the position of associate professor and have the title of associate professor. Each of these persons can be responsible for the development and quality assurance of at most one field of the habilitation and inauguration proceedings and only at one university in the Slovak Republic.
- (7) The person ensuring the profile course is the person who is responsible for the course, conducts lectures and other focal educational activities of profile courses and is responsible for quality assurance activities of the course and for the development of the course so that the required educational outcomes of the study programme are achieved.
- (8) A profile study course is a study course of a study programme that significantly contributes to the achievement of a graduate's profile, i.e. to the learning objectives and learning outcomes of the relevant study programme. The profile course for health study programs is defined in the government ordinance⁶ Annex No.: 1, (determination of profile courses).
- (9) The profile courses are as a rule consisting of core courses and elective courses.
- (10) The person ensuring the course is the teacher who is responsible for the course, conducts lectures and other focal educational activities of the course and is responsible for quality assurance activities in the course and the development of the course so that the required educational outcomes of the study programme are achieved.
- (11) Evidence is a verifiable record, ascertainment of a verifiable fact or other information proving fulfilment/non-fulfilment of a criterion provided by the university which are in the form of maintained or stored documents and files presented as evidence of the relevant area of assessment (internal quality system, study programme, HIP, etc.) or are verifiable by the SAAHE from available physical or electronic sources,
- (12) The modification of the study programme is the addition or deletion of core courses or elective courses, change of the conditions for the proper completion of studies or modification of the information sheet of a core course or elective course beside of change of the teacher, recommended literature or evaluation of the course.⁷
- (13) The learning outcome⁸ is a detailed description of what the learner knows, understands and is able to do at the completion of the education process in order to fulfil the individual educational goals of the study programme. It is usually presented in the structure of knowledge, skills and competences. Unlike the goal of education, the learning outcome is

⁴ The study programme descriptions according to the Decree of the Ministry of Education, science, research and sport of the Slovak republic No. 244/2019 Coll. on the system of study fields in the Slovak Republic for health sciences

⁵ Art 4 part. 1 of the SAAHE standards for habilitation and inauguration proceedings

⁶ Government Ordinance No. 296/2010 Coll. and Decree of the Ministry of Education, Science, Research and Sports of the Slovak Republic

⁷ § 2 letter g) of Act on Quality Assurance

⁸ "Learning outcome" in the terminology of Act on Quality Assurance [§ 3 par. 3 letters a), point 4], or "Learning outcome" in the terminology of the Decree of the Ministry of Education of the Slovak Republic no. 614/2002 Coll. On Credit System of Study

fixed and the rate of its fulfilment is measurable and verifiable. The learning outcomes are determined for the study programme as a whole and as well as for individual study courses.

- (14) The on-site assessment is the verification of the facts stated in the internal accreditation file.
- (15) Standards for the study programme consist of a set of requirements, the fulfilment of which is a condition for granting the accreditation of the study programme.⁹
- (16) Standards for the habilitation and the inauguration proceedings is a set of requirements, the fulfilment of which is a condition for granting the accreditation of the habilitation and the inauguration proceedings.⁷
- (17) Teachers are all persons who provide study programmes, regardless of whether they are employed in the position of a university teacher, scientific researcher, or in the position of a doctoral student or practitioner, and regardless of whether they work at the university on established weekly working hours or for shorter weekly working hours or on the basis of agreements on work performed outside the employment relationship.¹⁰
- (18) The internal evaluation report is the information on the fulfilment of the SAAHE standards and criteria with references to evidence that proves such fulfilment.
- (19) Stakeholders are representatives of the university, persons, communities or organizations that can influence the process of education and creative activity or be influenced by them. A distinction is made between internal stakeholders (students and employees of the university) and external stakeholders (graduates of the university, employers, the relevant state organization and other representatives of health sciences and social practice, domestic and foreign partners of the university, etc.

PART TWO

The Bodies of approval for the authorisation of study programmes realisation and for applications to be lodged to the SAAHE

Article 3

The Board of the Internal Quality Assurance System of the Slovak Medical University in Bratislava

- (1) The Board for IQAS is the highest internal body of the SMU, which decides on the granting of authorization to carry out a study programme in the field and on level in which the SMU has been granted authorization to carry it out, entered in the register of study fields and the register of study programmes. It evaluates applications addressed to the SAAHE for accreditation of a study programme in a field and on level in which the SMU is not authorized to carry it out. It evaluates applications addressed to the SAAHE for HIP accreditation.
- (2) The Board for IQAS is governed by a special regulation that regulates its establishment, status, scope and internal organization.¹¹

Article 4

The Board of the Internal Quality Assurance System of the Faculty

- (1) The Board for IQAS is an internal body of the faculty, which:

⁹ Art. 12, point 16 of the Standards for Study Programme issued by the SAAHE

¹⁰ Art. 12, point 25 of the Standards for Study Programme issued by the SAAHE

¹¹ Statute of Board of the Internal Quality Assurance System of the Slovak Medical University in Bratislava

- a) evaluates proposals and requests for the design of new study programmes in fields and on levels in which the SMU, and the relevant faculty, has been granted authorization to carry out the study programme,
 - b) evaluates proposals and requests for the design of new study programmes in fields and degrees in which the SMU and the relevant faculty, is not authorized to carry out the study programme,
 - c) evaluates proposals and requests for modifications of study programmes in fields and on levels in which the SMU and the relevant faculty, is authorized to carry out the study programme,
 - d) evaluates proposals and applications for the granting of accreditation of new HIP fields,
 - e) evaluates proposals for the termination, cancellation of study programmes, initiates the cancellation of study programmes, or of HIP or fields of HIP.
- (2) The Faculty's Board for IQAS is usually composed of persons responsible for implementation and development and quality assurance of study programmes in the fields and on levels in which the faculty is authorized to carry on the study programme or heads of departments and from persons responsible for the realisation, development and quality assurance of HIP fields. The number of members of the Faculty's Board for IQAS is at least seven and must always be the odd number.
 - (3) The members of the Faculty's Board for IQAS can also be university teachers of the faculty, students of the faculty and stakeholders/graduates of the faculty who work in the given field as well as experts working in practice related to the given field.
 - (4) The members of the Faculty's Board for IQAS are approved by the Academic Senate of the relevant faculty on the proposal of its dean, by a majority vote of all its members. The Statute of the Faculty's Board for IQAS after its approval by the Scientific Board, or the by the Academic Senate of the relevant faculty is subsequently forwarded by the Chairman of the Faculty's Board for IQAS to the Quality Council.
 - (5) The Chairman of the Faculty's Board for IQAS is the Dean of the relevant faculty or associate professor or professor from the faculty appointed by the Dean.
 - (6) Meetings of the Faculty's Board for IQAS are convened by its Chairman according to the need.
 - (7) The Board for IQAS has a quorum if a majority of all its members are present.
 - (8) The results of the meetings are adopted by the Faculty's Board for IQAS's resolutions by public vote, if at the suggestion of one of its members, the vote is not agreed to as a secret vote.
 - (9) The votes of the Faculty's Board for IQAS are casted on each draft resolution separately.
 - (10) The approval of a majority of the Faculty's Board for IQAS members is required for the adoption of the resolution.
 - (11) The Chairman of the Faculty's Board for IQAS may announce an electronic or correspondence vote (hereinafter referred to as "per rollam voting") even without a meeting of the Faculty's Board for IQAS, especially if it is a matter that cannot bear further delay or if it is a proposal for which the vote is not to efficient to be held in person.
 - (12) The text of the proposal and the ballot will be sent to the Chairman of the by the Secretary of the Faculty's Board for IQAS to all its members. The method and deadline for per rollam voting will be determined by the Chairman of the Faculty's Board for IQAS, who, after the end of the voting, will entrust the Secretary of the Faculty's Board for IQAS to send out a notice of the voting results to all its members.
 - (13) A member of the Faculty's Board for IQAS shall send to the Secretary of the Faculty's Board for IQAS, a completed ballot containing the name, surname of the voter, the method of voting and the result of his vote, within a pre-determined period. If he/she does not comply with the requirements, his/her vote is invalid.

- (14) A resolution is adopted by a per rollam vote if a majority of all members of the Faculty's Board for IQAS have expressed their agreement with it.
- (15) The powers, rights and obligations of the members of the Faculty's Board for IQAS are governed by the Rules of procedure of the Faculty's Board for IQAS.

Article 5

The Programme Board of the Faculty

- (1) The Programme Board is responsible for the design, modification and development of the relevant study programme in the relevant degree and field.
- (2) The Programme Board has at least 5 members.
- (3) The Programme Board consists of:
 - a) the person who bears the main responsibility for the implementation, development and quality assurance (hereinafter referred to as "main responsibility" in the appropriate grammatical form) of the study programme and at the same time ensures the profile course,
 - b) two persons providing profile courses in the relevant study programme in accordance with the SAAHE standards for the study programme,
 - c) at least one student representative of the given study programme,
 - d) at least one representative of employers or graduates of the given study programme who are not members of the academic community of the faculty.
- (4) The Chairperson of the Programme Board is the person who bears the main responsibility for the study programme.
- (5) The Programme Board within the faculty's internal quality system mainly:
 - a) prepares a proposal for the internal accreditation of the study programme, for the modification of the study programme, for the cancellation of the limitation of the internal accreditation of the study programme or for the cancellation of the study programme and submits it to the dean of the faculty; at the third level of study the Programme Board will do so only after review by the relevant sectoral committee of the faculty, § 2 letter g)
 - b) continuously monitors and evaluates tuition of the relevant study programme; at the third level of study, the Programme Board will do so in cooperation with the relevant sectoral committee,
 - c) reviews and approves the inclusion of a group of optional courses in the given study programme,
 - d) evaluates the professional level of the study programme and compliance with the level of current knowledge in the given field; at the third level of study, the Programme Board will do so in cooperation with the relevant sectoral committee of the faculty,
 - e) approves a regular evaluation report on the fulfilment of quality requirements according to the standards for the study programme,
 - f) once a year (by September 30 at the latest) prepares a report on the evaluation of educational goals in the study programme, proposes and implements proposals for its improvement; at the third level of study, the Programme Board will do so in cooperation with the relevant sectoral committee of the faculty; the Chairman of the Programme Board submits the report to the Chairman of the IQAS and the dean of the faculty,
 - g) performs other tasks within the IQAS of the faculty according to the instructions of the dean of the faculty.
- (6) The Programme Board is appointed by the dean of the faculty.

- (7) The term of office of a member of the Programme Board begins on the day of appointment and ends on the day of termination of the authorization to carry out the given study programme.
- (8) Membership in the Programme Board also expires on the day when:
 - a) the member of the Programme Board has ceased to fulfil the prerequisites on the basis of which he/she was appointed as a member of the Programme Board,
 - b) he/she renounced membership in the Programme Board,
 - c) he/she was dismissed from the Programme Board by the dean of the faculty,
 - d) he/she was deceased.
- (9) The Programme Board meets at least twice per academic year. A member of the Programme Board is obliged to attend meetings of the Programme Board. The session of the Programme Board is chaired by its Chairman. A written record is made of the meeting of the Programme Board. The minutes of the meeting are submitted by the Programme Board to the dean of the faculty.
- (10) The Programme Board has a quorum if a majority of all its members are present at the meeting. The resolution is adopted if a majority of all Programme Board members vote for it.

Article 6

The Person responsible for quality assurance and development of undertaken study programme and persons responsible for quality assurance and development of undertaken habilitation and inauguration proceedings

- (1) The person who bears the main responsibility for the implementation, development and quality assurance of the study programme or its integral part must meet the requirements according to Art. 6 paragraph 4 of the SAAHE standards for the study programme. This person acts as a professor in the relevant field of study for the established weekly working hours and provides for a profile course; if it is a bachelor's study programme, he/she works as a professor or associate professor in the relevant field of study for the established weekly working hours. At the same time, this person does not bear the main responsibility for the implementation, development and quality assurance of the study programme at another university in the Slovak Republic. One and the same person can bear the main responsibility for the implementation, development and quality assurance of a maximum of three study programmes. This person meets the criteria of the Ministry of Health of the Slovak Republic.¹²
- (2) The person who bears the main responsibility for the implementation, development and quality assurance of the study programme is appointed to this position by the dean of the faculty for the time specified in the authorization for the implementation of the given study programme.
- (3) The dean of the relevant faculty may, after review by the Faculty's Board for IQAS, dismiss the person bearing the main responsibility for the study programme, if this person:
 - a) does not fulfil his/her duties to the required scope
 - b) ceased to meet the qualification requirements according to the SAAHE standards for the relevant study programme.
- (4) The function of the person who bears the main responsibility for the implementation, development and quality assurance of the study programme ceases:
 - a) if the SAAHE or the Board for IQAS revoked the authorization to carry out the study programme,

¹² § 51a (1) of the Higher Education Act

- b) if he/she resigns in writing from the position of the person responsible for the implementation, development and quality assurance of the study programme,
 - c) by termination of employment with the Slovak Medical University in Bratislava (hereinafter referred to as "SMU") for the established weekly working hours,
 - d) by death.
- (5) The person who bears the main responsibility for the implementation, development and quality assurance of the study programme mainly:
- a) coordinates the content preparation of the study programme together with the teachers of the study programme,
 - b) ensures that the study programme is elaborated, created in accordance with the standards for the study programme, according to the structure - outline for elaborating the description of the study programme (Annex 2), Government Ordinance No. 296/2010 Coll. and Decree of the Ministry of Education, Science, Research and Sports of the Slovak Republic No. 244/2019 Coll. on the system of study fields of the Slovak Republic (hereinafter referred to as "Decree No. 244/2019 Coll.") and in accordance with the mission and strategic goals of the SMU in Bratislava, determined in the long-term plan of the SMU,
 - c) supervises that the study programme has a clearly specified and communicated qualification acquired by successful completion of the programme, the level of which corresponds to the requirements of the relevant level of the qualification framework in accordance with Decree no. 244/2019 Coll.,
 - d) supervises that the educational outputs through descriptors and the qualification obtained by completing the study programme meet the sector's health professional expectations for the performance of the relevant health profession and that they are in accordance with the relevant decree of the Ministry of Health of the SR for the scope of practice (competencies) for the relevant health profession¹³,
 - e) ensures that the content of the study programme includes mandatory professional experience of students in a contractually cooperating organization in the overall scope in accordance with Government Ordinance No. 296/2010 Coll., the purpose of which is the development of practical professional skills; professional practice, which enables the student to carry out activities through which he/she acquires working procedures typical for the relevant level of qualification and the relevant study programme; has the opportunity to participate in professional processes, projects and, through specific tasks, acquire knowledge, skills and competences relevant to the performance of the relevant health profession; professional practice is divided into several shorter time periods and also carried out as continuous professional practice and holiday professional practice in connection with the relevant study programme,
 - f) approves the topics of final theses, in the case of dissertations, the topics may approve field or programme committee if the faculty establishes it in its own internal regulations, is responsible for defining the content and scope of the state exam and its parts so that this exam corresponds to the focus of study and the profile of the graduate,
 - g) is responsible for the content part of the admission exams to the study programme for which he/she is responsible,
 - h) develops the study programme content-wise and methodically in accordance with the current level of knowledge in the given field, linked to the level and focus of the creative

¹³ decree of the Ministry of Health of the Slovak Republic no. 321/2005 Coll. on the scope of practice in some health professions and Decree of the Ministry of Health of the Slovak Republic no. 95/2018 Coll., which determines the scope of nursing practice provided by a nurse independently, independently based on the doctor's indication and in cooperation with the doctor and the scope of practice of midwifery assistance provided by the obstetrician assistant independently, independently based on the doctor's indication and in cooperation with the doctor

- activity of teachers of profile courses and in accordance with the requirements of medical practice for graduates,
- i) submits proposals to the dean of the faculty for the modification of internal regulations related to studies,
 - j) is responsible for the elaboration of a regular evaluation report of the study programme in the period and scope according to the instructions of the dean of the faculty,
 - k) participates in the meeting of the faculty's bodies for the IQAS processes of the faculty as needed,
 - l) monitors and supervises teachers participating in the implementation of the study programme,
 - m) provides cooperation in the preparation of annual reports on pedagogical activity or other evaluation reports related to information on the study programme,
 - n) implements measures that were intended, as part of the evaluation, to improve the study programme,
 - o) demonstrates the results of creative activity in the relevant study field/fields in which the study programme is carried out at the required level depending on its level and educational outcomes,
 - p) fulfils other tasks within the IQAS of the faculty according to the instructions of the dean of the faculty,
 - q) cooperates in submission of the approval opinion;
 - q1) of the Ministry of Health for the implementation of the study programme in terms of § 51a of the Act on Universities,
 - q2) statements of the relevant unions of professionals for the relevant study programme,
 - q3) employers for the relevant study programme,
 - q4) submission the minutes on the involvement of students, employers or graduates, state organizations and other relevant stakeholders in the design of the relevant study programme.
- (6) The person who bears the main responsibility for the implementation, development and quality of the PhD. study programme mainly:
- a) coordinates the content preparation of the study programme and its significant changes, supervises the quality of its implementation, evaluates the study programme and develops it,
 - b) solves professional and organizational issues of the study programme in cooperation with the sectoral committee, the relevant Programme Board and trainers,
 - c) is responsible for the correctness of the documentation related to the given study programme, including entering information into the modular academic information system of the SMU in Bratislava,
 - d) participates in the design of the content part of the admission exams to the study programme, for which he/she is responsible in cooperation with the relevant sectoral committee,
 - e) is responsible for the preparation of a regular evaluation report on the fulfilment of quality requirements according to the standards for the study programme in the period and scope according to the instructions of the dean of the faculty, he/she does so in cooperation with the relevant sectoral committee,
 - f) demonstrates the results of creative activity in the relevant study field/fields in which the study programme is carried out at the required level depending on its level and educational outcomes,
 - g) performs other tasks within the faculty's IQAS according to the instructions of the dean of the faculty.

- (7) Persons forming a group of three persons who are responsible for the implementation, development and quality of the field of HIP mainly:
 - a) participate in the control and evaluation of applications for the initiation of HIP,
 - b) provide cooperation to the Chairman of the Scientific Board in the proposal of the composition of the habilitation and inauguration Committees and opponents of the HIP,
 - c) provide cooperation in the proposal of quantitative criteria for obtaining the title of associate professor and professor in the given field of HIP,
 - d) they ensure that the field of HIP is carried out in accordance with the SAAHE standards for HIP,
 - e) supervise the quality of the HIP,
 - f) content-wise and methodically develop the HIP field in accordance with the current level of knowledge in the given field,
 - g) they cooperate with the heads of departments of the faculty and with persons responsible for other fields of HIP,
 - h) participate in the meeting of the faculty's bodies for the IQAS processes of the faculty as needed,
 - i) prepare a report on the periodic assessment of the HIP field,
 - j) implement the measures that were intended for its improvement as part of the evaluation of the HIP field,
 - k) perform other tasks within the IQAS of the faculty according to the instructions of the dean of the faculty.
- (8) Each faculty can establish the responsibilities and powers of the persons responsible for the implementation, development and quality assurance of the HIP fields by its own internal regulations. Such an internal regulation is submitted to the Quality Board of the SMU, which reviews it and subsequently, at its next meeting, approves it, or approves it with comments or does not approve it. The Quality Board of the SMU informs the dean of the faculty that submitted the internal regulation, about the result.

Article 7

The Person responsible for profile course

- (1) Each study programme has a specially defined group of profile courses in accordance with Government Ordinance No. 296/2010 Coll. (Annex 1, Determination of profile courses), which usually includes core and elective courses. Profile courses are visually distinguished from other courses in the recommended study plan (e.g. by "bold" typeface).
- (2) Profile study courses are normally provided by university teachers in the capacity of professor or associate professor.¹⁴ for the established weekly working hours. In the case of professional health study programmes, also experienced health professionals who participate in educational activities in the relevant study programme for the established weekly working time or shorter working time from the ranks of assistant professors with a scientific rank or an academic PhD degree. or assistants based on the proposal of the head of the department that provides the teaching of the given course.
- (3) Core and elective courses that are not profile courses, can also be provided by a teacher who is not the associate professor or professor.
- (4) The professional qualification of the teachers providing the study programme is at least one degree higher than the qualification achieved upon its completion. This requirement can be

¹⁴ Art. 6, point 3 of the Standards for Study Programme issued by the SAAHE

waived in justified cases, such as foreign language lecturers, teachers providing practice, experts in practice and PhD. students.¹⁵

- (5) The person providing the profile course and the person providing the core and elective course, which is not a profile course, for the relevant study programme is determined by the person according to Article 6, paragraph 1 of this internal regulation in cooperation with the relevant vice dean.
- (6) The elective course is not a profile course.
- (7) One person can fulfil the function of a person providing a profile course and a person providing a core and elective course that is not a profile course in a maximum of five courses at all levels of study.
- (8) The person providing the profile course mainly:
 - a) oversees the quality of provision of the profile study course,
 - b) is responsible for the up-to-date information sheet of the profile study course,
 - c) monitors current trends related to the content of the given profile study course and ensures the proposal of content innovations in accordance with the procedures for adjusting the study programme,
 - d) if the course is provided by several teachers, coordinates their activities in terms of teaching methods and requirements for students, and provides them with methodical guidance during the semester,
 - e) proposes changes of teachers of the profile course in coordination with the relevant vice-dean,
 - f) initiates research projects, publication outputs and other creative activity of lecturers and trainers of the given course with regard to the latest state of knowledge in the given course
 - g) is responsible for the comparability of student evaluations in a given course,
 - h) is responsible for the regular evaluation of the course and for the proposal and implementation of corrective measures in accordance with the internal regulation governing the continuous monitoring, periodic evaluation and periodic approval of study programmes at the SMU in Bratislava.

PART THREE

The design, modification and approval of study programmes in fields and on levels where the SMU holds an authorisation for undertaking of the study programme

Article 8

The proposal for a design of the new study programme

- (1) The proposal for the design of a new study programme in the field of study and degree in the SMU is authorized to conduct study programmes is submitted by the Programme Board responsible for the newly created study programme to the dean of the faculty.
- (2) This proposal can only be submitted under the assumption that the new study programme will meet the qualification requirements according to Art. 2 and Art. 6 paragraph 4 of the SAAHE accreditation standards – Standards for the study programme and criteria of the Ministry of Health (§ 51a paragraph 1 of the Act on Universities).
- (3) The proposal for the design of a new study programme also includes a proposal for a person who bears the main responsibility for the implementation, development and quality assurance of the study programme, who, together with the relevant Programme Board, will ensure the

¹⁵ Art. 6, point 2 of the Standards for Study Programme issued by the SAAHE

elaboration of documented information about the study programme after the proposal has been approved by the Faculty's Board for IQAS.

- (4) The proposal for the design of a new study programme must also contain a list of stakeholders (Article 12, paragraph 32 of the SAAHE accreditation standards – Study Programme Standards), who will participate in its design, including identification of their needs and expectations. However, an objective link between the content of the study programme and the field of activity of the given employer must always be proven. If it is a proposal of employers as one of stakeholders, an objective link between the content of the new study programme and the field of activity of the given employer must be proven, while the employer should be a recognized authority in relation to the new study programme.
- (5) The proposal for the design of a study programme must demonstrate the originality of the study programme compared to other, already existing study programmes carried out at the university and demonstrate the justification of its implementation in the national context and the requirements of medical practice, it must also include a justification of its connection with the long-term intention and strategic direction of the university.
- (6) The proposal for the design of a new study programme with all annexes is prepared by the Programme Board of the faculty in the form and according to the requirements of the SAAHE and Article 10 of these internal regulation.
- (7) The application is submitted no later than 180 days before the beginning of the academic year, in which the admission conditions for studying in the study programme for which the faculty is applying for accreditation are published.
- (8) The application with attachments is submitted through the accreditation information system of the SMU in Bratislava.

Article 9

The approval of the proposal of the design of new study programme

- (1) When approving the proposal of a new study programme carried out in one field of study and in one degree of the study programme carried out, the procedure is as follows:
 - a) the proposal of a new study programme is submitted to the Chairman of the Faculty's Board for IQAS by the Chairman of the Programme Board after approval by the dean of the faculty,
 - b) the Chairman of the Quality Board will submit a new study programme to the regular meeting of the Faculty's Board for IQAS,
 - c) if the Faculty's Board for IQAS raises comments on the submitted proposal, its Chairman will immediately after the meeting send to the Chairman of the Programme Board responsible for creating a new study programme, the minutes of the meeting containing comments on the proposal
 - d) the Programme Board incorporates mentioned comments and subsequently submits the revised proposal to the Chairman of the Faculty's Board for IQAS, who resubmits it to the deliberations of the Faculty's Board for IQAS.
 - e) if the Faculty's Board for IQAS does not agree with the proposal to create a new study programme, its Chairman can submit this proposal together with the opinion of the Faculty's Board for IQAS to the Chairman of the Faculty's Board for IQAS, if he/she himself/herself agrees with this proposal; in the submitted materials, he/she will state the reasons for which the Faculty's Board for IQAS did not agree with the proposal to create a new study programme; the Chairman of the Faculty's Board for IQAS will then submit this proposal to the Quality Board, which will decide on it in accordance with its statute and inform the Chairman of the Faculty's Board for IQAS of the outcome.

- f) if the Faculty's Board for IQAS agrees with the proposal to create a new study programme, before developing the documented information of the study programme according to Art. 10 par. 3 letters a) to m) of this internal regulation, the consent of the Quality Board is required in order to ensure that the new study programme is not duplicated or redundant to other, already existing study programmes carried out at the SMU.

Article 10

Documented study programme information

- (1) After written delivery of the decision of the Quality Council, in which the submitted proposal for the design of a new study programme in the field and degree in which the faculty is authorized to carry out the study programme was granted an approval, the Chairman of the Faculty's Board for IQAS will entrust the Chairman of the Programme Board of the newly created study programme for preparing documented information of the study programme according to par. 4 letters a) to q) of this Article in compliance with the paragraph 3 letter a) to c) of this Article.
- (2) The documented information of the study programme constitutes the accreditation file for internal accreditation
- (3) The internal accreditation file must be designed in such a way that it meets the general conditions below:
 - a) the content of taught courses, teaching methods, provision of practical teaching, method of assessment, content of state exams, topics and focus of final theses must be in accordance with the planned educational outcomes and the profile of the graduate in the given study programme and form a coherent whole and correspond to the assigned field of study; the conditions of the study programme must allow for a part of the study at a foreign educational institution or have another form of international involvement,
 - b) professional knowledge, skills and competences, including transferable skills, that students acquire in a given study programme must be in accordance with the given type and profile of the study programme; the obtained qualification corresponds to the relevant level of education according to the qualification framework,
 - c) the study programme has a specified standard length of study, a specified workload for individual study courses expressed in ECTS credits and the number of hours of contact teaching, prescribed professional experience in accordance with Government Ordinance no. 296/2010 Coll.
- (4) The internal accreditation file mainly contains:
 - a) application to create a new study programme,
 - b) minutes from the meeting of the Faculty's Quality Board,
 - c) approval opinion of the Faculty's Board for IQAS on the proposal to create a new study programme,
 - d) course information sheets, recommended study plan, educational goals and outcomes,
 - e) internal evaluation report of the new study programme according to the template provided on the SAAHE website,
 - f) description of the new study programme according to the template provided on the SAAHE website,
 - g) scientific/artistic-pedagogical characteristics of teachers providing profile courses of the study programme according to the template listed on the SAAHE website,
 - h) characteristics of the outputs of the creative activity of teachers providing profile courses of the study programme according to the template listed on the SAAHE website,

- i) consenting opinions of responsible persons and stakeholders on participation in the design of the study programme,
 - j) the number, working capacity and workload distribution of teachers participating in the implementation of the new study programme,
 - k) stakeholders' evaluation reports of the new study programme,
 - l) the opinion of the person responsible for the study programme on the incorporation of the stakeholders' comments on the new study programme,
 - m) proposal to adjust the study programme,
 - n) proposal to cancel the study programme,
 - o) report of the ad hoc working group. on fulfilling standards and criteria of the new study programme,
 - p) minutes of the voting of the Board of IQAS on the design, modification or cancellation of the study programme,
 - q) the application is accompanied by the access of the SAAHE to additional evidence on the compliance of the proposed study programme with the standards for the study programme, which it stated in the internal evaluation report of the study programme, the description of the study programme and in the supporting materials for the evaluation of creative activities.
- (5) In addition to the Programme board responsible for the newly created study programme, other responsible persons, usually teachers, participate in the development of documented information of the new study programme (Article 12, paragraph 25 of the SAAHE accreditation standards – Study programme standards). The Chairman of the Programme board coordinates the preparation of documented information of the new study programme and is responsible for its formal and content correctness.
 - (6) The deadline for the development of documented information of the new study programme is determined to the Chairman of the Programme board by the Chairman of the Faculty Quality Board at which the given study programme will take place.
 - (7) Stakeholders also participate in the process of creating a new study programme. Each of the stakeholders must confirm their participation in the design of a new study programme with their written consent.
 - (8) Templates of documented study program information are published on the website of the SAAHE and the SMU. The Chairman of the Programme board responsible for the newly created study programme is obliged to verify if the study programme is up-to-date on the SAAHE website before their elaboration.
 - (9) The Chairman of the relevant Programme board for the newly created study programme must also separately prepare documented information on the number, work capacity and workload distribution of teachers participating in the implementation of the study programme.
 - (10) Documented information on the number, work capacity and workload distribution of teachers of the new study programme includes a list of all core and elective courses. The amount of the hours taught by one teacher in the case of several courses and in all study programmes where he/she works should not exceed the pedagogical workload corresponding to his/her classification (lecturer, assistant professor, assistant professor with PhD., associate professor, professor) in a given academic year. The amount of teaching time should also take into account the academic function that the given teacher performs (rector, vice-rector, dean, vice-dean, head of department, chairman of the academic senate, etc.). The amount of workload must not be in conflict with the special provisions of the Act No. 311/2001 Coll. – the Labour Code.
 - (11) The Chairman of the relevant Programme board elaborates or coordinates the elaboration of relevant information sheets for profile study courses and other core and elective courses, the

recommended study plan, including educational goals and outcomes. The recommended study plan is developed separately for full-time and part-time study. The student's time workload is specified separately in accordance with § 60 and § 62 of Act no. 131/2002 Coll. on universities, while one course credit is represented by 25 hours of theoretical tuition and 30 hours of practical tuition.

- (12) Part of every study programme is the obligation to elaborate a final thesis.
- (13) Documented information about the new study programme is submitted by the Chairman of the relevant Programme board for the newly created study programme for comments to stakeholders who agreed to participate in its design. After evaluating the above documented information, they send a report on the evaluation of the new study programme by stakeholders to the Chairman of the relevant Programme board for the newly created study programme together with comments.
- (14) The Chairman of the relevant Programme board responsible for the newly created study programme, together with the responsible persons participating in the design, will incorporate stakeholders' comments stated in the received evaluation report on the new study programme. They will prepare a written opinion on the extent of such incorporation. The accreditation file with the relevant documented information will be forwarded by the Chairman of the Programme board to the Chairman of the Quality Board of the relevant faculty.
- (15) The Chairman of the Quality Board of the respective faculty submits the request for the evaluation of the documented information of the new study programme to the dean of the faculty, who submits it to the Chairman of the Board of IQAS.

Article 11

The Approval of the new study programme and the granting an authorization to carry out new study programme

- (1) The internal accreditation file consisting of documented information about the study programme according to Article 10 is submitted by the dean of the faculty for approval to the Board for IQAS, without unnecessary delay after the approval of the proposal for a new study programme by the Quality Board of the faculty.
- (2) The Chairman of the Board for the IQAS will ask the Chairman of the Permanent committee for the respective study field (hereinafter referred to as "PCRSF"), which is related to the new study field, to propose members of the ad hoc working group, responsible for evaluation of the submitted documented information about the new study programme and the application for authorization to conduct the new study programme. At the same time, he/she will entrust them with the elaboration of a report on the fulfilment of the standards and criteria of the new study programme.
- (3) The proposal for the composition of the members of the ad hoc working group (hereinafter referred to as the "evaluator") must also include the proposal of a representative of employers as one of stakeholders, who is selected from the list of external evaluators. Another internal evaluator is a student of the SMU. If it is a new study programme on the third level of higher education, an external evaluator from abroad, who is an internationally recognized personality, must also be a member of the ad hoc professional working group.
- (4) The proposal for the composition of evaluators is approved by the Board of IQAS at its meeting. The number of evaluators for new bachelor's and master's study programmes is at least three, and for new study programmes on the third level of higher education, the number is at least five members. The number of evaluators is always odd, and other Chairmen of the PCRSF may also be represented in it.

- (5) The evaluator in the process of approving a new study programme has access to documented information about the study programme.
- (6) In the process of approving a new study programme, the evaluator has the obligation to:
 - a) participate in the evaluation of documented information about the new study programme,
 - b) submit expert and well-founded opinions on the fulfilment of criteria and standards for the new study programme within the specified scope,
 - c) object to parts of the evaluation elaborated by other evaluators with which he/she does not agree,
 - d) submit requests for supplementing additional information on the new study programme,
 - e) verify the facts stated in the submitted documents directly at the place of implementation of the new study programme, if the situation requires it,
 - f) participate in the voting on the report of the ad hoc professional working group on the fulfilment of the standards and criteria of the new study programme,
 - g) participate in the periodic evaluation and monitoring of approved study programmes.
- (7) The evaluators will request any additional information or for their verification directly on the spot from the Secretary of the Board for IQAS, who will request this information from the Chairman of the Quality Board of the faculty that submitted the application for authorization for conduct of a new study programme or will arrange the date for their verification directly at the place of implementation of the new study programme.
- (8) The report on the fulfilment of the standards and criteria of the new study programme from evaluators is submitted with a statement of the Chairman of the PCRSF to the meeting of the Board for IQAS.
- (9) The evaluators' report on the fulfilment of the standards and criteria of the new study programme has a recommendatory nature and is approved at the meeting of the Board for IQAS. It contains the following statements:
 - a) whether it is proposed to grant authorization to carry out a new study programme in a given field and degree and to award its graduates with an academic degree,
 - b) whether it is proposed to grant the authorization to carry out a new study programme in the given field and degree and to grant its graduates an academic degree after the deficiencies have been rectified,
 - c) whether it is proposed not to grant authorization to carry out a new study programme and award its graduates with an academic degree.
- (10) If the Board of IQAS decides to grant authorization to carry out a new study programme in the relevant field and degree, it will issue a written decision within 14 days of approval
- (11) In the event that the evaluator's report identifies deficiencies, the Board of IQAS votes again on the fulfilment of the standards and criteria of the new study programme only after the deficiencies identified in the report on fulfilment have been rectified.
- (12) The reasons for not granting this authorization must be stated in the decision of the Board of IQAS on not granting the authorization to implement a new study programme in the relevant field and degree.
- (13) The applicant may request the rector of the university to review the decision according to Article 19 of this internal regulation.
- (14) The study programme is periodically approved in accordance with the formalized processes of the internal system in a period corresponding to the standard length of study in accordance with the wording of Art. 11 par. 5 of the SAAHE accreditation standards – Standards for the study programme.

Article 12

Termination of the authorization to carry out the study programme

- (1) The termination of the authorization to carry out the study programme occurs if:
 - a) the period for which the authorization to carry out the study program in the relevant field and degree was issued has expired,
 - b) the SAAHE decides on the suspension of the authorization to carry out a study programme in the relevant field and degree according to § 27 of Act no. 269/2018 Coll. on quality assurance in higher education,
 - c) the dean of the faculty proposes the cancellation of the study programme
- (2) The Chairman of the Quality Board of the faculty where the given study programme is taking place shall submit a proposal to cancel the study programme to the dean of the faculty, who will immediately submit the proposal in question to the Chairman of the Board of IQAS. The cancellation of the study programme is decided by the Board of the IQAS at its regular meeting, while the decision also states the date on which the study programme is cancelled. If the study programme is cancelled and there are students enrolled in it, it is considered as a different completion of studies in accordance with a special provision.¹⁶

Article 13

The application for modification of the study programme

- (1) The initiative for modification of the study programme is submitted by:
 - a) the person who bears the main responsibility for the implementation, development and quality of the study programme,
 - b) students of the respective study programme,
 - c) graduates of the respective study programme,
 - d) the Programme board responsible for design, implementation, monitoring, evaluation of study programmes,
 - e) teacher of the profile course in the respective study programme,
 - f) employers or other relevant authorities (e.g.: the Ministry of Health) with justification of the amendment proposal
- (2) The application for modification of the study programme is submitted to the dean of the faculty where the given study programme takes place. The dean forwards the request to the Chairman of the Faculty Quality Board.
- (3) The request for a change of the person who bears the main responsibility for the implementation, quality and development of the study programme is submitted by the dean of the faculty to the Quality Board of the faculty.
- (4) The application for modification of the study program includes:
 - a) application for addition, deletion or transfer of a core course in the study plan,
 - b) application for addition, deletion or transfer of an elective course in the study plan,
 - c) application for a change of conditions for proper completion of studies,
 - d) application for a change of number of teaching units of the course,
 - e) application to adjust the number of course credits,
 - f) application for a change of the content (outline) of the course,

¹⁶ § 66 of the Higher Education Act

- g) application for a change of the person who bears the main responsibility for the implementation, quality and development of the study programme (guarantor).
- (5) The responsible person (guarantor of the respective study program) submits the application for modification of the study programme to the Chairman of the Quality Board of the faculty where the given study programme takes place.
 - (6) The template of the proposal for modification of the study programme is in the Annex no. 2 of this internal regulation.

Article 14

The approval of the application for modification of the study programme in the Quality Board of the faculty

- (1) Applications for modification of the study programme referred to in Art. 13 par. 4 of this internal regulation are approved by the Quality Board of the respective faculty.
- (2) In the process of approving the application for modification of the study programme, a minimum requirement for the participation of stakeholders in the approval of modifications of the study programme must be ensured in order to ensure the participation of students, employers and graduates. Other stakeholders may also be included in the process of adjusting the study programme.
- (3) Stakeholders lodge a written opinion about their participation in the modification of the study programme and on its compliance with the SAAHE standards to the Programme board or to the person who bears the main responsibility for the study programme.
- (4) The person who bears the main responsibility for the study programme is obliged to update the description of the study programme. He/she will ask the administrator to update the description of the study programme, which is published on the SMU website or the websites of its faculties, no later than 30 working days from the approval of modifications. After the approval of modifications to the study programme, the faculty must ensure that the course information sheets are updated in the academic information system, no later than at the beginning of the new academic year following after the approval of the modification of the study programme.
- (5) The faculty must ensure that all documents are updated and these updates are also reflected in the languages in which the study program is implemented by the deadlines according to paragraph 4 of this article. All modifications of the study programme according to paragraph 4 of article 13 are sent to the Board for IQAS for approval. The documents that justify the proposal for modification the study programme, the involvement of stakeholders in the modifications, and the minutes of the approval of modifications in the Quality Board of the respective faculty. Documents on modifications to the study programme are sent to the Secretary of the Board of IQAS.

Article 15

The approval of the application for modification of the study programme in the Board for IQAS

- (1) Applications for modification of the study programme are reviewed and approved by the Board for IQAS at the proposal of the Quality Board of the relevant faculty.
- (2) Stakeholders are involved in the modification of the study programme.
- (3) The Chairman of the Faculty Board for IQAS submits an application for modification of the study programme to the Chairman of that committee of study fields (hereinafter referred to as "PCRSF") to which field is the given study programme related.

- (4) The Chairman of the PCRSF will send the submitted application for modification of the study programme to members of the PCRSF and call a meeting at which the application is voted on. Voting is governed by the Rules of Procedure of the Board of IQAS and the result of voting will be announced by the Chairman of the relevant PCRSF to the Chairman of the Board of IQAS.
- (5) If the PCRSF finds deficiencies within the application for modification of the study programme, the Chairman of the PCRSF will send the request for their rectification with a stipulated date to the Chairman of the Board of IQAS of that faculty, which submitted the application.
- (6) In the case that deficiencies of the submitted application were rectified, the Chairman of the Board of IQAS of the faculty will resend them to the Chairman of the relevant PCRSF. The Chairman of the PCRSF, after assessing and evaluating the modifications of the study programme, will submit them for review to the Board of IQAS of the SMU.
- (7) The Board for the SMU will send a decision on modification the study programme and its compliance with the standards for the study programme to the dean of the faculty where the study program is conducted.

Article 16

Decision-making on the study programme and its modification

- (1) The Board of the IQAS of the SMU will decide on the granting of internal accreditation of the study programme or on the modification of the study programme within 60 days from the receipt of the application. The months of July, August and the period of suspension of the approval process are not included in this time frame.
- (2) The decision of the Board of the IQAS of the SMU on granting internal accreditation of the study programme contains:
 - a) name of the faculty,
 - b) name of the study programme,
 - c) type of study program,
 - d) form of study,
 - e) standard length of study,
 - f) the level of study,
 - g) the language or languages in which the study program is to be conducted,
 - h) the name of the study field from the system of study fields,
 - i) the code of the level of education and the code of the field of education according to the international standards for classification of education,
 - j) the level of the national qualification framework,
 - k) awarded academic title,
 - l) the period for which the internal accreditation of the study programme is granted,
 - m) date of approval of the internal accreditation of the study programme in the Board of the IQAS of the SMU,
 - n) the date of validity and effectiveness of the internal accreditation of the study programme.
- (3) If the proposal for the internal accreditation of the study programme is not in accordance with the Act on quality assurance, with the standards for the study programme, or with the internal regulations of the SMU in Bratislava, or if the deficiencies identified by the Board of the IQAS of the SMU during the approval process have not been rectified, The Board of IQAS of the SMU will not grant the internal accreditation of the study programme and will issue justified decision.

- (4) If the Board of IQAS of the SMU decides on modification of the study programme at the relevant faculty, the decision on modification the study programme is issued for the period until the validity of the internal accreditation of the study programme.
- (5) The decision of the Board of IQAS of the SMU on adjusting of the study programme contains:
 - a) name of the faculty,
 - b) name of the study programme,
 - c) type of study programme,
 - d) form of study,
 - e) standard length of study,
 - f) the level of study,
 - g) awarded academic title,
 - h) specification of modifications to the study programme (addition or deletion of core courses or elective courses, change of conditions for the proper completion of studies or modification of the information sheet of a core course or an elective course),
 - i) the period to which the modification of the study programme applies,
 - j) date of approval of the modification of the study programme in the Quality Board,
 - k) the date of validity and effectiveness of the modification of the study programme.
- (6) If the proposal to modification of the study programme is not in accordance with the Act on Quality Assurance, with the standards for the study programme, or with internal regulations of the SMU in Bratislava, or if the deficiencies identified by the Board of the IQAS of the SMU during the approval process have not been rectified, the modification is not approved and a justified decision is issued.
- (7) The faculty continuously monitors, regularly evaluates and adjusts the study programme and regularly submits the study programme for approval to the Board of IQAS of the SMU in a period corresponding to its standard length of study. The faculty is obliged to submit the documents for the approval of the study programme as part of the periodic approval, to the Board of the IQAS of the SMU no later than 6 months before the end of the standard length of study of the given study programme.
- (8) The person responsible for the study programme is obliged to update the description of the study programme, publish it on the website of the SMU and to ensure the updating of information sheets in the academic information system of the SMU.

Article 17

Decision-making on the limitation or withdrawal of the study programme implementation

- (1) The Quality Board may decide to limit or withdraw the internal accreditation of a study programme in following cases:
 - a) if it does not approve a regular or extraordinary evaluation report on the implemented study programmes, study results and study success at the faculty, on the fulfilment of quality requirements according to the standards for the study programme or
 - b) if it does not approve the evaluation report on the faculty's scientific research and other creative activities and its results, or
 - c) if, as part of the extraordinary evaluation of the study programme, it discovers serious deficiencies in the implementation of the study programme or
 - d) if there is no possibility of eliminating the deficiencies within the determined period.
- (2) Before making a decision according to paragraph 1 of this article, the Board of IQAS of the SMU will provide the faculty with a reasonable period of time to rectify deficiencies.

- (3) It is not possible to make modifications to the study programme with limited internal accreditation. It is not possible to admit new applicants to a study programme with limited internal accreditation.
- (4) The faculty is obliged to submit to the Board of the IQAS of the SMU within 30 days from the date of entry into force of the decision on the limitation of internal accreditation, an action plan to rectify deficiencies within a timetable for its implementation.
- (5) The Quality Board will assess the implementation of the measures taken as part of the monitoring of the action plan.
- (6) In the event that the faculty fulfils the action plan of the measures taken to rectify deficiencies, the Quality Board will decide on the cancellation of the restriction on the internal accreditation of the study programme.
- (7) In the event that the faculty does not fulfil the action plan of the measures taken to rectify deficiencies, the Quality Board will decide on the withdrawal of the internal accreditation of the study programme.
- (8) The faculty may no longer carry out a study programme from which the Board for IQAS of the SMU withdrew its internal accreditation and is obliged to cancel such study programme.

Article 18

Decision-making on the study programme cancellation

- (1) The Faculty's Board of IQAS may decide to cancel the study programme at the proposal of the dean of the faculty.
- (2) The Faculty's Board of IQAS will assess the request to cancel the study programme.
- (3) The decision of the Faculty's Board of IQAS on the cancellation of the study programme contains:
 - a) name of the faculty,
 - b) name of the study programme,
 - c) type of study program,
 - d) form of study,
 - e) standard length of study,
 - f) degree of study,
 - g) the language or languages in which the study program was conducted,
 - h) the name of the study field from the system of study fields,
 - i) awarded academic title,
 - j) the date on which the study program will be cancelled.

Article 19

The review of the decision of the Board for IQAS of the SMU

- (1) The submitter of the proposal may, within 15 days from the entry into force of the decision of the Board of the IQAS of the SMU, request the rector of the university to review this decision, stating the reason why the review is requested.
- (2) The rector will assess the compliance of the contested decision of the Board of IQAS of the SMU with the Act, other legal provisions and internal regulations of the SMU in Bratislava. The Rector will confirm the challenged decision or forward it to the Board of IQAS of the SMU for reconsideration. If the rector confirms the contested decision of the Board of IQAS of the SMU, his/her decision is final.

PART FOUR

The application submission to the Slovak Accreditation Agency for Higher Education

Article 20

An application submission for the granting of accreditation to study programmes in fields and on levels where the SMU does not hold the authorization and application for realization and applications for accreditation of new fields of habilitation and inauguration proceedings

- (1) The SMU application submission for accreditation of a study programme in a field and level in which the SMU is not authorized to conduct a study programme according to § 30 par. 2 of Act no. 269/2018 Coll. on quality assurance of higher education.
- (2) A proposal for the design of a new study programme in a field of study and degree in which the SMU is not authorized to conduct study programmes shall be submitted to the dean of the faculty by the head of the department where the study programme is to be conducted and shall be drafted in accordance with this internal regulation.
- (3) The proposal to design a study programme in a field and degree in which the SMU is not authorized to conduct a study programme is submitted to the Chairman of the Board of IQAS of the SMU by the Chairman of the Faculty's Board of IQAS where the new study programme will be conducted. Before being submitted to the Board of IQAS of the SMU, the given proposal must be approved by the Faculty's Board of IQAS, supported by the opinion of the Ministry of Health. Other responsible persons and stakeholders cooperate with the person responsible for the newly created study programme in elaboration of the submitted proposal.
- (4) The Chairman of the Board of the IQAS of the SMU will forward the submitted proposal to the Chairman of the PCRSF, which is related to the new study programme.
- (5) The decision of the Board of the IQAS of the SMU is binding and if it is a negative one, the application process will not be continued.
- (6) If the dean of the faculty is dissatisfied with the decision of the Board of the IQAS of the SMU, he/she can appeal the decision to the rector.
- (7) If the Board of the IQAS of the SMU agrees and does not have any comments to the submission of application or agrees on submission of application with comments to the SAAHE, it shall immediately notify the dean who submitted the proposal. The comments of the Board of the IQAS of the SMU must be accepted by the relevant faculty in the process of preparing the internal accreditation file.
- (8) After the notification according to paragraph 6 of this article, the Faculty's Board of IQAS will subsequently entrust the person who bears the main responsibility for the study programme with the development of a new study programme and the request for the granting of accreditation of the new study programme.
- (9) After review of the application for granting the accreditation of a new study programme (including relevant documented information) in the Faculty's Board of IQAS, its chairman will subsequently forward it to the Chairman of the Board of the IQAS of the SMU.
- (10) The Chairman of the Board of the IQAS of the SMU will ask the Chairman of the PCRSF, which is related to the new study programme, for a proposal for the composition of a professional working group to assess the submitted application. This process is governed by the Statute of the Board of the IQAS of the SMU. The proposal for the composition of the members of the professional working group is approved by the Board of the IQAS of the SMU.

- (11) The expert working group will prepare a report on the fulfilment of the standards and criteria of the new study programme. Through the Secretary of the Board of the IQAS of the SMU the working group can request additional information from the submitter of the given application.
- (12) In the case of a request of the working group to verify the facts directly on the spot, the secretary of the Board of the IQAS of the SMU will arrange the requested meeting with the Chairman of the Faculty's Board of IQAS that submitted the application.
- (13) The work group submits elaborated report of the working group on the fulfilment of the standards and criteria of the new study programme to the Chairman of the PCRSF, which is related to the new study programme and to the Secretary of the Board of the IQAS of the SMU.
- (14) The Chairman of the given PCRSF presents the report of the working group on the fulfilment of the standards and criteria of the new study programme to members of the relevant PCRSF, who will review it properly at their meeting. The chairman of the given PCRSF will then submit it, together with the opinion of the field related PCRSF, to the Chairman of the Board of the IQAS of the SMU.
- (15) On receipt of the report on the fulfilment of the standards and criteria of the new study programme, the Chairman of the Board of the IQAS of the SMU forwards it to a meeting of the Board of the IQAS of the SMU at the latest within 60 working days, where the given report is properly reviewed and approved after a thorough assessment of all relevant documents and facts. The report has a recommendatory character and contains a statement as to whether the Board of the IQAS of the SMU agrees:
 - a) with the submission of an application to the SAAHE for granting a study programme accreditation,
 - b) with the submission of an application to the SAAHE for granting accreditation of the study programme after the rectification of deficiencies (repeated discussion in the Board of the IQAS of the SMU is necessary). Repeated voting is possible only once.
 - c) does not agree.
- (16) In the case of a favourable opinion of the Board of the IQAS of the SMU with the submission of an application for the granting of accreditation of a new study programme, its chairman, or a person authorized by him/her, will process it into an official electronic form and, together with all mandatory attachments and will upload it to the SAAHE information system according to § 30 par. 2 of Act no. 269/2018 Coll. on quality assurance of higher education.

Article 21

The application submission for granting of the accreditation of the field of habilitation or inauguration proceedings

- (1) When applying for the accreditation of the HIP field, the SMU proceeds according to § 31 of the Act no. 269/2018 Coll. on quality assurance of higher education.
- (2) The proposal for HIP accreditation together with the application is submitted by the dean of the faculty to the Board of the IQAS.
- (3) Proposal for HIP accreditation is elaborated by persons who are responsible for the development and quality assurance of the field of HIP.
- (4) The Chairman of the Board of the IQAS forwards the dean's request and the proposal for HIP accreditation to the Chairman of the relevant PCRSF, which is related to the field of HIP, within 30 working days at the latest.
- (5) The Chairman of the relevant PCRSF shall convene a meeting where the proposal for granting the accreditation of the new field of HIP is duly reviewed.

- (6) The Chairman of the respective PCRSF will then send the minutes together with the clear opinion of the PCRSF (recommends/does not recommend submitting an application for accreditation of the new field of HIP to the SAAHE) to the Chairman of the Board of the IQAS of the SMU.
- (7) The Chairman of the Board for IQAS shall convene a meeting at which the Board of the IQAS of the SMU votes on the submitted proposal. The decision of the Board of the IQAS of the SMU is binding. In case of disagreement, the accreditation process of the new field of HIP is not continued.
- (8) In the case of a favourable opinion, when comments on the proposal for granting the accreditation of the new field of HIP are agreed upon, the Chairman of the Board of the IQAS of the SMU, through the Secretary of the Board of the IQAS of the SMU, will inform the dean of the faculty, who submitted the application and the proposal, of this fact. The faculty must accept comments in the process of preparing documented information.
- (9) The dean of the faculty shall ensure the preparation of documented information of the HIP application pursuant to § 31 of Act no. 269/2018 Coll. on quality assurance of higher education and in accordance with current templates published on the SAAHE website.
- (10) After review and approval of the application for the granting of accreditation of the new field of HIP (including relevant documented information) in the Faculty's Board of IQAS, its Chairman will then forward it to the Chairman of the Board of the IQAS of the SMU.
- (11) The Chairman of the Board of the IQAS of the SMU will ask the Chairman of the PCRSF, which is related to the new field of HIP, to propose the composition of the members of the working group responsible for assessing the submitted application. According to the statute of the Board of the IQAS of the SMU, at least one foreign internationally recognized evaluator must be a member.
- (12) At its meeting, the Board of the IQAS of the SMU approves the proposal for the composition of the members of the working group, which will subsequently prepare a report on the fulfilment of the standards and criteria of the new field of HIP.
- (13) If the working group requests additional information, or verification of information directly on the spot, the Secretary of the Board of the IQAS of the SMU will provide for that.
- (14) The secretary of the Board of the IQAS of the SMU will request additional information from the Chairman of the Faculty's Board of IQAS that submitted the application, and will then forward it to the relevant working group. In the case of a request from the working group to verify the facts directly on the spot, the secretary of the Board of the IQAS of the SMU will arrange the date of their joint meeting.
- (15) The prepared report on the fulfilment of the standards and criteria of the habilitation and inauguration proceedings is approved without undue delay after its delivery by the working group, but within 60 working days at the latest. The evaluation report has a recommendatory nature and contains a statement whether the Board of the IQAS of the SMU:
 - a) agrees with submission of the application for the granting of HIP accreditation to the SAAHE,
 - b) agrees with submission of the application to the SAAHE for the granting of HIP accreditation after the deficiencies have been rectified (repeated review by the Board of the IQAS is necessary)
 - c) does not agree with submission of the application for granting HIP accreditation to the SAAHE.
- (16) The Chairman of the given PCRSF submits the report of the working group on the fulfilment of the standards and criteria of the new field of HIP to the members of the related PCRSF, who will review it thoroughly at their meeting. The Chairman of the given PCRSF will then

forward it, together with the opinion of the related PCRSF, to the Chairman of the Board of the IQAS of the SMU.

- (17) After receipt of the working group report on the fulfilment of the standards and criteria of the new field of HIP, the Chairman of the Board of the IQAS of the SMU forwards it to a meeting of the Board of the IQAS of the SMU, where the report is thoroughly reviewed and approved. After a thorough assessment of all relevant documents and facts, the Board of the IQAS of the SMU with the submission of an application for the granting of accreditation of the new field of HIP:
- a) Agrees,
 - b) Agrees with comments (it is necessary to review it again by the Board of the IQAS of the SMU
 - c) Does not agree.
- (18) In the case of a favourable opinion of the Board of the IQAS of the SMU on the submission of an application for the granting of accreditation of a new field of HIP, the Chairman, or a person authorized by him/her, will process it into an official electronic form and, together with all mandatory attachments, upload it to the SAAHE information system according to § 31 par. 4 of the Act no. 269/2018 Coll. on quality assurance of higher education.

PART FIVE

Final provisions

Article 22

Final provisions

- (1) This internal regulation is binding for all faculties where study programmes and fields of habilitation and inauguration proceedings are carried out.
- (2) This internal regulation was reviewed by the Academic Senate of the Slovak Medical University in Bratislava on October 7, 2021.
- (3) This internal regulation was approved by the Scientific Board of the Slovak Medical University in Bratislava on 21. October 2021.
- (4) This internal regulation as well as its amendments and supplements become valid from the date of registration by the Ministry of Health of the Slovak Republic in accordance with § 45 par. 4 letter a) of the Act No. 131/2002 Coll. on universities and on the amendment of certain laws, and effective from the date of entry into force of the decision on its registration by the Ministry of Health of the Slovak Republic.
- (5) This internal regulation is archived in printed form at the rectorate of SZU in Bratislava and published in electronic form on the website of the public part of SZU www.szu.sk.

Bratislava, 7. October 2021

prof. MUDr. Ivan Rybár, PhD.
Chairman
of the Academic Senate of the SZU in Bratislava

prof. MUDr. Peter Šimko, CSc.
Rector

Annexes

1. Determination of profile courses for health study fields
2. Application for modification of the study programme
3. Description of the study programme – outline <https://saavs.sk/sk/ziadost-o-udelenie-akreditaciespolocneho-studijneho-programu-podla-%c2%a7-30-a-%c2%a7-35-ods-14-zakona-c-269-2018z-z/>
4. Internal assessment report of the study programme <https://saavs.sk/sk/ziadost-o-udelenieakreditacie-spolocneho-studijneho-programu-podla-%c2%a7-30-a-%c2%a7-35-ods-14-zakona-c269-2018-z-z/>
5. Research/art/teacher profile of teachers providing profile courses of the study programme <https://saavs.sk/sk/ziadost-o-udelenie-akreditacie-spolocneho-studijnehoprogramu-podla-%c2%a7-30-a-%c2%a7-35-ods-14-zakona-c-269-2018-z-z/>
6. Characteristics of results of creative activity <https://saavs.sk/sk/ziadost-o-udelenie-akreditaciespolocneho-studijneho-programu-podla-%c2%a7-30-a-%c2%a7-35-ods-14-zakona-c-269-2018z-z/>
7. Internal assessment report of the habilitation and inauguration proceedings <https://saavs.sk/sk/ziadost-oudelenie-akreditacie-spolocneho-studijneho-programu-podla-%c2%a7-30-a-%c2%a7-35-ods-14zakona-c-269-2018-z-z/>

Annex 1

Determination of profile courses for health study fields carried out at the SMU in Bratislava at its individual faculties in accordance with Government Ordinance No. 296/2010 Coll. on the professional competence for the performance of the health profession, the method of further education of health workers, the system of specialized fields and the system of certified work activities as well as with the Decree of the Ministry of Education, science, research and sport of the Slovak Republic No. 244/2019 Coll. on the system of study fields in the Slovak Republic.

Study field GENERAL MEDICINE, study program general medicine – doctor

Duration: six years of full-time study and includes at least 5,500 hours of theoretical teaching and practical training.

Profile courses:

1. Internal Medicine,
2. Surgery,
3. Radiology,
4. Gynaecology and obstetrics,
5. Paediatrics,
6. Neurology,
7. Neurosurgery,
8. Psychiatry,
9. Dermato-venerology,
10. Ophthalmology,
11. Oncology,
12. Otorhinolaryngology,
13. Sport Medicine,
14. Occupational medicine and Toxicology,
15. Nuclear Medicine,
16. Anaesthesiology and intensive care,
17. Forensic Medicine,
18. Orthopaedics and Traumatology,
19. Urology,
20. Infectology,
21. Physiatry and medical Rehabilitation,
22. Clinical biochemistry and Pharmacology,
23. Immunology,
24. Preventive Medicine,
25. Radiation Protection,
26. Clinical practice in a hospital.

Theoretical and pre-clinical courses that must be included in the study programme of General Medicine/core courses of the field of study/in addition to profile courses: Medical biology and Human genetics, Medical biophysics, Anatomy, Histology and Embryology, Medical chemistry and Biochemistry, Physiology, Pathological anatomy and Pathologic physiology, Pharmacology, Microbiology, Epidemiology, Hygiene, fundamentals of Public health, Bioinformatics, Medical ethics, Nursing care, First aid, and Medical psychology.

Study field DENTIST, study program dental medicine – dentist

Duration: at least five years and includes at least 5,000 hours of theoretical and practical training, including at least 1,500 hours of direct clinical work in the oral cavity in treating patients to acquire clinical skills.

Profile courses directly related to the dental medicine:

1. Orthodontics,
2. Dental materials and devices,
3. Conservation dentistry,
4. Preventive dentistry,
5. Anaesthetics and sedatives in dentistry,
6. Special surgery, (dentoalveolar surgery, basics of maxillofacial surgery),
7. Special pathology (orofacial pathology),
8. Clinical practice,
9. Paediatric dentistry,
10. Maxillofacial orthopaedics,
11. Periodontology,
12. Dental radiology (orofacial radiology),
13. Gnathology,
14. Organization, ethics and legislation in the field of dental medicine,
15. Social aspects of dental practice,
16. Teaching about basic laboratory procedures in the production of prosthetic works.

Theoretical and pre-clinical courses that must be included in the study programme: dental medicine in addition to profile courses:

1. basic courses: Chemistry, Physics, Biology,
2. medical-biological and general medical courses: Anatomy, Embryology, Histology including cytology, Physiology, Biochemistry, Pathological anatomy, General pathology, Pharmacology, Microbiology, Hygiene, Preventive medicine and Epidemiology, Radiology, Physiotherapy, General surgery, General medicine including Paediatrics, Otorhinolaryngology, Dermato-venerology, General psychology, Psychopathology-neuropathology, Anaesthesiology, Radiation protection

Study field NURSING, study programme **nursing-nurse**

Duration: at least three years and includes at least 4,600 hours of theoretical and practical teaching, of which at least 2,300 hours of direct clinical practice.

Profile courses directly related to nursing: nursing:

1. the nature and ethics of the profession,
2. general principles of healthcare and nursing,
3. principles of nursing in relation to
 - 3.1 general medicine and specialized medicine,
 - 3.2 general surgery and specialized surgery,
 - 3.3 child care and paediatrics,
 - 3.4 care for the mother,
 - 3.5 mental health and psychiatry,
 - 3.6 care for the elderly and geriatrics,

practical tuition of nursing in relation to:

1. general medicine and specialized medicine,
2. general surgery and specialized surgery,
3. child care and paediatrics,
4. maternity care,
5. mental health and psychiatry,
6. care for the elderly and geriatrics,
7. nursing at home,
8. primary care and to the community.

Courses that must be included in the nursing study programme on the bachelor's degree, in addition to profile courses:

basic scientific disciplines:	social sciences:
Anatomy and Physiology, Pathology, Bacteriology, Virology and Parasitology, Biophysics, Biochemistry and Radiology, Dietetics, Hygiene, Preventive medicine, Health education, Pharmacology	Sociology, Psychology, Basics of administration, Basics of pedagogy, Social and health legislation, Legal aspects of nursing.

Study field NURSING, master study programme nursing-nurse

Duration: The two-year full-time form of study is organized in such a way that the study according to the recommended study plan corresponds, depending on the study programme, to the student's work in the range of 1,500 to 1,800 hours per academic year, including independent study and independent creative activity. In an external form of study, three years in the range of 750 to 1440 hours per academic year (2250 - 4320 hours), including independent study and independent creative activity and practice.

Determination of profile courses for health study fields carried out at the SMU in Bratislava at its individual faculties in accordance with the requirements of the SAAHE, Decree no. 614/2002 Coll. and competencies for performing the profession of nurse (Decree No. 95/2018 Coll.)

Profile courses directly related to nursing:

1. nursing,
2. health care safety,
3. pharmacotherapy,
4. quality of nursing services,
5. health and social insurance,
6. basics of evidence-based nursing practice,
7. medical aids in nursing,
8. basics of public health,
9. management in nursing,
10. managerial communication,
11. clinical practice.

Courses that must be included in the nursing master's degree study program in addition to profile courses:

basic scientific disciplines:	social sciences:
Andragogy, Health management, Crisis management, Research in nursing, Diploma seminar, New technologies and procedures in nursing, Supervision in clinical practice, Multicultural nursing.	Economics in healthcare, Basics of statistics, Health and social care

Study field MIDWIFERY, study programme MIDWIFERY – midwife

Duration: in full-time study for at least three years and includes at least 4,600 hours of theoretical teaching and practical teaching, of which clinical teaching represents at least one third.

Profile courses specific to the activity of midwives:

1. Anatomy and Physiology,
2. Embryology and foetal development,
3. Pregnancy, childbirth and postpartum period,
4. Gynaecological and obstetrical pathology,
5. counselling for pregnant women and preparation for parenthood, including psychophysical preparation for childbirth,
6. preparation for childbirth (including knowledge of technical equipment in obstetrics and their use),
7. analgesia, anaesthesia and resuscitation,
8. physiology and pathology of the new-born,
9. new-born care and supervision,
10. psychological and social factors.

practical tuition under professional supervision:

1. counselling for pregnant women, including the performance of at least 100 prenatal examinations,
2. supervision and care of at least 40 pregnant women, conducting at least 40 births; if this number cannot be achieved due to the lack of women giving birth, it can be reduced to a minimum of 30 births provided that she assists in another 20 births, assistance in one/two forceps births,
3. experience with episiotomy and introduction to suturing,
4. supervision and care of 40 women with high-risk pregnancy or childbirth, or postpartum care,
5. supervision and care, including examination of at least 100 females in postpartum and healthy new-borns,
6. supervision and care of mothers and new-borns, pre-term, post-term, underweight or ill,
7. Care of women with pathological conditions in the fields of gynaecology and obstetrics,
8. Initiation into care common pathological cases in internal medicine and surgery.

Courses that must be included in the midwifery bachelor's degree study program in addition to profile courses:

general courses:	social sciences:
Basics of Anatomy and Physiology, Basics of Pathology, Basics of Bacteriology, Virology and Parasitology, Basics of Biophysics, Biochemistry and Radiology, Paediatrics with special attention to new-borns, Hygiene, Health education, Preventive medicine, Early diagnosis of diseases, Nutrition and Dietetics with special attention to women, new-borns and infants, Basics of Pharmacology, Sex life education and family planning,	Basics of Sociology and socio-medical problems, Psychology, Principles and methods of learning, Health and social legislation and organization of health care, Professional ethics and legislation, Legal protection of mother and child.

Study field PUBLIC HEALTH, bachelor study programme public health – public health worker

Duration: in full-time study for three years and includes at least 2,950 hours of theoretical teaching and practical teaching, of which practical teaching is at least 1,504 hours. The study includes mandatory continuous practice of at least four weeks at a public health workplace.

Profile courses/ specific courses for public health:

1. basics of public health,
2. microbiology,
3. epidemiology,
4. basics of prevention,
5. basics of hygiene,
6. basics of health policy,
7. health statistics,
8. environmental health,
9. health protection,
10. state health supervision,
11. occupational health,
12. objectification of living and working environment factors,
13. health support and education,
14. demography,
15. social determinants of health,
16. human ecology,
17. epidemiology of infectious diseases and chronic (non-infectious) diseases - especially the prevention and control of diseases in the population.

practical teaching under professional supervision:

1. workplaces of microbiology,
2. workplaces of epidemiology,
3. workplaces of preventive occupational medicine,
4. health counselling workplaces,
5. selected workplaces of medical facilities,
6. excursions to businesses,
7. hygiene laboratories focused on environmental hygiene, excursions to hydrometeorological institutes, wastewater treatment plants, municipal solid waste landfills, etc.
8. public health authorities.

Study field PUBLIC HEALTH, master study programme public health – public health worker

Duration: The two-year full-time form of study is organized in such a way that the study according to the recommended study plan corresponds, depending on the study program, to the student's work in the range of 1,500 to 1,800 hours per academic year (3,000 to 5,400 hours), including independent study and independent creative activity, depending on the study program. In the external form of study, three years in the range of 750 to 1440 hours per academic year (2250 - 4320 hours), including independent study and independent creative activity and practice.

Profile courses directly related to public health:

1. Basics of field epidemiology,
2. hospital epidemiology,
3. vaccinology,
4. community medicine and preventive programs in public health,
5. occupational health service and occupational diseases,
6. management and economics of healthcare,
7. health policy and health law,
8. biostatistics,
9. state health supervision, state food supervision and documentation in public health,
10. health protection and promotion.

Study field HEALTH SCIENCES

1. study programme laboratory investigation methods in health care - medical laboratory technician
2. study programme emergency medical care – paramedic
3. study programme physiotherapy - physiotherapist
4. radiological technology study programme – radiological technician
5. dental hygiene study programme - dental hygiene
6. study programme physiological and clinical nutrition - nutritional therapist

Study field of MEDICAL SCIENCES, study programme of **laboratory investigation methods in health care** – medical laboratory technician

Duration: in full-time study for three years and includes at least 3,300 hours of theoretical teaching and practical teaching, of which practical teaching is at least 1,650 hours. The study includes mandatory continuous clinical practice of at least four weeks at the workplace of the joint investigation and treatment components.

Profile courses/ specific courses for laboratory investigation methods in healthcare: bachelor study programme:

1. laboratory technology,
2. analytical chemistry,
3. biochemistry,
4. investigative methods in biochemistry,
5. investigative methods in microbiology,
6. investigative methods in haematology and transfusion,
7. investigative methods in histopathology,
8. investigative methods in immunology and genetics,
9. investigative methods in clinical cytology,
10. investigative methods in toxicology,
11. basics of hygiene,
12. basics of management,

Practical teaching:

1. Department of Clinical Microbiology,
2. department of Histology and histological technology,
3. Department of Clinical Biochemistry,
4. Department of Haematology and Transfusion,
5. Department of Clinical Cytology.

Courses that must be included in the study programme of laboratory investigation methods in healthcare bachelor's degree, in addition to profile courses:

Medical courses:	Humanities courses:
Anatomy and Physiology, Pathology, First aid, Haematology, Microbiology, Nuclear medicine, Genetics, Toxicology, Biophysics.	Psychology and professional communication, Foundations of ethics, Law and legislation in the health sector, basics of Economics, Applied research, Latin language.

Study field of MEDICAL SCIENCES, study programme physiotherapy – physiotherapist

Duration: in full-time study for three years and includes at least 3,570 hours of theoretical teaching and practical teaching, of which practical teaching is at least 2,040 hours. The study also includes mandatory clinical practice of at least ten weeks in preventive therapeutic health care facilities.

Profile courses/ physiotherapy courses:

1. kinesiology and patho kinesiology,
2. functional diagnostics of the locomotion system,
3. kinesiotherapy methods,
4. electro phototherapy,
5. balneo-, climate-, hydro- and thermotherapy,
6. massages,
7. reconditioning-relaxation exercises,
8. kinesiotherapy in clinical departments,

Clinical tuition, physiotherapy practice:

1. physiotherapy in individual clinical departments - neurology, orthopaedics, surgery, trauma surgery, internal medicine, geriatrics, paediatrics, long-term patient wards,
2. physiotherapy at the workplaces of psychiatry, balneology and medical rehabilitation, specialized rehabilitation and spa facilities.

Courses that must be included in the physiotherapy bachelor's degree study program in addition to profile courses:

Medicinal courses:	Humanities courses:
Anatomy and Physiology, Pathology, Preventive medicine, Internal medicine, Orthopaedics and prosthetics, Surgery and trauma surgery, Geriatrics, Neurology, Paediatrics, Gynaecology and obstetrics, Pharmacology, Nursing, First aid, Health care organization, Science of nutrition.	Psychology, Pedagogy and sociology, Professional ethics, Communication in physiotherapy, Law and legislation, Basics of research in physiotherapy, Fitness training.

Study field of MEDICAL SCIENCES, master study programme physiotherapy – physiotherapist

Duration: The two-year full-time form of study is organized in such a way that the study according to the recommended study plan corresponds, depending on the study programme, to the student's work in the range of 1,500 to 1,800 hours per academic year (3,000 to 5,400 hours), including independent study and independent creative activity, depending on the study programme. In the external form of study, three years in the range of 750 to 1440 hours per academic year (2250 - 4320 hours), including independent study and independent creative activity and practice

Profile courses directly related to physiotherapy:

1. physiotherapy and special methodologies,
2. developmental kinesiology and patho kinesiology,
3. occupational therapy and ergo-diagnostics,
4. pathophysiology and pain therapy,
5. management in physiotherapy,
6. economy in physiotherapy,

Courses that must be included in the physiotherapy master's degree study program in addition to profile courses:

Medicinal courses:	Humanities and other courses:
Physical education medicine	Community rehabilitation, diploma seminar, Research in physiotherapy, Health law and legislation, Social psychology, Basics of statistics, Health and social insurance, Physical education and sports for disabled

Study field of MEDICAL SCIENCES, study programme emergency medical care – paramedic

Duration: in the full-time form of study for three years and includes at least 3,370 hours of theoretical teaching and practical teaching, of which practical teaching is at least 1,850 hours. The study includes continuous professional practice for four weeks and training courses focused on rescue issues in specific conditions (mountain rescue service, water rescue service, air rescue service and fire rescue service).

Profile courses/ specific courses of emergency health care:

1. emergency medicine,
2. first aid,
3. emergency medical care,
4. basics of anaesthesiology and intensive care,
5. basics of cartography and topography,
6. medical and crisis management,
7. radiation protection, radiation incident, radiation emergency and radiation accident

Practical tuition:

1. in an institutional health facility at the departments of surgery, internal medicine, paediatrics, gynaecology and obstetrics, anaesthesiology and intensive care medicine, intensive care units and emergency admissions,
2. at the operation centre of the emergency medical service,
3. in the emergency medical service,
4. in other components of the integrated rescue system in the form of an excursion.

Courses that must be included in the emergency health care bachelor's degree study programme, in addition to profile courses:

Medicinal courses:	Humanities courses:
Anatomy and Physiology, Pathophysiology, basics of Biophysics, Biochemistry and Radiology, Microbiology, Epidemiology and Hygiene, Pharmacology and Toxicology, Clinical propaedeutics, Nursing techniques, Latin language, Internal medicine, Surgery and trauma surgery, Gynaecology and obstetrics, Paediatrics, Neurology, Psychiatry.	applied Psychology and Sociology, Professional ethics, Professional communication, Law and legislation, basics of research, Physical training and condition

Study field of MEDICAL SCIENCES, study programme dental hygiene– dental hygienist

Duration: in full-time study for three years and includes at least 3,500 hours of theoretical teaching and practical teaching. Practical teaching is in the scope of at least 2,040 hours of teaching. The study includes mandatory continuous clinical practice of at least four weeks at the dental hygiene clinic, at specialized workplaces of paediatric dentistry and periodontology.

Profile courses/ specific dental hygiene items:

1. tooth morphology,
2. embryology of teeth,
3. dental hygiene,
4. pathophysiology and clinic of diseases focusing on the oral cavity,
5. dental materials,
6. periodontology,
7. dental instrumentation,
8. conservative dentistry, radiology in dental hygiene, dental prosthetics and maxillofacial orthopaedics,
9. paediatric dentistry,
10. dentoalveolar surgery,
11. Analgesia and Anaesthesiology,
12. oral hygiene education

Practical tuition:

1. workplace of dental hygiene,
2. specialized workplaces of children's dentistry and periodontology.

Courses that must be included in the dental hygiene bachelor's degree study programme, in addition to profile courses:

Medicinal courses:	Humanities courses:
Anatomy and Physiology of the head, Pathology of oral cavity organs, basics of Biophysics, Biochemistry and Radiology, Microbiology, Epidemiology and Hygiene, Preventive dentistry, basics of Pharmacology, Dental Propaedeutics, Nutrition with regard to oral health.	Psychology, Pedagogy and Sociology, Professional ethics, Professional communication, Law and legislation, basics of Research, work ergonomics.

Study field of MEDICAL SCIENCES, study programme physiological and clinical nutrition – nutritional therapist

Duration: lasts three years in full-time study and includes at least 4,500 hours of teaching, of which practical teaching represents at least 1,700 hours, takes place in specialist classrooms, medical nutrition and catering departments, ambulatory health care workplaces and institutional health care workplaces, spas facilities, health counselling centres aimed at dealing with overweight and obesity, and in common catering facilities. The study also includes continuous clinical practice of at least four weeks in the medical nutrition and catering departments.

Profile courses/ specific courses of physiological and clinical nutrition:

1. chemistry – medicinal and food processing,
2. biochemistry and metabolism,
3. economy of catering operation,
4. nutrition epidemiology,
5. physiological nutrition,
6. food and nutrition hygiene,
7. nutritional propaedeutics,
8. nutritional advice,
9. clinical nutrition,
10. dietetics,
11. culinary technology,
12. basics of health management,
13. food preparation technology

Practical teaching and professional clinical tuition:

1. nutritional therapy in the clinical departments of internal medicine, neurology, surgery, oncology, geriatrics, paediatrics and gynaecology and obstetrics,
2. nutritional therapy in medical nutrition and catering departments and in spa facilities,
3. professional experience in communal catering establishments and nutritional clinics.

Courses that must be included in the physiological and clinical nutrition bachelor's degree study program, in addition to profile courses:

Medicinal courses:	Humanities courses:
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<p>Anatomy and Physiology, Biology, Pathology and Pathological physiology, Pharmacology, Hygiene and Epidemiology, Surgery, Microbiology, Oncology, Paediatrics, Preventive medicine, Healthcare organization, First aid, Internal medicine, Gynaecology and Obstetrics, Psychiatry, Geriatrics, Neurology, Allergology, Immunology and other clinical fields.</p>	<p>Basics of Nursing, Pedagogy and Health education, Professional communication, Professional ethics, Health law, Sociology, General and developmental Psychology, basics of research, Information systems in healthcare, foreign language, Latin.</p>
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Study field of MEDICAL SCIENCES, study programme radiological technique - radiological technician

Duration: First-level university education in the bachelor's study programme in the study field of radiological technology lasts three years in the full-time form of study and includes at least 3,500 hours of theoretical teaching and practical teaching, of which practical teaching is at least 1,140 hours. The study also includes mandatory clinical practice of at least four weeks at radiological workplaces.

Profile courses/ specific courses specific courses of radiological technology:

1. radiological physics,
2. radiology,
3. radiobiology,
4. basics of nursing,
5. radiation oncology,
6. nuclear medicine,
7. protection against ionizing radiation.

Practical teaching carried out under professional supervision in medical facilities at workplaces:

of radiology, nuclear medicine, radiation oncology, computed tomography, nuclear magnetic resonance and interventional radiology and nuclear medicine departments.

Courses that must be included in the radiological technology bachelor's degree study program in addition to profile courses:

Medicinal courses:	Humanities courses:
Anatomy and Physiology, Topographical anatomy, Pathology, Microbiology, Preventive medicine, Pharmacology, Internal medicine, Surgery, First aid, Clinical oncology.	Psychology, Pedagogy and Sociology, Professional ethics, Professional communication, Law and legislation, Basics of research.

Annex 2

Application for modification of the study programme

University: Slovak Medical University in Bratislava

Faculty: *select*

Application is submitted by: state the name of responsible person (guarantor)

Type of study programme: standard

Name of study programme: *fill in*

Name of study field: *fill in*

Level of university education: *select.*

Form of study: *select*

Method of study *select*

Language/language of study programme tuition: *fill in*

Place/where is the study programme conducted (address): *fill in*

The proposal for modification of the study programme approved by the Faculty Quality Council on:

The request to adjust the study programme reviewed by the Faculty Quality Council on:

.....
Signature of the Chairman of the Faculty Board for IQAS

I hereby request the following change in the accredited study programme:

- ☐ change of the person responsible for the study programme
- ☐ addition/deletion of a core course.
- ☐ addition/deletion of an elective course
- ☐ Modification of the course (time allocation, credit allocation, content, assessment).
- ☐
- ☐

Justification:

Date:
signature of the submitter

The request to adjust the study program received by the Board of IQAS of the SMU on:

Assigned IQS brand:

The request to adjust the study programme reviewed in the Board for IQAS of the SMU on:

Opinion of the Board for IQAS of the SMU

The Board for IQAS of the SMU the request to adjust the study programme approves ☐

☐ does not approve.

Justification why the Board for IQAS of the SMU did not agree with the submitted application:

Date:

.....

Signature of the Chairman of the Board of IQAS of the SMU