



## Guide to the Pre-Practical Placement Physician Assistance (B.Sc.) degree programme

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### 1. Why is there a pre-placement?

The pre-clinical placement is designed to give you a realistic insight into medical practice before you begin your studies.

You will learn about workflows in the healthcare sector and gain initial experience in dealing with patients.

**The work placement is a prerequisite for admission to the degree programme (Section 3(4) of the Study Regulations).**

### 2. How long does the pre-study placement last?

In accordance with **Section 3(4) of the SPO**:

- At least **6 weeks of practical work**
- On a **full-time** basis
- or
- On a **part-time** basis, with a **correspondingly longer total duration**
- Individual periods should generally last **at least 2 consecutive weeks**
- The work placement should generally be **completed before the start of the degree programme**

### 3. Where can the pre-clinical placement be undertaken?

The placement must take place in a **medical facility involving contact with patients** (Section 3(4) SPO – relevant prior practical experience).

Suitable facilities include, for example:

- Hospitals (all specialities)
- University hospitals
- Rehabilitation clinics
- Physiotherapy or occupational therapy practices
- Medical practices
- Medical care centres (MVZ)
- A&E / emergency services
- Inpatient or outpatient care facilities
- Hospice and palliative care

**Jobs that do not involve contact with patients or purely administrative tasks are not suitable.**

#### **4. Can I have my prior experience recognised?**

In accordance with Section 3(4), third sentence, of the SPO, practical experience already gained may be recognised as a pre-clinical placement. The prerequisite is always that the experience must be relevant and involve contact with patients.

**Recognition is granted on a case-by-case basis, based on the evidence submitted.**

#### **4.1 Vocational training**

**Completion of a training programme in a healthcare profession may be recognised in full as a pre-placement work experience placement. Examples:**

- Care worker for the elderly
- Anaesthesia technician
- Occupational therapist
- Paediatric nurse
- Registered nurse
- Midwife
- Speech and language therapist
- Medical laboratory technician for functional diagnostics
- Medical laboratory assistant
- Medical assistant
- Medical technologist
- Surgical assistant
- Orthoptist
- Pharmaceutical technician
- Physiotherapist
- Paramedic or emergency paramedic
- Dental assistant
- Registered nurse

In individual cases, other comparable qualifications may also be recognised.

#### **4.2 FOS/BOS Health**

Attending a FOS/BOS in the healthcare stream does not automatically replace the pre-placement work experience.

However, the practical placements completed as part of the FOS/BOS programme may be recognised, provided that:

- they took place in the medical or nursing sector,
- there was direct contact with patients,
- the activities correspond to a relevant pre-placement internship within the meaning of Section 3(4) SPO.

Parts of the practical placements may also be credited. Any missing periods may be supplemented by additional relevant internships.

#### **4.3 Voluntary Social Year (FSJ) or a Federal Voluntary Service in the healthcare sector**

A Voluntary Social Year (FSJ) or Federal Voluntary Service (BFD) in the healthcare sector may be recognised as a pre-clinical placement provided that:

- it was carried out in the medical or nursing field,
- there was direct contact with patients,
- the activities correspond to a relevant pre-clinical placement within the meaning of Section 3(4) of the SPO.

Here too, partial periods may be credited.

Any missing periods may be supplemented by further relevant activities.

## 5. How do you provide evidence of the pre-placement?

The following documents must be submitted:

- Official certificate from the SSZ **or**
- Confirmation of the placement from the organisation, stating:
  - Duration
  - Hours per week
  - Description of duties
  - Stamp and signature

## 6. By when must the evidence be provided, and what happens in the event of delays?

The standard deadline for submitting proof of completion is:

**30 September of the relevant application year.**

What happens if I am unable to complete the internship on time?

If you are unable to complete the pre-internship by the deadline for **reasons beyond your control**, the following applies in accordance with **Section 3(4) sentence 4 of the Study Regulations (SPO)**:

- You must submit an informal application to the Student Services Centre (SSZ).
- The Examination Board will decide on the next steps.
- An individual extension will be set in consultation with the internship coordinator.

Important: If proof is not provided within the set deadline, enrolment will automatically cease in accordance with **Section 3(4), sentence 5, in conjunction with Section 7(4) of the Study Regulations**.

Irrespective of this, **Section 7(4) of the Study Regulations** stipulates that proof of the full duration of the pre-practical placement must be provided **by the start of the third semester of the study programme** at the latest.

### Important notes:

- Plan your placement well in advance.
- Ensure you have sufficient contact with patients.
- Keep all certificates in a safe place.
- If in doubt, check in advance whether your work can be recognised.

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### Contact

For questions regarding the content or recognition:  
Practice-based Physician Assistant

For questions regarding deadlines or submission:  
Student Services Centre (SSZ)