

PROCEDURE OF PUBLIC HEALTH PRACTICE OF THE STUDENTS OF VETERINARY MEDICINE STUDY PROGRAMME OF VETERINARY ACADEMY OF THE LITHUANIAN UNIVERSITY OF HEALTH SCIENCES

I. GENERAL PART

1. The Procedure of Public Health Practice (hereinafter – Practice) for students of the Veterinary Medicine study program of the Veterinary Academy of the Lithuanian University of Health Sciences (hereinafter – the University) was prepared in accordance with:
 - 1.1. Law on Education and Science of the Republic of Lithuania. No. XI-242, 29/06/2016 (Amendment Act No. XV-86, 19/12/2024).
 - 1.2. Law on Veterinary Activities No. I-2110, 17/12/1991 (Amendment Act No XIV-3130, 12/11/2024).
 - 1.3. Decree of the Minister of Education and Science of the Republic of Lithuania “On confirmation of an Example Form for Student’s Placement Learning Agreement” (No. V-1011, 16/11/2016).
 - 1.4. Regulation of the Studies of the Lithuanian University of Health Sciences (approved by the Decree No. 181-03 of the LSMU Senate on 20/06/2024).
 - 1.5. Directive 2013/55/ES of European Parliament and Council “On the Recognition of Professional Qualifications” (20/11/2013).
 - 1.6. Manual of Standard Operating Procedure (ESEVT SOP, 08/06/2023).
 - 1.7. Description of Veterinary Study Field (Decree of Minister of Education, Science and Sport No V-1687, 04/11/2020).
 - 1.8. Decree of State Food and Veterinary Service (hereinafter referred to as SFVS) on Quality assurance programme DR-7 „Descriptions of rules and procedures for domestic and international pupils, students and persons performing voluntary placements at SFVS“ (No. B1-176, 09/03/2020).
2. This procedure determines the implementation and settlement of the Practice.
3. The Practice is organized by the Department of Veterinary Pathobiology of the Faculty of Veterinary Medicine of the University (hereinafter – Department).

II. MAIN DEFINITIONS

4. **Public Health Practice** – a part of undergraduate studies, during which a student of Veterinary Medicine study programme, supervised by the practice supervisor in accordance with this Procedure, gains the practical skills, abilities and experience necessary for self-dependent work in State Food and Veterinary Service.
5. **Procedure of Public Health Practice** combines the study content, methods, material resources and involvement of the academic and professional staff together with the description confirmed by the Council of the Faculty of Veterinary Medicine of Veterinary Academy of the University.

6. **Public Health Practice Coordinator (hereinafter – Practice coordinator)** – a person appointed by the Dean of the Faculty of Veterinary Medicine on the recommendation of the Head of the Department, responsible for coordinating Public Health Practice.
7. **Public Health Practice Administrator (hereinafter – Practice administrator)** – a person appointed by the head of the Department responsible for the administration of Public Health Practice.
8. **Public Health Practice Supervisor (hereinafter – Practice supervisor)** – a civil servant, veterinarian, or employee appointed by the director of the State Food and Veterinary Service or a person authorized by him or the manager of the practice base, working at the practice base under an employment contract, with at least 3 years of experience length of service according to professional qualification.
9. **Public Health Practice Base (hereinafter – Practice base)** – Departments of the State Food and Veterinary Service (hereinafter – SFVS departments) – Units of the State Food and Veterinary Service, Territorial units of the State Food and Veterinary Service.

III. GOAL AND OBJECTIVES OF PUBLIC HEALTH PRACTICE

10. The goal – to learn the acquired theoretical knowledge and primary practical skills acquired while studying at the Veterinary Medicine study programme, to apply them to the independent work of a veterinarian, to perform State veterinary control, implementing special veterinary public health legislation.
11. Students should complete at least 3 objectives during Public Health practice.
12. The objectives in administrative services activity:
 - 12.1. to get acquainted with the structure and functions of the Centralized Permit Issuing Department of the SFVS and/or the District Services Department of SFVS;
 - 12.1.1. to get acquainted with the requirements for issuing veterinary documents for animals, animal products and non-animal food and feed products exported to other EU member states or third countries, to participate in the evaluation of consignments of animals or animal products before issuing veterinary documents;
 - 12.1.2. to get acquainted with the registration and approval procedures of veterinary control objects and participate in the evaluation of the veterinary control object before approval or registration;
 - 12.1.3. to get acquainted with the procedure for approval and registration of food handling entities and participate in the assessment of a food handling entity before approval or registration;
 - 12.1.4. to get acquainted with the procedure for keeping farm animals and registration of farm animals and participate in entering data into information systems;
 - 12.1.5. to get acquainted with the requirements for registration and approval of feed business entities and participate in the assessment of feed business entities before approval or registration;
 - 12.1.6. if the Practice is carried out in the Vilnius, Kaunas or Klaipėda districts SFV Service departments, to get acquainted with the storage requirements of the warehouses where certain categories of goods, imported from third countries intended for the non-European Union market are stored and the documents issued during the import and export of goods*;
 - 12.1.7. if the practice is carried out in the Central Licensing Department of the SFV Services department, to get acquainted with the requirements of the legal acts of food supplements and special purpose food products and the notification procedure*;
 - 12.1.8. if the practice is carried out in the Central Licensing Department of the SFV Services department Services Department, to get acquainted with the issued permits related to veterinary drugs*.

* If these types of services / activities are carried out during the period of practice

13. The objectives in the State control:

13.1. to get acquainted with the structure and functions of the Supervision Department of the SFVS and/or the Supervision Department's regional SVFS Supervision division;

13.1.1. animal health area:

13.1.1.1. epizootic investigation; to participate in the epizootic study of animal infectious diseases, prepare the analysis of epizootic cases of foci of animal infectious diseases; to participate in the sample collection activity for infectious diseases of animals, to fill in the act of collection of samples for testing infectious diseases in personal;

13.1.1.2. State control of the use and supply of veterinary drugs to the market; participate in control inspections of the supply and use of veterinary drugs, to get acquainted with the requirements for filling out documentation for the use of drugs in farms, veterinary pharmacies;

13.1.1.3. the hunting veterinary care State control; participate in the inspection of hunting area users; to get acquainted with the legal acts regulating veterinary care in hunting ;

13.1.1.4. State control of animal collection centers and quarantine points; to get acquainted with the legal acts regulating the activities of animal collection centers and quarantine points; participate in the inspection of the business entity's*; to get acquainted with the field's control questionnaires, the procedure for filling them out; perform an analysis of the identified violations;

13.1.1.5. State veterinary control of feed business entities; get acquainted with the legal acts regulating the activities of feed business entities; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;

13.1.1.6. State veterinary control of companies handling animal by-products; to get acquainted with the legal acts regulating the activities of animal by-products management companies; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;

13.1.1.7. control of economic entities performing agricultural activities; to get acquainted with the legal acts regulating the activities of economic entities engaged in agricultural activities; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;

13.1.1.8. control of marking and accounting of farm animals; to get acquainted with the legal acts regulating the marking and accounting of farm animals; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violation;

13.1.2. animal welfare area:

13.1.2.1. State veterinary control of the welfare of farm animals and pets; to get acquainted with the legislation regulating the welfare of farm animals and pets; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;

13.1.2.2. State veterinary control of animal transporters and vehicles transporting animals; to get acquainted with the legal acts regulating the activities of animal transporters; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;

13.1.2.3. State veterinary control of requirements for pet breeders; to get acquainted with the legal acts regulating the activities of pet breeders; participate in the inspection of

* If these types of services / activities are carried out during the period of practice

- the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
- 13.1.2.4. State veterinary control of trade in pet animals; to get acquainted with the legislation regulating trade in pet animals; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
- 13.1.2.5. investigation and analysis of complaints about animal welfare violations; to get acquainted with the legal acts regulating the complaint investigation procedure at the SFVS;
- 13.1.3. animal origin food area:
 - 13.1.3.1. performance of state control of meat processing enterprises; to get acquainted with the legal acts regulating the activities of meat processing companies; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
 - 13.1.3.2. performance of state veterinary control of milk processing companies; to get acquainted with the legal acts regulating the activities of milk processing companies; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
 - 13.1.3.3. performance of State veterinary control of fish processing companies; to get acquainted with the legal acts regulating the activities of fish processing companies; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
 - 13.1.3.4. control of other animal origin products (honey, eggs, etc.); to get acquainted with the legal acts regulating activities; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
- 13.1.4. non animal origin food area:
 - 13.1.4.1. control of non-animal origin food production companies; to get acquainted with the legal acts regulating the activities of non-animal food production companies; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
 - 13.1.4.2. control of food trading entities; to get acquainted with the legal acts regulating food trade; participate in the inspection of the business entity's activities*; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations;
 - 13.1.4.3. control of economic entities of primary food production; to get acquainted with the legal acts regulating the activities of economic entities of primary food production; participate in the inspection of the business entity's activities; to get acquainted with the field's control questionnaires, their filling procedure; perform an analysis of the identified violations.

* If these types of services / activities are carried out during the period of practice

IV. ORGANIZATION AND IMPLEMENTATION OF PUBLIC HEALTH PRACTICE

14. Public Health Practice is mandatory for all students of the Veterinary Medicine study programme.
15. Practice is carried out in accordance with the study plan of the Veterinary Medicine study programme during the autumn semester, i.e. in October (Student stream I) or December (Student stream II). It can also take place at other times, following an individual timetable, set up in accordance with the Regulations for Studies of the University.
16. The volume of Practice is 80 hours (3 ECTS), of which 1.5 hours are given to introduce the students about the practice procedure, the requirements for the report writing, and to present other relevant information, 54 hours – for the development of practical skills at the Practice base (7 working days) 23 hours – for writing a practice report, 1.5 hours – for assessment.
17. The student performs the Practice independently, following the principles of academic honesty, and in compliance with the Regulations for Studies of the University.
18. The student performs the Practice in the Practice base under the guidance of two Practice supervisors: the Practice supervisor for providing administrative services and the Practice supervisor for state veterinary control. If the Practice takes place outside of Lithuania, the student can be guided by one or more Practice supervisors at the Practice base.
19. It is recommended to choose a Practice base where there is an opportunity to implement the goal and tasks of Public Health Practice.
20. A recommendatory list of Practice bases is annually prepared by SFVS. The main criteria for selection of Practice bases are these:
 - 20.1. the Practice bases are located in different areas of Lithuania;
 - 20.2. the Practice base provides conditions necessary for students to develop the practical skills;
 - 20.3. the Practice base has a sufficient number of civil servants, veterinarians, or employees working in the Practice base under employment contracts, to provide the supervising role.
21. Practice administrator prepares an online Practice registration form in Moodle and informs students about the registration time.
22. Foreign students choose the Practice base in the foreign country or can perform the Practice in Lithuania.
23. SFVS organizes the admission of students to the Practice bases, considering the Practice schedule, prepared by Practice administrator.
24. A tripartite agreement is signed between the University, the Practice base and the student (Annex 1). The University is represented by a person, approved by the Rector's order. Within 5 working days after signing the agreement, one copy of the agreement must be delivered to the Practice administrator in person or via mail: *Lithuanian University of Health Sciences, Veterinary Academy, Department of Veterinary Pathobiology, Tilzes str. 18, LT-47181 Kaunas*.
25. For Practice in foreign countries, a tripartite agreement is signed by the University, the student and the Practice base.
26. Having completed the Practice programme, the student writes the Public Health Practice report (hereinafter – Report).
27. Report should be written following the instructions in Annexes 2 and 3, and submitted to the Practice administrator
28. The assessment criteria of the Practice are provided in Chapter X of this Procedure.

V. FUNCTIONS OF THE COORDINATOR OF PUBLIC HEALTH PRACTICE

29. Practice coordinator:
 - 29.1. ensures that Practice is organized in compliance with the Procedure of Public Health Practice approved by the Council of the Faculty of Veterinary Medicine;
 - 29.2. informs the students about the assessment of Practice and advises on writing the Report;

- 29.3.ensures that Practice agreements are prepared and delivered to students on time;
- 29.4.cooperates with Practice supervisors on the improvement of the content, organization and implementation of Practice;
- 29.5.performs the training of Practice supervisors;
- 29.6.controls the implementation of Practice;
- 29.7.at the end of Practice organizes an anonymous survey of the students, analyses the responses and makes decisions based on the results of the survey.

VI. FUNCTIONS OF THE ADMINISTRATOR OF PUBLIC HEALTH PRACTICE

- 30. Practice administrator:
 - 30.1.organizes the meeting for students and Veterinary Law, State Veterinary, Veterinary Management and Public Health teachers to inform students about the regulations, performance and organization of Practice;
 - 30.2.informs SFVS about the time of Practice;
 - 30.3.following SFVS recommendations, prepares a list of recommended Practice bases and provides it to students;
 - 30.4.prepares Practice agreements and delivers them to students;
 - 30.5.manages Practice course in Moodle.

VII. FUNCTIONS, RIGHTS AND RESPONSIBILITIES OF THE PRACTICE SUPERVISOR

- 31. Practice supervisor:
 - 31.1.supervises the student during Practice time and facilitates the improvement of the student's theoretical knowledge and practical skills;
 - 31.2.informs the student about the requirements for biosafety, safety at work, and confidentiality;
 - 31.3.if necessary, informs (via e-mail) the Practice coordinator about any disturbances or student's misconduct;
 - 31.4.assesses the student's skills acquired during Practice by writing a mark and signing A logbook of Student Progress (Annex 4).

VIII. RIGHTS AND RESPONSIBILITIES OF THE STUDENT

- 32. A student should:
 - 32.1.complete the Practice programme;
 - 32.2.submit the Practice agreement signed by all parties to the Practice base no later than one working day before the date of entry into force of the agreement;
 - 32.3.submit to the Practice base a valid health check-up certificate according to the risk factors provided by the Practice base no later than one working day before the start of the practice;
 - 32.4.follow the rules of biosafety, safety at work, and confidentiality of the Practice base;
 - 32.5.respect the principles of academic honesty and veterinary ethics;
 - 32.6.fill in A logbook of Student Progress (Annex 4) and A logbook of daily tasks (Annex 5);
 - 32.7.submit the Report to the Practice administrator on time.
- 33. A student has the right:
 - 33.1.to get consultations from the Practice coordinator about the organization and implementation of Practice, and the requirements for the Report;
 - 33.2.to inform in writing the Practice coordinator about any disturbances of the Practice.

IX. FINAL STEPS

34. Having completed Practice, the student prepares the Practice report (Annexes 2 and 3) and uploads it to the Practice Course in Moodle. Students are informed about the deadline during the meeting, before leaving for the Practice base, the information is also uploaded in the Moodle.
35. All parts of the Report should be completed, otherwise, it will not be assessed:
 - 35.1. during Practice, the student daily fills in written A logbook of Student Progress (Annex 4), and A logbook of daily tasks (Annex 5) and provides them to the Practice supervisor to evaluate and sign;
 - 35.2. Journals of Annexes 4 and 5 should be signed and stamped by the Practice supervisor (signature and stamp on the last page of the journals).
36. Assessment of Practice is organized at the time specified in the study plan.

X. ASSESSMENT OF PUBLIC HEALTH PRACTICE

37. Student's knowledge acquired during Practice is assessed in accordance with the rules of Chapter VIII of the Regulations for Studies of the University.
38. During the Practice the student's practical skills are assessed by the Practice supervisor; the Report is assessed by the Commission set by the Head of responsible department.
39. For the final assessment of the student's Practice, a formula is used:
 $BV = A \times 0.4 + B \times 0.6$
BV – 100 % – assessment of Public Health Practice;
A – 40 % – assessment by the Practice supervisor (1.0 to 10.0 points);
B – 60 % – assessment by the Assessment Commission (1.0 to 10.0 points). Detailed requirements for the assessment are described in Annexes 4 and 6.
40. Both (A and B) parts should be assessed with a score at least 5 points each. If the practice is carried out in several Practice bases, the evaluations of the Practice supervisors are calculated in proportion to the number of hours completed in the respective base, and the Practice Assessment Commission evaluates the practice Report as one unit.
41. If, during the assessment of the Report, academic dishonesty (copying, plagiarism, duplication or falsification of data) is detected, action is taken in accordance with the rules of Chapter VIII, Section 11, and Chapter XIII of the Regulation for Studies of the University.

FINAL PROVISIONS

42. Students have the right to appeal and complain:
 - 42.1. Regarding the assessment and assessment procedures; the student has the right to appeal in accordance with the provisions of the Regulation for Studies of the University;
 - 42.2. In cases of harassment, sexual harassment, pursuit or violence; the student may contact the University administration directly or fill in the report form in the Academic Ethics section of the University website in Lithuanian or English, as specified in the Rules of Prevention of Harassment, Sexual Harassment, Pursuit and Violence of Lithuanian University of Health Sciences. Free psychological assistance is provided to the University staff and students who have experienced discrimination, harassment or other degrading events;
 - 42.3. Regarding disputes with the administration and other employees in accordance with the University Student Dispute Resolution Procedure with the Administration and other Employees.
43. The procedure comes into force on September 1st, 2025.

REGISTERED
 LSMU VA Faculty of Veterinary Medicine
 Dean of Faculty of Veterinary Medicine
 Prof. Rolandas Stankevičius

CONTRACT OF PRACTICAL TRAINING OF THE STUDENT

Lithuanian University of Health Sciences (hereinafter – University), represented by dean of the LSMU Faculty of Veterinary Medicine prof. Rolandas Stankevičius, acting according to the order of the Rector of the University of 29 June 2022, no. 2022-V-0191,(hereinafter – receiving organization), represented by acting on the basis of the company and student (hereinafter together referred to as parties) have concluded the following contract according to the laws of the Republic of Lithuania:

I. GENERAL PROVISIONS

1. This contract is formed for the whole period of the practice of the student in the receiving organization (hereinafter – practice).

2. Student performs practice according to practice plan (program). Following the practice plan (program) this contract shall indicate:

2.1. objective of the practice – to apply the theoretical knowledge and initial practical skills acquired while studying the Veterinary Medicine study program in real-life practical situations. This includes addressing issues related to public health, food safety, and the implementation of administrative and official supervision and control functions in activities regulated by veterinary control;

2.2. expected practice results – to be able to apply the theoretical knowledge and initial practical skills acquired while studying the Veterinary Medicine study program in real-life practical situations. This includes addressing issues related to public health, food safety, and the implementation of administrative and official supervision and control functions in activities regulated by veterinary control. Students will be familiar with and able to apply official state control measures in practice, including veterinary medicine market inspections, the epidemiological monitoring of animal infectious diseases, quarantine checkpoints, feed production facilities, and the state control of by-products of animal origin, as well as the marking and registration of farm animals. While carrying out official supervision and control functions, students will be able to practically apply the legal framework for animal welfare by conducting state veterinary control of farm and companion animal welfare, as well as overseeing breeders, traders, and animal transporters. In performing administrative and official supervision functions, students will be able to apply practical inspection measures in food production and trade enterprises dealing with both animal and non-animal food products and analyze identified violations.

2.3. duration of the practice – the practice begins on _____ ;

(day, month, year)

and ends on _____ ,

(day, month, year)

the scope of practice 3 ECTS credits (80 hours in total, 54 hours in Practice base (7 working days));

(the number of study credits)

2.4. other practice fulfillment conditions and order _____ .

II. PARTIES RIGHTS AND OBLIGATIONS

3. University undertakes:

3.1. to guarantee the necessary theoretical and practical preparation of the student, who is sent for practice;

3.2. to combine student's practice tasks with the receiving organization;

3.3. to appoint the University lecturer (hereinafter – practice coordinator), who controls student's practice process, ensures observation of practice objectives achievement and, if necessary together with the receiving organization's responsible workers (or public servants) quickly resolves student's practice problems;

3.4. if possible to provide the receiving organization's appointed practice chief (hereinafter – supervisor) with methodical recommendations (means) for practice leadership;

3.5. to manage the Student's personal data in accordance with the requirements of Legislation of the Republic of Lithuania for the purpose of administration of the practice process.

4. The University has the right to revoke the student from practice if:

4.1. the receiving organization does not provide the place of practical training for the student;

4.2. the student makes violations for which the contract may be terminated on the basis of 10.2., 10.3. points;

4.3. the student is assigned with study and practical training unrelated tasks only to carry out unskilled work;

4.4. the work conditions are unwarranted for the student, which would satisfy the norms of occupational safety, health and hygiene.

5. Receiving organization undertakes:

5.1. to provide the student with practical training place, allow to perform practice plan (program), provide with the necessary information for implementation of the practice plan (program) and not to distract the student from the practical training tasks;

5.2. to guarantee that the qualified employee (or public servants), whose experience in certain work (.....) is at least 3 years, will be appointed as the student's supervisor, with whom the student will detail the practice plan (program), who carries out surveillance of the practice and assess it after completion;

5.3. to organize the necessary instructions of occupational safety and health and fire safety;

5.4. to guarantee for the student the work conditions, which would satisfy the norms of occupational safety, health and hygiene following the procedure specified in the legal acts, in case it is necessary, to provide the student with the work tools, work clothes and work shoes, other personal and collective protective equipment following the legal acts;

5.5. to assign the tasks to the student relevant to the studies and practical training and to warrant the tasks unrelated to the studies and practical training are not assigned in order to carry out the unskilled labor;

5.6. having regard supervisor's evaluation to issue the document about student's practice. When the University proposes, the receiving organization fills prescribed form document;

5.7. to inform the student that the information provided during the practical training is the receiving organization's commercial or other secret of the received information, which cannot be distributed outside the receiving organization, and to inform about the penalties applied for distribution of this information (provided they are specified in the internal documents);

5.8. to inform the practice coordinator about disciplinary violations of practice, student's non-arrival to practice;

5.9. to manage the Student's personal data in accordance with the requirements of the Legislation of the Republic of Lithuania;

5.10. additional obligations of the receiving organization – _____.

6. The receiving organization is entitled to allow the student to perform the assigned functions independently and without supervisor's assistance (performing the actions on behalf of the receiving organization, that exceed the scope of the practice indicated in this contract) only if the receiving organization makes temporal employment contract with the student following the legal acts.

7. The student undertakes:

7.1. to perform the tasks of practical training diligently; if he does not arrive to practice in the receiving organization, to notify the supervisor and the practice coordinator immediately about the reason, and in case of disease – to present the medical certificate;

7.2. to observe the statutes of the receiving organization and regulations of work order, to guard the commercial and other secrets of the receiving organization and not to disclose the information the receiving organization indicates in 5.7 point of this contract;

7.3. to protect the property of the receiving organization, to be responsible for the caused material damage according to the laws;

7.4. to observe the requirements of occupational safety and health and fire safety;

7.5. to inform the practice coordinator if the tasks unrelated to the studies and practical training are assigned in order to carry out the unskilled labor and if the receiving organization does not create the conditions to achieve the objective of the practical training (program);

7.6. to prepare and submit the report on practice according to the requirements of the University;

7.7. additional obligations of the student (performing practices in health care institutions) – *follow Patients rights and the requirements of the law for health damage compensation, not to disclose confidential information to third parties about patients learned during the practice.*

8. The student has the right:

8.1. to receive from the University practice plan (program) and all the information related to fulfillment of the practice;

8.2. to receive from receiving organization task (tasks) and the means for the practice .

III. FINAL PROVISIONS

9. This contract may be modified only by written agreement of all parties. The contract's amendments become integral part of the contract.

10. The contract may be terminated in the following cases:

- 10.1. the student is expelled from the University, cancels the studies or suspends them temporary (including the students, who are granted the academic leave);
- 10.2. if any of the parties violate the contractual obligations and this is a fundamental breach of the contract;
- 10.3. if the student roughly breaches the receiving organization's regulations (statute) or the rules of procedure;
- 10.4. by the agreement of the parties.
- 11. The party of the contract shall inform the other parties about termination of the contract at least 14 days in advance.
- 12. All the disputes, which the parties do not settle by means of negotiations, shall be settled following the legal acts of the Republic of Lithuania.
- 13. This contract comes into force when it is signed by the last party and is valid until the practice is completed and all other contractual obligations are executed.
- 14. This contract is made in three originals of equal legal power, one to each party.

REQUISITES OF THE PARTIES

University: Lithuanian University of Health Sciences, company's code 302536989, A. Mickevičiaus street 9, LT-44307 Kaunas, phone (8-37)327201, e-mail rektoratas@ismuni.lt
 Additional information – University appointed teacher - practice coordinator's name, surname, phone number, e-mail

Receiving organization:

Additional information – receiving organizations supervisor's name, surname, phone number, e-mail

Student:

Additional information - student's phone number

SIGNATURES OF THE PARTIES

(University)

(Receiving organization)

(Student)

By signing the present Contract, the Student agrees that Lithuanian University of Health Sciences and Receiving organization will manage his personal data received from the Student or other legal sources in accordance with the Requirements of Legislation of the Republic of Lithuania for the purpose of administration of the practice process. By signing the present Contract, the Student confirms that he, as the subject of data, is informed about his rights: a) To get familiar with personal data and way of it management; b) To demand to correct, erasure his personal data or to suspend the management actions of personal data (except for storage the Requirements of Legislation of the Republic of Lithuania of the Republic of Lithuania or other laws).

(name, surname, signature, date)

THE STRUCTURE OF THE REPORT OF THE PUBLIC HEALTH PRACTICE

The Report should be written in clear English language, without any factual or clerical errors and should meet the requirements of spelling and punctuation.

The text should be printed in 1.5 spaced *Times New Roman*, size 12 pt font. The Latin terms should be written in *Italic*.

The Titles of the Chapters should be written on new pages in Capital letters, size 12 pt font, **bold**.

Chapters of the Report:

- 1. The Title page and Confirmation** of independence of the report (Annex 3).
- 2. The Content.**
- 3. Introduction** (up to 1 page). In this Chapter the student describes the Practice base (localization, structure of the authority (SFVS or other) and functions, number of employees in the unit) the duration, the goal and the objectives of the Practice (as it is written in the Order, not less than 3).
- 4. A logbook of Student Progress (Annex 4).** The Journal should be filled and signed by the Practice supervisor.
- 5. A logbook of daily tasks (Annex 5).** In this Chapter the student describes in his/ her own words what tasks he / she has performed in the Practice base and is signed by the Practice supervisor.
- 6. Conclusions, comments, suggestions** (1 page). Short conclusions on all objectives. Students give suggestions (if has any).

LITHUANIAN UNIVERSITY OF HEALTH SCIENCES
VETERINARY ACADEMY
Faculty of Veterinary Medicine

THE REPORT OF THE PUBLIC HEALTH PRACTICE

„The title of the Practice base“

Prepared by: Name Surname

Study program, year group

Practice supervisor: Name Surname

Practice supervisor: Name Surname

Kaunas, year

CONFIRMATION OF INDEPENDENCE OF THE PRACTICE REPORT OF THE PUBLIC HEALTH PRACTICE.

I,, confirm, that the presented
(Student Name Surname (*handwritten*))

report and all its parts:

- **have been done by me;**
- **have not been used in any other Lithuanian or foreign university;**

I am informed (aware) that any violation of the principle of the fair competition, cheating, plagiarism, duplication, otherwise violate of the Clause Academic Honesty of the Study Regulations of LSMU might give cause for expelling me from the University.

.....
(author's name, surname (*handwritten*), signature, date)

A sixth-year student of Veterinary Medicine study program, of Veterinary faculty of Veterinary Academy of Lithuanian University of Health

..... carried out Practice
 (Name surname) (title of the Practice base)

from 20 to 20

A LOGBOOK OF STUDENT PROGRESS

Note: Unnecessary lines can be deleted, all listed parts of the ability should be completed

No	Practical Skills	Recommended minimal number of performed procedures	A number performed by a student (filled by the Practice supervisor)	Self-sufficiency level (A/B**) (filled by the Practice supervisor)	Intermediate assessment (from 1.0 to 10.0 points) (filled by the Practice supervisor)	Signature of the Practice supervisor	Comments
	Administrative services activity						
1.	To get acquainted with the structure and functions of the Centralized Permit Issuing Department of the SFVS and/or the District Services Department of SFVS.	1					
2.	To get acquainted with the requirements for issuing veterinary documents for animals, animal products and non-animal food and feed products exported to other EU member states or third countries, to participate in the evaluation of consignments of animals or animal products before issuing veterinary documents.	1					
3.	To get acquainted with the registration and approval procedures of veterinary control objects.	1					
	To participate in the evaluation of the veterinary control object before approval or registration	1					

4.	To get acquainted with the procedure for approval and registration of food handling entities.	1					
	To participate in the assessment of a food handling entity before approval or registration.	1					
5.	To get acquainted with the procedure for keeping farm animals and registration of farm animals.	1					
	To participate in entering data into information systems.	1					
6.	To get acquainted with the requirements for registration and approval of feed business entities.	1					
	To participate in the assessment of feed business entities before approval or registration.	1					
7.	If the Practice is carried out in the Vilnius, Kaunas or Klaipėda districts SFV Service departments, to get acquainted with the storage requirements of the warehouses where certain categories of goods, imported from third countries intended for the non-European Union market are stored and the documents issued during the import and export of goods*.	1					
8.	If the practice is carried out in the Central Licensing Department of the SFV Services department, to get acquainted with the requirements of the legal acts of food supplements and special purpose food products and the notification procedure*.	1					
9.	If the practice is carried out in the Central Licensing Department of the SFV Services department Services Department, to get acquainted with the	1					

	issued permits related to veterinary drugs*.						
	State control						
10.	To get acquainted with the structure and functions of the Supervision Department of the SFVS and/or the Supervision Department's regional SVFS Supervision division.	1					
11.	<i>Epizootic investigation</i> ; to participate in the epizootic study of animal infectious diseases, prepare the analysis of epizootic cases of foci of animal infectious diseases.	1					
	To participate in the sample collection activity for infectious diseases of animals.	1					
	To fill in the act of collection of samples for testing infectious diseases in personal.	1					
	Užpildyti mėginių užkrečiamosios ligoms tirti paėmimo aktą.	1					
12.	<i>State control of the use and supply of veterinary drugs to the market</i> ; to participate in control inspections of the supply and use of veterinary drugs.	1					
	To get acquainted with the requirements for filling out documentation for the use of drugs in farms, veterinary pharmacies.	1					
13.	<i>The hunting veterinary care State control</i> ; to participate in the inspection of hunting area users.	1					
	To get acquainted with the legal acts regulating veterinary care in hunting.	1					
14.	<i>State control of animal collection centers and quarantine points</i> ; to get acquainted with the legal acts regulating	1					

	the activities of animal collection centers and quarantine points.						
	To participate in the inspection of the business entity's*.	1					
	To get acquainted with the field's control questionnaires, the procedure for filling them out.	1					
	To perform an analysis of the identified violations.	1					
15.	<i>State veterinary control of feed business entities</i> ; to get acquainted with the legal acts regulating the activities of feed business entities.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	perform an analysis of the identified violations.	1					
16.	<i>State veterinary control of companies handling animal by-products</i> ; to get acquainted with the legal acts regulating the activities of animal by-products management companies.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					

17.	<i>Control of economic entities performing agricultural activities</i> ; to get acquainted with the legal acts regulating the activities of economic entities engaged in agricultural activities.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
18.	<i>Control of marking and accounting of farm animals</i> ; to get acquainted with the legal acts regulating the marking and accounting of farm animals.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violation.	1					
19.	<i>State veterinary control of the welfare of farm animals and pets</i> ; to get acquainted with the legislation regulating the welfare of farm animals and pets.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violation.	1					

20.	<i>State veterinary control of animal transporters and vehicles transporting animals</i> ; to get acquainted with the legal acts regulating the activities of animal transporters.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
21.	<i>State veterinary control of requirements for pet breeders</i> ; to get acquainted with the legal acts regulating the activities of pet breeders.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
22.	<i>State veterinary control of trade in pet animals</i> ; to get acquainted with the legislation regulating trade in pet animals.	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					

23.	<i>Investigation and analysis of complaints about animal welfare violations; to get acquainted with the legal acts regulating the complaint investigation procedure at the SFVS.</i>	1					
24.	<i>Performance of state control of meat processing enterprises; to get acquainted with the legal acts regulating the activities of meat processing companies.</i>	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
25.	<i>Performance of state veterinary control of milk processing companies; to get acquainted with the legal acts regulating the activities of milk processing companies.</i>	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
26.	<i>Performance of State veterinary control of fish processing companies; to get acquainted with the legal acts regulating the activities of fish processing companies.</i>	1					

	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
27.	<i>Control of other animal origin products (honey, eggs, etc.); to get acquainted with the legal acts regulating activities.</i>	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
28.	<i>Control of non-animal origin food production companies; to get acquainted with the legal acts regulating the activities of non-animal food production companies.</i>	1					
	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
29.	<i>Control of food trading entities; to get acquainted with the legal acts regulating food trade.</i>	1					

	To participate in the inspection of the business entity's activities*.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					
30.	<i>Control of economic entities of primary food production</i> ; to get acquainted with the legal acts regulating the activities of economic entities of primary food production.	1					
	To participate in the inspection of the business entity's activities.	1					
	To get acquainted with the field's control questionnaires, their filling procedure.	1					
	To perform an analysis of the identified violations.	1					

* If these types of services / activities are carried out during the period of practice

Final assessment of the Practice supervisor (an average of intermediate assessments) (from 1.0 to 10.0 points):			
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**A – observed; B – performed under supervision

Which of the student's practical skills or characteristics must be improved:	
Comments of the Practice supervisor for improvement of the Practice	

Practice supervisor (N. Surname, signature)
L.S.

THE ASSESSMENT CRITERIA FOR PRACTICE

No	The criterion	Intermediate assessment of a Commission member (from 1.0 to 10.0 points)	Coefficient	Intermediate assessment of a Commission member multiplied by a Coefficient (from 1.0 to 10.0 points)
1.	Correspondence of the report to the structural requirements		0.1	
2.	Propriety of filling of the Journal and Diary (Annexes 4,5)		0.1	
3.	Evaluation of student's practical skills, performed under supervision, declared in the Student progress journal		0.3	
4.	Implementation of tasks in the Practice base		0.3	
5.	Assessment of practical conclusions (have all the tasks been answered, are the conclusions logical and concrete)		0.2	

Final assessment of a Commission member (a sum of intermediate assessments multiplied by a coefficient, from 1.0 to 10.0 points)	
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Final assessment of the Commission is received (from 1.0 to 10.0 points) after summing up final assessment marks of all Commission members and dividing by the number of all members.

Final Commissions assessment mark makes 60 % of total Public Health Practice assessment mark.