



## **INTERNSHIP POLICY 2018-2019**

### **Internship Plan:**

- We offer Internship for 1 Month.
- 50% of your Internship work will be carried out at Hameed Latif Hospital Lahore & remaining 50% at Arif Memorial Teaching Hospital (AMTH).
- In your internship, you will be covered Clinical and Retail Pharmacy and practical information/ presentation which are important for your future.

### **Applicant Requirements:**

- Must be enrolled in a Doctor Of Pharmacy Program in a University/College of Pharmacy that is pharmacy Council of Pakistan Accredited or seeking accreditation
- Only students entering 4<sup>th</sup> professional year will be considered. In other words, students must have completed at least their first semester of 4<sup>th</sup> professional year of Pharmacy school (in a 5year program)
- Licensed/registered pharmacists will also be considered for this program
- Must have basic information about Pharmacy
- Must be proficient in Microsoft Office(Word, Excel & Power Point)

### **Registration Fee:**

- Internship Registration charges are **Rs.3000** only. We will provide you Internship Certificate Presentations & discussions in conference room (if necessary), Id card & free transportation from Hameed Latif Hospital to Arif Memorial Teaching Hospital.

- **Documents Required:**

- Submit 2 Photographs, NIC copy, Matric/ Inter certificate copy, permission letter of internship from your Institute.

### **Rules & Regulation:**

- 90% attendance is compulsory during the Internship in HLH and AMTH.
- Do time in and out during the Internship for showing your presence.
- Must wear lab coat and Hameed Latif Hospital (HLH) ID card during the Internship.
- Don't argue with Doctors/Nurses or Other Staff Members of the Hospital during your Internship
- Don't move in Hospital corridor in groups. Avoid making trouble for anyone in the Hospital.
- Maintain discipline while on Internship.
- Be punctual, professional & obedient.
- Use Rashid Latif Medical College Transportation for visiting AMTH.

- Timely submission of Presentation/Assignment is compulsory during the Internship; otherwise internship letter will not be provided to the concerned internship.
- 1-2 pages Summary Report will be given at the end of the Internship.
- Any serious action would be taken for not showing serious reaction/attitude or not following the Internship Policy.
- Internees, who don't cover 50 % of their Internship visit in AMTH and 50 % in HLH, would not be recommended the Internship letter.
- Internship letter will be issued only if above criteria fulfilled otherwise not.

**NOTE:**

- Think about your main Objectives for the Internship and how you'll achieve them.
- In your Internship, behave like a Professional member if you want to be offered a permanent role. Strive to appear innovative and useful for the Hospital.