

	UČNI NAČRT PREDMETA/COURSE SYLLABUS
Predmet:	Praktično usposabljanje
Course title	Practical training

Študijski program in stopnja Study programme and level	Študijska smer Study field	Letnik Academic year	Semester Semester
Fitoterapija/I. stopnja	Ni smeri študija	3.	6
Phytotherapy/I st level	No study field	3 rd	6 th

Vrsta predmeta/Course type	obvezni /obligatory
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Univerzitetna koda predmeta/University course code	FIT_3_UN7
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Predavanja Lectures	Sem. vaje Tutorial	Kab. vaje Cabinet tutorial	Lab. vaje Laboratory work	Teren. vaje Field work	Samost. delo Individ. work	ECTS
				160		8

Nosilec predmeta/Lecturer:	
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Jeziki/	Predavanja/Lectures:	slovenski / Slovenian
Languages:	Vaje/Tutorial:	slovenski / Slovenian

Pogoji za vključitev v delo oz. za opravljanje študijskih obveznosti:	Prerequisites:
<ul style="list-style-type: none"> Vpis v tretji letnik študijskega programa. 	<ul style="list-style-type: none"> The prerequisite for participation is enrolment in the third year of study.

Vsebina:	Content (Syllabus outline):
<p><i>V okviru praktičnega usposabljanja bo študent poglobljajl znanje, ki ga bo pridobil pri naslednjih učnih enotah: Uporabna botanika zdravilnih rastlin, Fitoterapija, Farmakognozija, Priprava in aplikacija fitoterapevtskih pripravkov, Svetovanje in delo s strankami, Osnove poslovanja.</i></p> <ul style="list-style-type: none"> osnove sistematske botanike in taksonomije rastlin, fiziologija, anatomija in morfologija rastlin v različnih fazah rasti in razvoja, vzgoja, nabiranje, predelava in zaščita zdravilnih in užitnih rastlin, razdelitev in uporabnost samoniklih ter gojenih zdravilnih in užitnih rastlin, 	<p><i>In the course of practical training, the students will deepen the knowledge, gained in learning units/courses: Applied Botany of Medicinal Plants, Phytotherapy, Pharmacognosy, Preparation and Application of Phytotherapeutic Compounds, Consulting and Customer Management, Basics of Business.</i></p> <ul style="list-style-type: none"> basics of systematic botany and plant taxonomy, physiology, anatomy and morphology of plants in different stages of growth and development,

<ul style="list-style-type: none"> • zdravilne rastline v različnih ekosistemih, • prepoznavanje in nabiranje zdravilnih rastlin, etiketiranje rastlin ter priprava herbarija, • farmakodinamske lastnosti rastlin - pregled po organskih sistemih, osnove anatomije in fiziologije ter pregled bolezni, pregled zdravilnih rastlin, njihovih učinkovin in načina uporabe za zdravljenje bolezni organskega sistema, • razvrstitev zdravilnih rastlin, vrste pripravkov iz zdravilnih rastlin; zdravilne gobe; začimbe; glavni načini delovanja fitofarmakologov; rastline kot zdravilo in hrana, • zdravilne rastline, rastlinske droge, zdravila rastlinskega izvora, primarni in sekundarni rastlinski metaboliti, • ogljikovi hidrati, cianogeni glikozidi, glukozinolati, fenoli in fenolne kisline, kumarini, flavonoidi, tanini, antrakinonski glikozidi, eterična olja, grenke rastlinske droge, iridoidi, saponini, kardiotionični glikozidi, alkaloidi, • poznavanje materialov, naprav in osnovnih tehnoloških postopkov v proizvodnji farmacevtskih oblik v lekarniškem, galenskem in industrijskem obsegu, • farmacevtski pripravki, načini aplikacije različnih farmacevtskih pripravkov, priprava enostavnejših farmacevtskih pripravkov v laboratorijskem okolju, • celovit sistem komuniciranja v podjetju in poslovno komuniciranje kot podsistem, vloga in pomen poslovnega komuniciranja, komunikacijski proces, kultura dialoga, • ustanovitev organizacije, rast in razvoj organizacije, analiziranje notranjega in zunanjega okolja podjetja, osnove gospodarskega prava, etika poslovanja, trženje, poslovne finance, osnove računovodstva. <p>Praktično usposabljanje se izvaja na osnovnih področjih delovanja fitoterapevta, v neposrednem delovnem okolju:</p> <p>Na kmetiji, ki prideluje in predeluje zdravilna zelišča:</p>	<ul style="list-style-type: none"> • cultivation, harvesting, processing and protection of medicinal and edible plants, • classification and use of wild-growing and cultivated medicinal and edible plants, • medicinal plants in different ecosystem, • determination and collection of medicinal plants, preparation of a herbarium, • pharmacodynamic properties of plants – examination by organic systems, the basics of anatomy, physiology and pathology of nervous system. An overview of medicinal plants, their active ingredients and the way they are used to treat diseases of the organ system, • classification of medicinal plants, types of products from medicinal plants; medicinal mushrooms; spices; main modes of action of phytopharmaceuticals, plants as medicine and food, • medicinal plants, herbal drugs, herbal medicinal products, primary and secondary plant metabolites, • Carbohydrates, Cyanogenic glycosides, Glucosinolates, Phenols and phenolic acids, Coumarins, Flavonoids, Tannins, Anthraquinon glycosides, Essential oils, Bitter herbal drugs, Iridoids, Saponins, Cardiac glycosides, Alkaloids, • knowledge of materials, devices and basic technological procedures in the production of pharmaceutical forms in pharmacy, galenic and industrial scale, • preparation of simple pharmaceutical compounds in the laboratory environment, • a comprehensive system of communication in business and business communication as a subsystem, the role and the importance of business communication, the communication process, the culture of dialogue, • establishment and development of organizations, analysis of internal and external environment of the company, fundamentals of corporate law, business
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<ul style="list-style-type: none"> - Gojenje zdravilnih zelišč. - Nabiranje zdravilnih zelišč. - Sušenje zdravilnih zelišč. - Druge predelave zdravilnih zelišč, ki jih izvajajo kmetije. - Prodajne poti zdravilnih zelišč. <p>V lekarni ali prodajalni zeliščnih pripravkov, kjer poteka priprava zeliščnih pripravkov, prodaja in svetovanje strankam:</p> <ul style="list-style-type: none"> - Spoznavanje prodajnega asortimana zeliščnih in fitoterapevtskih pripravkov. - Priprava galenskih proizvodov. - Svetovanje strankam. <p>Glede na interes študenta na vsaki vrsti delovišča izvede najmanj en teden praktičnega usposabljanja, skupno v trajanju 4 tedne.</p> <p>V okviru praktičnega usposabljanja se lahko izvede tudi ogled drugih proizvodnih enot in kmetij.</p> <p>Realizacijo praktičnega usposabljanja in pridobljene kompetence študent dokumentira študent dokumentira v dokumentaciji praktičnega usposabljanja, ki mora zajemati 80% naslednjih vsebin:</p> <ul style="list-style-type: none"> - Deset vrst zdravilnih zelišč, z navedbo faze oz. postopka, ki ga študent spozna (sajenje, gojenje, nabiranje, sušenje, predelava, prodaja); - Popis desetih zeliščnih ali fitoterapevtskih proizvodov, ki jih študent spozna pri izvajalcu praktičnega usposabljanja; - Popis desetih primerov svetovanja strankam. <p>Izvedbo nalog s podpisom potrди mentor praktičnega usposabljanja.</p> <p>OPOMBA: Praktično usposabljanje v delu študijskega programa Osnove fitoterapije obsega 60 ur (3 KT). Predvidoma opravi vsak študent 2 dni praktičnega usposabljanja v lekarni, 5 dni pa na</p>	<p>ethics, marketing, corporate finance, fundamentals of accounting.</p> <p>Practical training is carried out in the basic areas of action of Phytotherapy, in a direct working environment:</p> <p>On a farm that produces and processes medicinal herbs:</p> <ul style="list-style-type: none"> - Cultivation of medicinal herbs. - The accumulation of medicinal herbs. - Drying of medicinal herbs. - Other processing of medicinal herbs carried out by farms. - The sales routes of medicinal herbs. <p>In pharmacy or in-store herbal preparations, where preparation of herbal preparations is carried out, sales and advice to customers:</p> <ul style="list-style-type: none"> - Learning about the sales range of herbal and phytotherapeutic preparations. - Preparation of Galenic products. - Consulting customers. <p>Depending on the interest of the student on each type of job site, it performs at least one week of practical training, total duration of 4 weeks.</p> <p>In the context of practical training, the viewing of other production units and farms may also be carried out.</p> <p>Realization of practical training and acquired competencies the student documenting the student documented in a practical training dossier, which must cover 80% of the following content:</p> <ul style="list-style-type: none"> - Ten types of medicinal herbs, indicating the stage or procedure that the student learns (planting, cultivation, harvesting, drying, processing, selling); - A census of ten herbal or phytotherapeutic products, which
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<p>kmetiji. Glede na interes študenta oz. njegove predhodne delovne izkušnje je lahko razpored praktičnega usposabljanja individualno prilagojen.</p> <p>Realizacijo praktičnega usposabljanja v delu študijskega programa Osnove fitoterapije in pridobljene kompetence študent dokumentira v dokumentaciji praktičnega usposabljanja, ki mora zajemati opis desetih primerov naslednjih vsebin:</p> <ul style="list-style-type: none"> - popis pridelave oz. predelave zdravilnih rastlin, z navedbo faze oz. postopka, ki ga študent spozna (sajenje, gojenje, nabiranje, sušenje, predelava, prodaja); - popis zeliščnih ali fitoterapevtskih proizvodov, ki jih študent spozna pri izvajalcu praktičnega usposabljanja; - popis primerov svetovanja strankam. 	<p>the student learns in a practical training contractor;</p> <ul style="list-style-type: none"> - A census of ten examples of consulting customers. <p>The execution of the tasks by signature confirms the mentor of practical training.</p> <p>NOTE: Practical training for the students of part of the study programme Basics of phytotherapy, is organised in total duration of 60 hours (3 ECTS). Each student is expected to complete 2 days of practical training at the pharmacy and 5 days at the farm. Depending on the interest of the student or his previous work experience, the schedule of practical training can be individually tailored.</p> <p>Realization of practical training and acquired competencies the student documenting the student documented in a practical training dossier, which must cover description of the 10 cases of the following contents:</p> <ul style="list-style-type: none"> - description of cultivation and processing of medicinal herbs, indicating the stage or procedure that the student learns (planting, cultivation, harvesting, drying, processing, selling); - description of herbal or phytotherapeutic products, which the student learns in a practical training contractor; - description of examples of consulting customers.
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<p>Temeljna literatura in viri/Readings:</p>

<p>Cilji in kompetence:</p> <p><i>Učna enota prispeva k razvoju naslednjih splošnih in specifičnih komponent:</i></p>	<p>Objectives and competences:</p> <p><i>The learning unit mainly contributes to the development of the following general and specific competences:</i></p>
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<ul style="list-style-type: none"> • uporaba teoretičnega znanja, pridobljenega med študijem v neposrednem poslovnem okolju, • poglobljanje znanja, • pridobivanje novega znanja, • spoštovanje in upoštevanje delovne discipline in odgovorno opravljanje zaupanih nalog, • poznavanje, razumevanje in refleksija kompleksnosti strokovnih in družbenih vlog zaposlenih na različnih področjih zdravstva in zdravilstva, • razumevanje in upoštevanje raznolikosti potreb posameznika pri načrtovanju, organizaciji, koordinaciji pomoči in izvajanju fitoterapevtske oskrbe, • usposobljenost za prevzemanje odgovornosti pri profesionalnem delu, • poznavanje, priznavanje in spoštovanje načel profesionalne etike in relevantne zakonodaje v prizadevanjih za kakovost življenja stranke, • sposobnost vsestranskega in sistematičnega prilagajanja obravnave stranke glede na želje, potrebe, možnosti in druge individualne okoliščine pacienta za kakovost življenja, • sposobnost upoštevati individualne potrebe pacienta skozi življenjska obdobja, v zdravju in bolezni, • sposobnost vključevanja standardov kakovosti s kritičnim ocenjevanjem, interpretacijo, sintezo informacij in pomočjo strankam pri izbiri, • sposobnost učinkovitega komuniciranja s pacientom, svojci in člani timov, • usposobljenost za timsko delo in interdisciplinarno sodelovanje, • usposobljenost za uporabo raziskovalnih metod, postopkov in procesov, • usposobljenost za varovanje zdravja in okolja, lastno varnost in varnost drugih. • odgovoren odnos do razvoja lastne profesionalne podobe, 	<ul style="list-style-type: none"> • the use of theoretical knowledge gained during the study in the direct business environment, • broadening of knowledge, • gaining new knowledge, • familiarisation with and adoption of the business culture and the rules of conduct, • knowing, understanding and reflecting on the complexity of professional and social roles of employees in various fields of medicine and healing methods, • understanding and considering the diversity of needs of individuals in planning, organizing, coordinating assistance and implementation of phytotherapy care, • the ability to take responsibility in professional work, • knowledge, appreciation and respect for the principles of professional ethics and relevant legislation in the pursuit of quality in patient's life, • the ability to adapt to a comprehensive and systematic treatment of the patient according to the wishes, needs, opportunities, and other individual circumstances of the patient's quality of life, • the ability to consider individual needs of patient through stages of life, health and disease, • the ability to integrate quality standards with critical evaluation, interpretation, synthesis of information and assistance to patients in their selection, • the ability to communicate effectively with patients, relatives and team members, • realizing that the goal of the patient's well-being and quality of life can be achieved by combining efforts of interprofessional cooperation between various operators, • qualification for teamwork and interdisciplinary collaboration, • qualification for preservation of health and environment, one's own safety and safety of other people,
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	<ul style="list-style-type: none"> responsible attitude towards one's own professional development.
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Predvideni študijski rezultati:	Intended learning outcomes:
<p>Študent/študentka:</p> <ul style="list-style-type: none"> • pridobiva in utrjuje veščine za izvajanje fitoterapevstkih metod, pozna indikacijska področja in mehanizme delovanja zdravilskih metod, • je usposobljen za ustrezno pripravo na delo in uporabo osebnih zaščitnih sredstev, • pridobi znanja in spretnosti za zagotavljanje varnega okolja, • pridobi znanje in razvije potrebne veščine za sodelovanje pri izvajanju/izvajanje diagnostično terapevtskih posegov v skladu s kompetencami, • pridobi sistematično znanje o zdravilnih rastlinah, njihovih presnovkih in njihovi terapevtski uporabi, • pridobi praktična znanja: osnovna uporaba metod in spoznanje kontraindikacij ter možnih škodljivosti terapevtskih posegov, • prepoznava potrebo po integrirani obravnavi in zna sodelovati v njej, • usposobiti se za sporazumevanje in argumentirano razpravo v stroki in med strokami, • avtonomnost v strokovnem delu, • etična refleksija in zavezanost profesionalni etiki. 	<p>Students:</p> <ul style="list-style-type: none"> • acquire and strengthen skills of phytotherapy methods, know the indication areas, mechanism of methods' action, evidence of efficacy, • are qualified to adequately prepare for work and the use of personal protective equipment, • acquire knowledge and skills to ensure a safe environment, • acquire knowledge and develop the necessary skills to participate in the implementation of diagnostic and therapeutic interventions in accordance with their competences, • acquire systematic knowledge of medicinal plants, their metabolites and their therapeutic use, • gain practical knowledge: the basic use of methods and knowledge of contraindications and potential harms of therapeutic interventions, • recognize the need for integrated treatment and are able to participate in it, • are able to communicate and reasonably debate within the profession and between professions, • autonomy in professional work, • ethical reflexion and dedication to professional ethics.

Metode poučevanja in učenja:	Learning and teaching methods:
<ul style="list-style-type: none"> • vodeno in samostojno individualno delo študenta, • mentorski pristop. 	<ul style="list-style-type: none"> • guided and independent individual work of students, • mentorship approach.

Načini ocenjevanja:	Delež (v %) Weight (in %)	Assessment:
<p>Način:</p> <ul style="list-style-type: none"> • Študenta ocenjuje vodja praktičnega usposabljanja, 	100 %	<p>Types:</p> <ul style="list-style-type: none"> • The practical training is graded by a teacher, who

<p>ki je visokošolski učitelj na fakulteti, na podlagi poročila študenta o opravljeni praksi in mnenja mentorja v delovnem okolju z ocenama uspešno/neuspešno.</p> <ul style="list-style-type: none"> • Študent je ocenjen z oceno uspešno v primeru, da je opravil 80% z učnim načrtom po vsebini in obsegu predpisanih obveznosti. 	<p>uspešno/successful</p>	<p>organises practical training, based on the student's report on practice and the opinion of the mentor in the working environment, with the <i>successful/unsuccessful</i> grade.</p> <ul style="list-style-type: none"> • Students are graded with the 'successful' grade when they have met 80% of objectives, prescribed by the syllabus in terms of their content and scope.
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