

REGULATIONS FOR THE COURSE OF DIAGNOSTIC IMAGING 2/2
for students of the Faculty of Medicine, Collegium Medicum
University of Warmia and Mazury in Olsztyn
valid in the academic year 2025/2026

1 Organizational data

Name of the organizational unit conducting the course: Department of Radiology, address:
10 - 082 Olsztyn, Warszawska Street 30.

1.1 Place of conducting the exercises:

- 1.1.1 Regional Specialized Children's Hospital in Olsztyn (WSSD) - Department of Diagnostic Imaging
- 1.1.2 University Clinical Hospital in Olsztyn (USK) - Department of Radiology
- 1.1.3 Independent Public Health Care Facility of the Ministry of Internal Affairs and Administration with the Warmia and Mazury Oncology Centre in Olsztyn (MSWIA) - Department of Imaging Diagnostics

1.2 Employees responsible for the implementation of the subject:

- a. Head of the Department:

Grzegorz Wasilewski, MD, PhD

- b. Course coordinator:

Grzegorz Wasilewski, MD, PhD

- c. Employees responsible for the implementation of individual types of classes:

Seminars:

Maciej Michalak, MD, PhD

Joanna Urbaniec-Stompór, MD

Łukasz Urbaniec, MD

Exercises:

Grzegorz Wasilewski, MD, PhD

Maciej Michalak MD, PhD

Laura Eliszewska, MD

Joanna Urbaniec-Stompór, MD

Łukasz Urbaniec, MD

Karina Borszczewska-Chechłowska, MD

dentist Julianna Łączkowska-Serafin

Aleksandra Dzisko, MD

Monika Suszyńska, MD

Zbigniew Dubielski, MD

Hubert Kleniewski, MD

2 Applicable rules

2.1 Classes and seminars proceed according to the presented timetable on the days and times provided for in the timetable. During the academic year, the student attends classes only with the student group to which he/she was assigned at the beginning of the year. In exceptional and occasional cases, it is possible to change the group by swapping a student of a given group with a student of another group in agreement with the President of the Year and the lecturer conducting the class.

2.2 Before entering the classes area, students are required to change their shoes and clothes for medical ones and leave their outer garments and personal bags in the cloakroom. Students are allowed in the exercise room only in the presence of the teacher. Students are not allowed to leave the exercise room during classes without the teacher's permission. During classes and seminars, it is forbidden to bring food or drink into the classroom, to introduce strangers, to smoke (in any form), and to record sounds, take photographs or films. In exceptional cases, e.g. health cases, the ban may be revoked after informing the person conducting the class. Students suspected of being under the influence of intoxicants, including alcohol, will be removed from classes until their general condition is verified.

2.3 It is the student's responsibility to notify the teacher immediately of any health risk situations during class. The student is materially responsible for any damage resulting from his/her actions. It is the student's duty to respect equipment and teaching aids.

2.4 Each student shall be acquainted with the health and safety rules of the place where the exercises are conducted and with the GDPR –The General Data Protection Regulation before the beginning of the classes at each facility.

2.5 In the event of any unforeseen organizational changes, the President of Year should contact the teacher conducting the class.

2.6 During clinical exercises, medical attire (white coat + changing shoes) and respect for the dignity of the Patients and respect for each other and the supervisors are mandatory. Students must obey the instructions of the teacher.

2.7 Academic principles of legality and honesty apply in the department.

2.8. in the case of a difficult epidemiological situation and recommendations of the university authorities, it is possible to realize all seminars and partly exercises in remote/e-learning form: MS Teams or Moodle platform. The final examination takes place either stationary or using the Moodle platform. Hourly dimensions of classes conducted remotely depend on the decision of the relevant University authorities.

3 Principles of passing the course

3.1 A detailed programme of classes (seminars and exercises) is presented in the syllabus. Classes are held according to the exercise schedule posted on the UWM Medical Faculty website in Olsztyn and on the Department of Radiology website.

Seminars constitute an interactive discussion of the most important radiological issues; the schedule and topics of individual seminars are available on the Department's website. Credit is given on the basis of attendance and is necessary for admission to the final course credit in Diagnostic Imaging 2/2.

The teacher conducting seminars may also ask the Students to prepare a presentation on a given topic.

Classes are designed to give a practical introduction to the subject of Diagnostic Imaging 2/2 (presentation of the work of a radiologist, participation in the work in the affiliated laboratories). While participating in the classes, the student acquires the basic skills of Diagnostic Imaging required in the Syllabus. He/she becomes familiar with the practical aspects of operating the radiological console, assessment of radiological examinations, principles of their performance. Credit for the classes is based on: attendance at all the aforementioned classes, the result of the entrance tests for the exercises (passed/unpassed) and the overall content-related attitude during the classes and is necessary for admittance to the final examination of the course Diagnostic Imaging 2/2.

3.2 The student is obliged to prepare theoretically for the given classes on the basis of the applicable materials (the list provided on the website), or other additional materials or suggestions obtained from the teacher. The teacher has the opportunity to check students' preparation for classes in the form of an entrance test. Exercise topics for individual days are posted on the Department's website and are subject to change after prior agreement between the Department Assistant and the students.

3.3 Attendance at all classes is compulsory. Any absence from exercises or seminars must be excused and credited at another time (as long as it does not interfere with other classes) by prior arrangement with the teacher, at a time equivalent to the duration of the exercise or by preparing and presenting a presentation on the missed exercise. The way in which credit is to be given should be agreed with the teaching assistant. Absence due to illness should be certified by a medical certificate. If absence is not justified, this fact will be reported to the Dean's Office and the student will not receive credit for the course.

3.4 In the case of suggestions, doubts or complaints, as well as issues not covered in the Course Regulations, the student has the right and obligation to contact the teacher or the person responsible for the course, Grzegorz Wasilewski, MD, PhD. Consultations take place by prior arrangement through the secretary of the Department of Radiology.

3.5 The final credit of the course Diagnostic Imaging 2/2 consists of:

- **Practical part (final exercise credit)** - 20 clinical cases, in the form of a test. Time to solve the practical test is 25 minutes.

A score of 60% of the test, i.e. 12 points, is required to pass the practical part.

Scale of marks for final evaluation of exercises:

20 points - very good

18-19 points - good plus

16-17 points - good

14-15 points - sufficient plus

12-13 points - satisfactory

<12 points - insufficient

In case of failure to pass in the first term, a retake date will be set - 20 clinical cases, in the form of a test. The grading scale from the first term of the final course is valid. In the case of failure to pass the retake, the Head of the Department sets a second retake in the form of an oral examination.

- **the theoretical part - a written final examination** - a multiple-choice test of 50 questions - a true-false test or a multiple-choice test with one correct, true answer. The duration of the theoretical part of the exam is a maximum of 60 minutes.

A score of 60% of the test, i.e. 30 points, is required to pass the final examination.

Grading scale for the final examination:

>45 points - very good
43-45 points - good plus
38-42 points - good
35-37 points - sufficient plus
30-34 points - sufficient
<30 points - insufficient

In case of failure to pass at the first examination date, a retake date will be set in the form of a 50-question test. The grade scale from the first examination date applies. If the student fails to pass the retake, the Head of Department will set a second retake date in the form of an oral examination.

3.6 The student has the right to inspect the individual forms of assessment: seminars and exercises after notifying the person conducting the exercises, and to the final exam/test after notifying the Course Coordinator: **Grzegorz Wasilewski, MD, PhD**.

4 Individual courses of study.

Students with an individual course of study are obliged to contact the Course Coordinator, the teaching assistant and the Secretary Office in order to inform them of this fact and to arrange the details of the course. The student is obliged to show written permission from the Dean's Office for the individual course of study.

5. The academic principles of legality and fairness apply in the department.

In a situation where the principles of academic integrity and honesty are violated (in particular, but not limited to: cheating, downloading or prompting during examinations and other credits, attempting unauthorized use of applications used in the teaching process in the Department of Radiology, blatant violation of the Regulations), the student will be removed from the class, or from the place where the examination or credit is taken with the simultaneous receipt of a failing grade for each part of the credit in question. In addition, such proceedings are referred to the Disciplinary Committee of the University.

6. matters not regulated in the presented course regulations for the course of Diagnostic Imaging in the Department of Radiology are at the discretion of the Head of the Department/Coordinator of the course - **Grzegorz Wasilewski, M.D., PhD**.

7. The course regulations are in accordance with the UWM study regulations and the procedures of the Faculty of Medicine.

The Regulations enter into force on 01.10.2025.

Head of Department of Radiology
Grzegorz Wasilewski, MD, PhD