



## **FAQ – Internships/clerkships at non-contracted organizations or abroad (no TPVES)**

### **1) WHICH ORGANIZATIONS QUALIFY AS NON-CONTRACTED ORGANIZATIONS?**

Non-contracted organizations are those organizations with which neither the School of Medicine nor any of the Medicine and Surgery degree programmes at the University of Turin have an agreement in place for an internship/clerkship. The only organizations with agreements in place are the following:

AOU Città della Salute e della Scienza di Torino  
AO Mauriziano  
AOU San Luigi Gonzaga  
ASL TO3  
ASO S. Croce e Carle Cuneo  
AUSL Val d'Aosta  
ASL Biella  
IRCC Candiolo  
ASL Asti  
ASL Vercelli  
ASL Città di Torino  
ASL TO 5 Chieri, Moncalieri e Nichelino  
Ospedale di Verduno

Students who wish to do their internship/clerkship (henceforth “clerkships”) at a non-contracted organization cannot choose any of the contracted organizations listed above.

### **2) WHICH CLERKSHIP TYPES ARE ELIGIBLE?**

- up to 5 CFU credits (100 hours) for clerkships in MEDICAL-SURGICAL SPECIALTIES – Codes: SCB0009-SCB0010-SCB0011-SCB0012-SCB0013-SCB0014-SCB0015-SCB0016-SCB0017)
- up to 5 CFU credits of elective Public Health Clerkships (no Public Health 1, 3 and 4) at a GP's office

### **3) INTENRSHIPS AT A LOCAL GP SURGERY**

Dean, Medicine and Surgery, Prof David Lembo – e-mail [david.lembo@unito.it](mailto:david.lembo@unito.it) – phone number 011 670 5484  
Segreteria Didattica – e-mail [fcl-med-did-sanluigi@unito.it](mailto:fcl-med-did-sanluigi@unito.it) – phone number 011 670 6169/6180/6375/8286  
fax 011 670 6379

Regione Gonzole, 10 – 10043 Orbassano (TO)



Students may agree with a General Physician for an elective Public Health Clerkship (no Public Health 1, 3 and 4). The GP must not have already committed to having students do their transitional internship at their surgery. The GP must be made privy by the intern that the clerkship is entirely free of charge. The intern must also not be an immediate family member of the GP (i.e., up to fourth-degree relative).

#### 4) WHAT INSURANCE COVER IS NEEDED?

Since the clerkship takes place at a non-contracted organization, students need to follow the insurance provisions in force at that organization. If needed, students must arrange their own insurance cover.

#### **PLEASE NOTE:**

- 1) No further agreements will be entered into with any non-contracted hosting organization
- 2) No clerkship validation requests will be accepted other than those submitted by the procedure described below

#### **3) Incomplete clerkship validation requests will not be processed**

In order to have their clerkship validated, students will have to:

1. Contact the hosting organization and ask to be assigned to a tutor there
2. Send a request to [medinto@unito.it](mailto:medinto@unito.it) with the list of activities and tasks by the hosting organization tutor and the name of the Medicine and Surgery teaching staff member in charge of evaluating the clerkship application.

Once you have received authorization, you will be able to start your clerkship.

When the clerkship is over, you will need to send the following documents to [medinto@unito.it](mailto:medinto@unito.it):

- A scanned copy of the clerkship page on your exam record book (“libretto”) with the following sentence written on it: “Il presente tirocinio è stato svolto in struttura non Convenzionata presso...” [This clerkship was done at a non-contracted organization, namely ...]



- A certificate of the hours and the activities and tasks completed during the clerkship. The certificate must be signed and approved by the hosting organization tutor.

#### **Further indications**

- 118 emergency services and “distretto” clerkships may be validated as volunteering activities (until further notice)
- You may book your clerkship on Moodle on the TIROCINIO E TUTORATO CLINICO>PRENOTAZIONE TIROCINI ORBASSANO section