



PROCEDURE IN CASE OF DAMAGE TO THE EQUIPMENT DURING CLINICAL PRACTICE

1. In the event of damage to the equipment during the clinical practice of FHS UP students, the student must report the damage to:
 - the mentor, if present, or a responsible staff member supervising the students during the practice at the healthcare or social service provider.
 - the clinical practice supervisor (an academic worker responsible for the respective clinical practice or a tutor).
2. An informed clinical practice supervisor (an academic worker responsible for the respective clinical practice) immediately completes a “Report on Damage” in the presence of the student who damaged the equipment – see Annex 1. The Report on Damage includes the signatures of all involved, including the head of the institute (or witness to the incident, if present).
3. The clinical practice supervisor shall immediately report the situation in which the equipment has been damaged to the director of the Centre for Clinical Practice and Practical Training Mgr. Blažena Ševčíková, Ph.D. for further resolution.
4. **If the student is not properly registered for the clinical practice, the student will not be covered by insurance if the equipment is damaged.**

In Olomouc on 28. 8. 2023

Mgr. Blažena Ševčíková, Ph.D.
Director of the Centre for Clinical Practice
and Practical Training
FHS UP