

# 國立中興大學學士後醫學系導師輔導學生辦法

## National Chung Hsing University Post-Baccalaureate Medicine Mentorship System Implementation Measures

113 年 9 月 12 日 113 學年第 1 學期第 2 次系務會議通過

113 年 11 月 14 日 113 學年第 1 學期第 5 次系務會議修正

113 年 12 月 12 日 113 學年第 1 學期第 6 次系務會議修正

Passed by the 2nd department meeting of the 1st semester of the 113th academic year on September 12, 2013

Revised at the fifth department meeting of the first semester of the academic year on November 14, 2013

Revised at the 6th department meeting of the first semester of the academic year on December 12, 2013

第一條 為使國立中興大學學士後醫學系學生(以下簡稱醫學生)，在生活、學習、心理與健康等各種方面培養健全人格，特訂定此國立中興大學學士後醫學系導師輔導學生辦法。

Article 1 In order to enable students of the Post-Baccalaureate Department of Medicine of National Chung Hsing University (hereinafter referred to as medical students) to develop sound personalities in various aspects such as life, study, psychology and health, this post-baccalaureate Department of Medicine of National Chung Hsing University is specially designated to provide tutors for students way.

第二條 導師：

一、導師組成：本系設有雙導師制度，導師組成由專任或專案教師均可獲邀為導師。

二、導師職責：

本系設有(一)各年級設有一位年級總導師。

(二)每位學生均有個人導師。

依據學務處訂定「國立中興大學導師制實施辦法」，由各導師執行其相關職職務，並依照學務處規定定期上傳摘要記錄。學期間每個月個人導師應依規定上傳摘要紀錄。

Article 2 Mentor:

1. Tutor composition: This department has a dual tutor system. The tutors are composed of full-time or project teachers who can be invited as tutors.

2. Tutor Responsibilities:

This department has (1) a grade-level chief tutor for each grade.

(2) Each student has a personal tutor.

According to the "Implementation Measures for the Tutor System of National Chung Hsing University" formulated by the Office of Academic Affairs, each tutor will perform their relevant duties and upload summary records regularly in accordance with the regulations of the Office of Academic Affairs. Each month during the semester, the personal tutor should upload summary records in accordance with regulations.

第三條 實施對象為本系學生

一、導師輔導學生時，應以下列原則處理：

1. 尊重學生人格尊嚴。
2. 重視學生個別差異。
3. 發揮教育愛心與耐心。
4. 啟發學生反省與自制能力。

二、 學生因重大違規事件處分，導師應追蹤輔導，並視情節輕重會同系院主管、健康及諮商中心、及學務處協助同學改過遷善，必要時予以長期輔導。

Article 3 The implementation targets are students of this department

1. When tutoring students, tutors should follow the following principles:

1. Respect students' personal dignity.
2. Pay attention to the individual differences of students.
3. Use educational love and patience.
4. Inspire students' ability to reflect and self-control.

2. When students are punished for major violations, tutors should follow up and provide counseling, and depending on the severity of the case, work with department heads, health and counseling centers, and the Academic Affairs Office to help students make corrections, and provide long-term counseling if necessary.

第四條 施行細則：

- 一、 醫學生課業問題之輔導。
- 二、 醫學生生活適應問題之輔導。
- 三、 醫學生心理健康狀況之輔導。

Article 4 Implementation Rules:

1. Counseling medical students on academic issues.
2. Counseling for medical students on life adaptation issues.
3. Counseling on the mental health status of medical students.

第五條 輔導流程：

- 一、 根據後醫學系導師輔導學生辦法訂定「國立中興大學學士後醫學系學生輔導作業流程」、「國立中興大學學士後醫學系學生關懷座談紀錄表」、「醫學生見習狀況不佳通報機制」、「與教學醫院針扎和血液暴觸後處理流程」。
- 二、 臨床實習學生因身心健康狀況需進行輔導會先請臨床導師進行輔導，且將輔導結果呈報給本系主管；若還需進一步的協助，將會同實習醫院教學部以及身心科進行輔導，或返回本校健康及諮商中心進行輔導。

Article 5 Counseling Process:

1. Formulate the "National Chung Hsing University Post-Baccalaureate Medical Student Tutoring Workflow", "National Chung Hsing University Post-Baccalaureate Medical Student Care Discussion Record Form" and "Reporting Mechanism for Poor Medical Student Traineeship Conditions" based on the post-baccalaureate medical student tutoring procedures. ", "Post-contact treatment procedures for needle sticks and blood exposure in teaching hospitals".

2. Clinical internship students who need counseling due to their physical and mental health conditions will first ask clinical instructors for counseling, and the counseling results will be reported to the

department supervisor; if further assistance is needed, counseling will be provided with the teaching department and the Department of Psychosomatics of the internship hospital, or Return to the school's Health and Counseling Center for counseling.

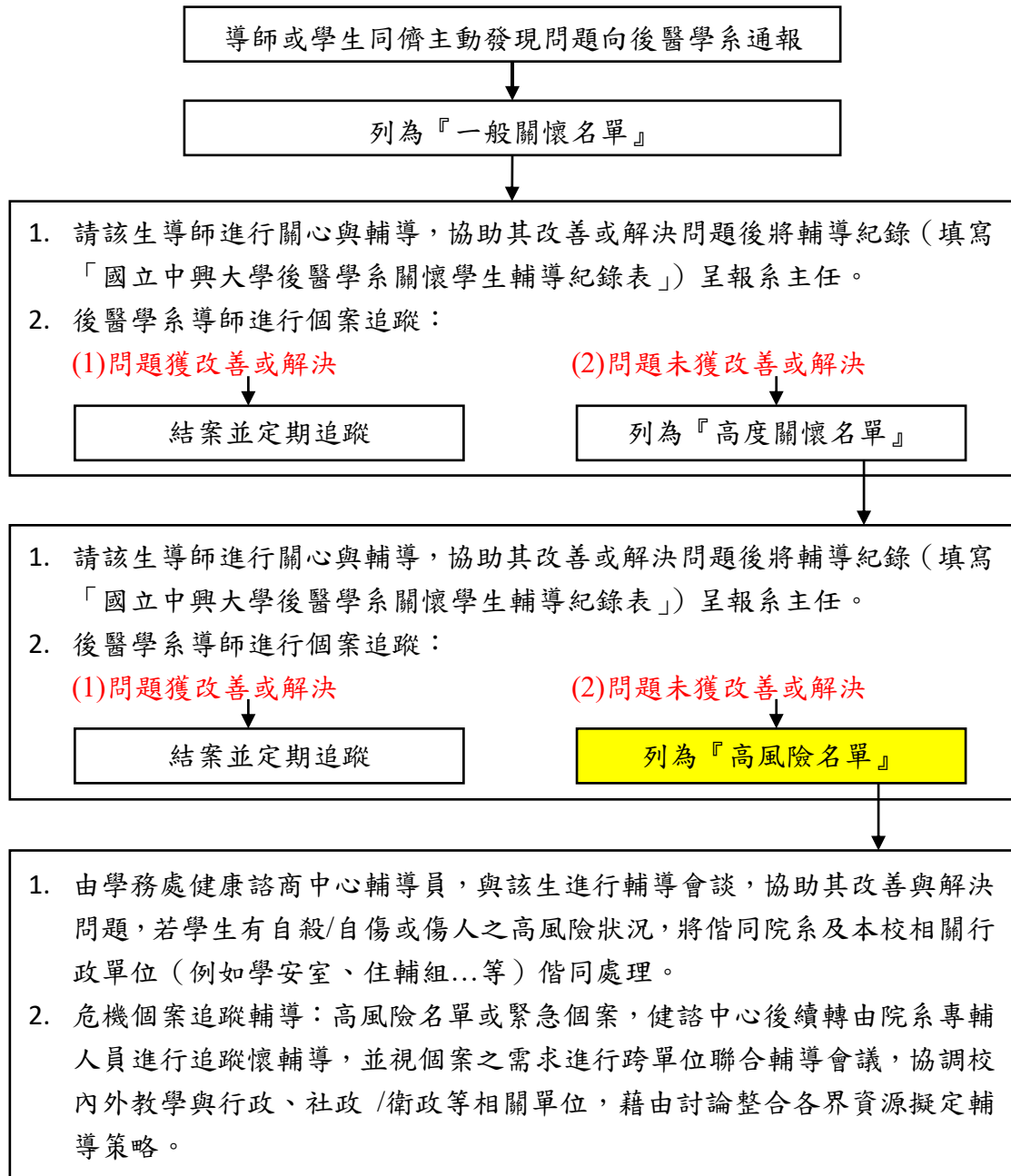
第六條 其他未盡事宜，均依照本校相關規定辦理。

Article 6 All other matters not covered shall be handled in accordance with the relevant regulations of the school.

第七條 本辦法經系務會議通過，報請校長核定後實施，修正時亦同。

Article 7 These regulations shall be implemented after being approved by the department meeting and submitted to the principal for approval. The same applies to revisions.

## 國立中興大學學士後醫學系學生輔導作業流程



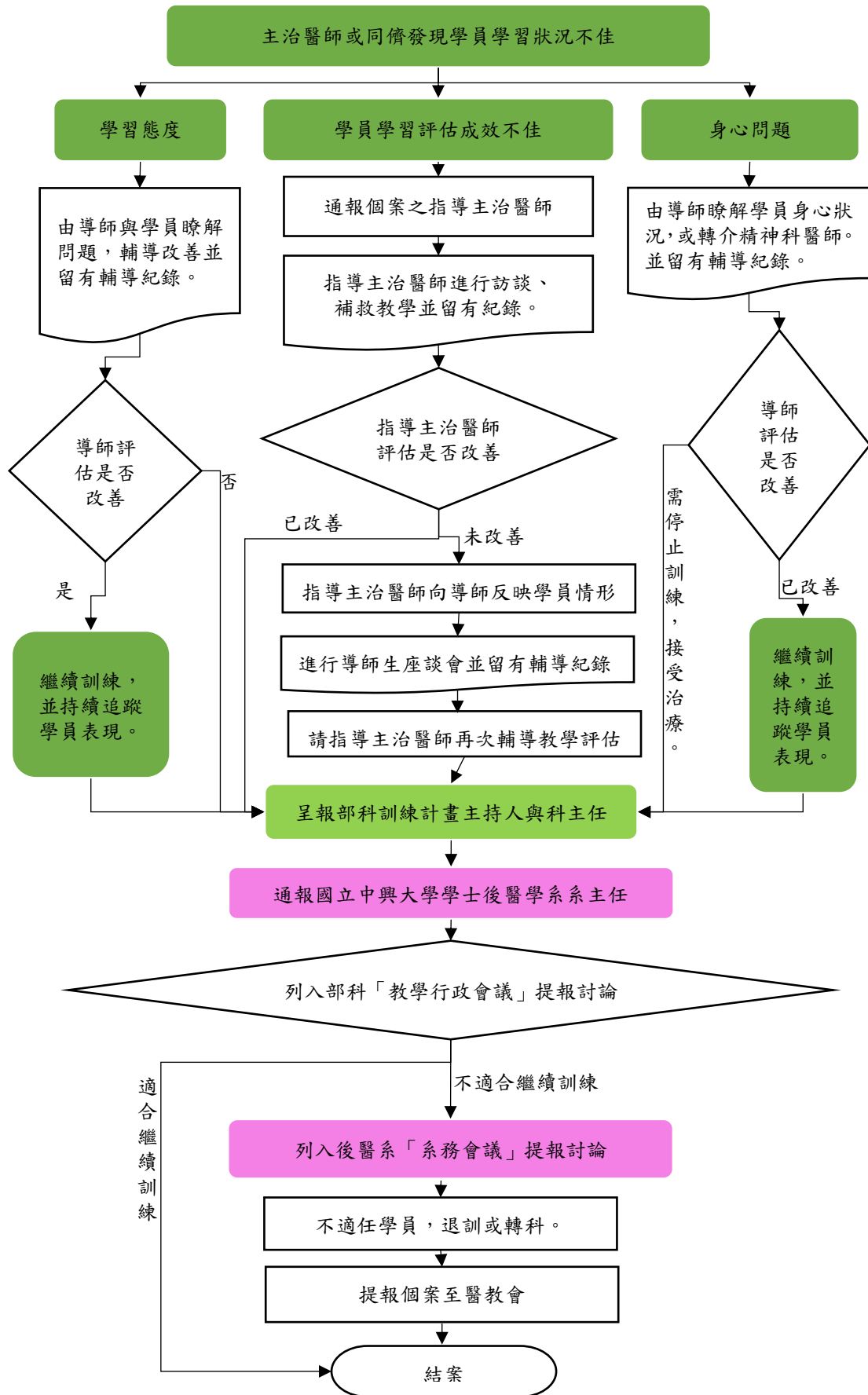
## 國立中興大學學士後醫學系學生關懷座談紀錄表

日期： 年 月 日

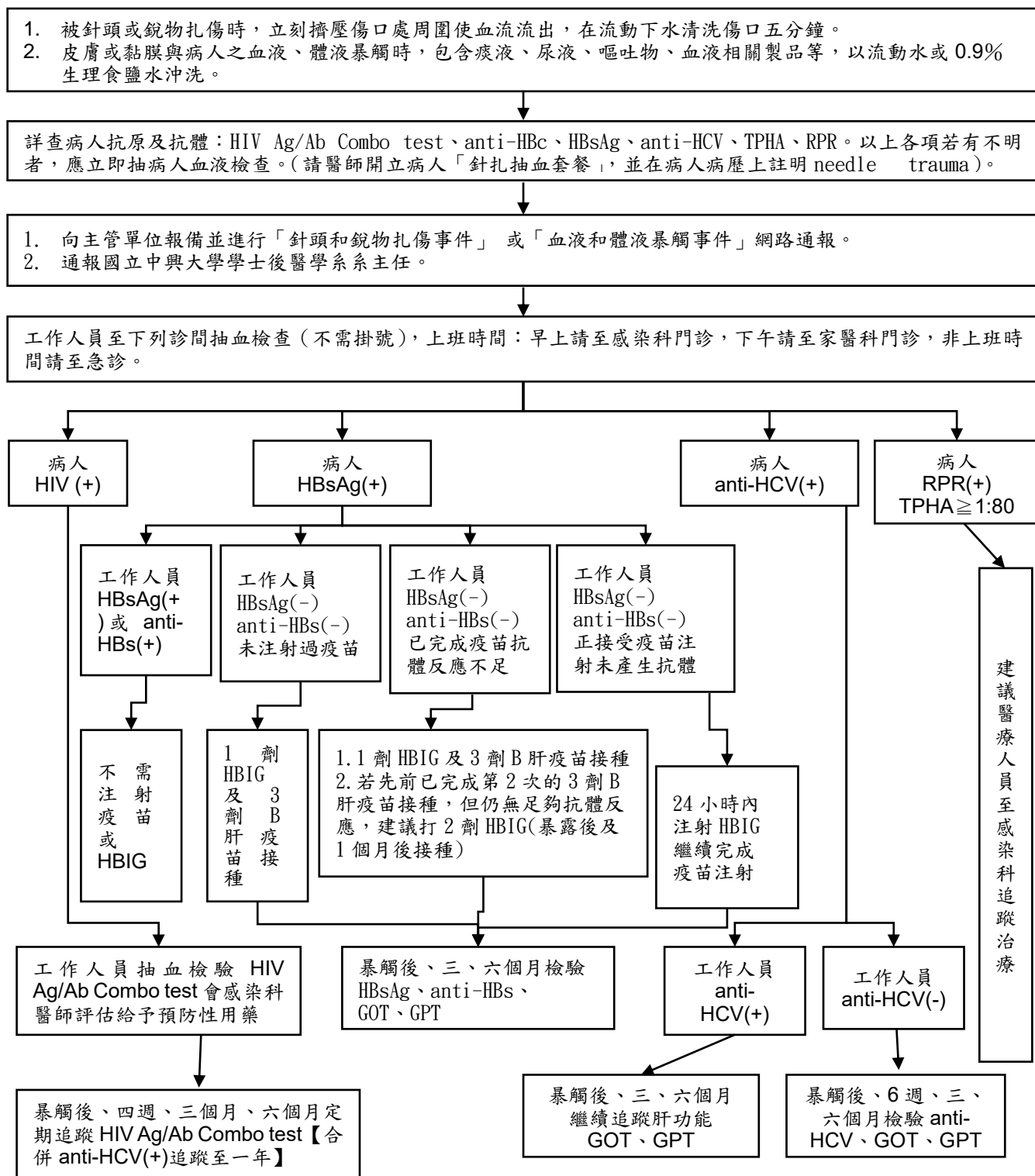
學生姓名		性別		年級		學號	
通訊方式	手機：                                  Mail: <input type="checkbox"/> 住校 <input type="checkbox"/> 租屋 <input type="checkbox"/> 家裡 <input type="checkbox"/> 其他_____						
問題描述							
輔導經過簡述							
輔導後建議							
其他備註							
輔導結果	<input type="checkbox"/> 結案 <input type="checkbox"/> 導師、系上持續追蹤 <input type="checkbox"/> 高度關懷(轉介健諮中心)						

導師簽名：\_\_\_\_\_ 其他輔導人員：\_\_\_\_\_

# 醫學生見習狀況不佳通報機制



## 與教學醫院針扎和血液暴觸後處理流程



附註一：若醫療人員未進行通報，病人報告將無法於24小時內檢出。

附註二：污染源不明，視同陽性處理，觀察期間避免性行為或捐血。

附註三：住院病人請當科醫師自『針扎抽血套餐』開立抽血單；門診及已離院病人請被扎傷醫療人員帶至感染科或家醫科門診，請醫師以『非診間醫師作業--扎傷通報作業』開立抽血單(免費)。

附註四：病人HIV(+)時：上班時間掛感染科門診依一般看診流程開藥；非上班時間，針扎同仁自行呼叫感染科值班總醫師或主治醫師評估之後，醫師評估之後，如需預防性用藥，處方以三天為限，於上班時間後再掛感染科門診開立處方，(預防性投藥儘量不要超過72小時)，並於上班時間後再看感染科門診開立處方。

附註五：HIV Ag/Ab Combo test 項目，不用填寫「愛滋病毒篩檢志願書」，也不用經病人同意，即可立即抽血。