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| **Course title** | **Code** | **Semester** | **Type of course** | **Course volume (Contact hours)** | **ECTS** |
| **Communication skills and academic reporting I** | **MED**  **1003** | **I** | **Mandatory** | 75 | **4** |
| **Faculty, the educational program and level of education** | * School of Medicine and Health Sciences * Higher Medical Educational Program “Medicine” * One cycle 6-year | | | | |

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| **Learning Course Content** |
| * Introduction to the course syllabus * Philosophy of the effective communication * The aspects of the effective communication in the medical environment * Models of communication * Sensory modality in communication (Group/peer/class discussion (5 points)) * Three diagrams of communication (Group/pair presentation (10 points) * Importance of cooperative relations between the doctor and the patient; * Starting the conversation; application of non-verbal and verbal means of communication, eye contact; * The importance of ensuring the welcoming environment (Role play (10 points) * Methods of collecting the information (Role Play (10 points)) * Importance and principle of asking different types of questions * Techniques of asking open and closed questions * Logical order/flow of the questions ensuring the smooth and continues information collecting process (Role play (10 points) * Encouragement of the patient (Role play (10 points) * Silence as one of the aspects of the effective communication; * Showing empathy towards the patient (Group/peer/class discussion (5 points) * Communication with the patient relatives or family members * The basic principles of history taking * The importance of verbal explanation while physical examination of the patient * Main principles of academic writing * Pre-writing step; some effective techniques of generating ideas * The importance of passing through all steps of the academic writing * Writing an effective CV and a resume * Style of academic writing and the requirements of the language: conciseness, accuracy, consistency, completeness * Effective formulation of the purpose of writing at the beginning * Principles of constructing an effective sentence for the academic writing: clarity, conciseness, parallel structures * Writing an effective motivation letter (drafting) * Writing an effective motivation letter (editing, peer review) * Writing an effective application letter (drafting, editing, peer review) * Writing a memo * Writing an electronic letter |
| **Textbooks and Materials** |
| * Grammar and Writing skills for the Health professional;-Doreen Villemaire; Lorraine Villemaire; Delmar Cengage Learning; 2nd. Ed. 2005; * Skills for Communicating with Patients-Jonathan Silverman, Suzanne Kurtz, Juliet Draper; 3rd.ed; Radcliffe Publishing; 2013; * Communication Skills for the Health Care Professional; -Concepts, Practice and Evidence; -Van Servellen, Gwen Marram; Jones and Bartlett Publishers; 2nd.ed; 2009; |