

INFORMATION PUBLICATION

applies for students enrolled in the 2020/2021 academic year

FIRST-CYCLE PROFESSIONAL HIGHER EDUCATION STUDY PROGRAMME

ORTHOTICS AND PROSTHETICS

1. INFORMATION ABOUT THE STUDY PROGRAMME

First-cycle professional higher education study programme *Orthotics and prosthetics* lasts 3 years (6 semesters) and comprises a total of 180 ECTS credits. After completing the programme, the graduate is awarded the professional title **diplomirani ortotik in protetik (VS)** or **diplomirana ortotičarka in protetičarka (VS)**, abbreviation **dipl. ort. in prot. (VS)**.

ISCED:	Health care (72)	SOK:	SOK level 7
KLASIUS-P:	Medical prosthetics (7252)	EOK:	EOK level 6
KLASIUS-P-16:	Medical diagnostic and therapeutic technology (0914)	EOVK:	First-cycle
FRASCATI:	Medical sciences (3)		

2. Basic programme goals and general competences acquired with the programme

The graduate acquires knowledge, skills and mentality for work in the field of prevention, rehabilitation, manufacture and application of technical aids and in education, evaluation, research and progress of the profession. Due to technological advances and increased demand for the restoration of functional abilities of physically disabled persons, the basic goal is to train the graduate for individual production of orthopaedic articles and include him/her in the complex health care system, in which he/she is to participate as an equal member of the rehabilitation team and thus contribute to a better quality of life.

General competencies

- The graduate of orthotics and prosthetics respects moral and ethical principles and values.
- Is able to communicate on the hygienic and technical condition in the external and internal environment that affects human health and is able to take the initiative and participate in health promotion.
- Is able to professionally communicate orally and in writing.
- Communicates with experts from his/her own and other areas of expertise.
- Is able to work in an interdisciplinary team.
- Is capable of research in orthotics and prosthetics.
- Is familiar with professional terminology.
- Is able to make independent decisions.
- Is capable of self-critical and critical judgment.
- Is able to make professional conclusions.
- Is able to obtain, manage and critically evaluate information.

- Is able to analyse, synthesize, manage and anticipate solutions and consequences of phenomena in the field of rehabilitation, application, production and social medicine activities.
- Is able to intertwine knowledge and understanding in a professional way.
- Is able to solve problems in narrower and wider contexts (multi-disciplinary team).
- Engages in the research work in his/her area of expertise.
- Is able to intertwine theory with practical work.
- Has knowledge of the scientific and theoretical foundations of the profession.
- Knows how to learn independently.
- Is able to use information and communication technology in the field of orthotics and prosthetics.
- Is responsible for his/her own learning and is aware of the importance of lifelong learning.
- Is familiar with the contents and methodologies of orthotics and prosthetics.
- Is able to work independently after completing the programme.
- Is able to acquire new knowledge in the area of expertise and follows the development of the profession.
- Communicates in a foreign language.
- Is able to adapt to new situations.

Subject-specific competencies

Competences developed according to the ISPO:

Treatment design

- Understands the anatomical, physiological and pathological conditions of the locomotor system.
- Participates as a member of the clinical team; plays role in examination and specification of technical aids; and advises on the implementation of orthoses / prostheses, applications and rehabilitation.
- Assists, warns and advises on appropriate views on preoperative, postoperative, medical and therapeutic management of an individual's needs in prosthetic and orthopaedic articles.
- Records and informs the rehabilitation team or fellow workers of the patient's condition and family and forms an opinion according to expectations and needs.
- Is able to properly communicate with the patient and his/her family members.

Application, production, operation

- Is able to recognize important clinical features of the patient.
- Is able to formulate prosthetic or orthotic design and select materials, components and technical aids.
- Is able to take negatives and perform the measurements necessary for the manufacture and application of a technical aid.
- Modifies positives, negatives and shape to ensure optimal grip and placement of orthosis and prosthesis.
- Is familiar with the biomechanics of orthosis or prosthesis and its function.
- Is able to perform static and dynamic adjustment; where preliminary training and initial examination is required.
- Performs or supervises the manufacture of orthoses and prostheses.

Evaluation and development

- Advises in a team and participates as an equal member in the final review and evaluation of the article's functions.
- Informs the patient or his/her family members on the proper application, use and maintenance of articles.
- Participates in further procedures and the maintenance, repair and replacement of the technical aids.
- Recognizes the need to repeat any of the mentioned procedures / functions to optimize the adjustment and improve the function.
- Collaborates and consults with other associates involved in patient care and rehabilitation.

Management and supervision

- Is able to control the work of subordinates.
- Performs assigned clinical and laboratory activities.
 - Uses and maintains appliances and equipment.
 - Maintains a safe working environment and procedures.
 - Controls inventory.
 - Is able to solve problems of staff.
 - Is able to manage and control finances.
 - Properly stores data.
 - Ensures quality.
- Purchases working tools to increase productivity.
- Cooperates with expert groups and governmental as well as non-governmental organizations.
- Is able to participate in the planning and implementation of the health care system in the field of orthopaedic technology.

Training

- Is able to supervise and provide training.
- Is able to lecture and demonstrate to his/her colleagues, other experts in the field of orthopaedic technology and interested groups.
- Involves and participates in the professional development process.
- Follows developments in the field of orthotics and prosthetics.
- Professionally contributes with his/her knowledge and can be included in community rehabilitation programme.

Research and development

- Ensures ongoing evaluation process of its activities.
- Participates in evaluation and research programmes.
- Attends scientific / expert meetings or even draws up and publishes articles in expert journals.

3. Conditions for enrolment and selection criteria in the case of restricted enrolment

The candidates who have completed the following may enrol in professional higher education study programme Orthotics and Prosthetics:

- a) matura,
- b) vocational matura in any four-year secondary school programme.
- c) any four-year secondary school programme before 1 June 1995.

When applying, all candidates must demonstrate knowledge of the Slovenian language at the B2 level, according to the Common European Framework of Reference for Languages (CEFR), with the appropriate certificate. Relevant proof of compliance with this enrolment condition shall be:

- a certificate of completion of the Slovenian language exam at B2 level or an equivalent certificate,
- a certificate of primary school completion in the Republic of Slovenia or completion of school abroad that features the Slovenian language,
- a matura certificate or certificate on completed secondary professional education, which also shows the Slovenian language course completion,
- a certificate of completed bilingual (in the Slovenian and foreign language) secondary education or completed foreign secondary school that features the Slovenian language,
- a diploma obtained at a higher education institution in the Republic of Slovenia and a certificate (statement) that the candidate has completed the programme in the Slovenian language.

In the case of restricted enrolment:

the candidates referred to in point a) will be selected according to:

- overall success in matura	60% of points,
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- overall success in Years 3 and 4	40% of points,

the candidates referred to in point b) will be selected according to:

- overall success in vocational matura	40% of points,
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- overall success in Years 3 and 4	30% of points,
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- success in scientific subjects (mathematics, physics or chemistry) in Years 3 and 4 of secondary school	30% of points.

the candidates referred to in point c) will be selected according to:

- overall success in the final examination	40% of points,
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- overall success in Years 3 and 4	30% of points,
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- success in scientific subjects (mathematics, physics or chemistry) in Years 3 and 4 of secondary school	30% of points.

4. Criteria for the recognition of knowledge and skills acquired prior to enrolment in the programme

The student may be recognized knowledge that corresponds to the content of the subjects in the orthotics and prosthetics programme, acquired in other study programmes of the appropriate cycle. The Commission for Academic Affairs of the Faculty of Health Sciences is to decide on the recognition of knowledge acquired before the enrolment based on the student's written application, enclosed certificates and other documents proving successfully acquired knowledge and its content.

In recognizing knowledge acquired prior to the enrolment, the Commission is to consider the following criteria:

- the adequacy of meeting criteria for accession to different forms of education (required prior education for inclusion in education),
- the relevance of the scope of education (the number of hours of prior education with regard to the scope of the subject) for which the obligation is being recognized,
- the relevance of the content of education with regard to the content of the subject for which it is being recognized.

Acquired knowledge may be recognized as a completed obligation if:

- The condition for inclusion in education was in line with the conditions for inclusion in the programme.
- If prior education covered at least 75% of the scope of the subject and if at least 75% of the content corresponds to the content of the subject for which the study obligation is being recognized.

If the Commission establishes that the acquired knowledge may be recognized, the knowledge is to be evaluated with the same number of ECTS credits as the number of credits for the subject.

5. Requirements for progression through the programme

To progress from the first to the second year of study, students need to accumulate 51 credits in Year 1.

Students must complete the following subjects from Year 1:

- Biophysics,
- Fundamentals of biomedicine,
- Anatomy and physiology with pathology,
- Chemistry and technology of materials,
- Special biomechanics and
- Clinical practice 1.

To progress to Year 3, students need to accumulate 60 credits in Year 1 and at least 45 credits in Year 2.

Students must complete the following subjects from Year 2:

- Assessment of locomotor system functioning,
- Prosthetics,
- Movement control and management,
- Computing and CAD / CAM basics,
- Technical aids.

Exceptional progression to the next year of study

The Commission for Academic Affairs may exceptionally allow a student to continue to a higher year:

- to Year 2 if he/she has achieved at least 40 credit points in Year 1,
- to Year 3 if he/she has achieved at least 60 credit points in Year 1 and 42 credit points in Year 2.

During the study period, the student may repeat the year or change the study programme once due to non-fulfilment of obligations in the previous study programme. A student may re-enrol if he/she has gained at least 30 credit points.

6. Conditions for completing studies

In order to complete his/her studies, a student must complete all requirements demanded by courses and pass the diploma thesis.

7. Transferring between study programmes

The transfer between study programmes means the termination of education in the first study programme and the continuation of studies in the second study programme, in which all or part of the obligations completed by the student in the first study programme are recognized as completed obligations of the second study programme.

In transferring between study programmes, the following criteria are taken into account:

- fulfilment of conditions for the enrolment in the study programme,
- the number of places available,
- comparability of study obligations that the student has completed in the first study programme.

CONDITIONS FOR TRANSFER:

Pursuant to the Criteria for transferring between study programmes (Official Gazette of the Republic of Slovenia, Nos. 95/2010), transfers are possible between study programmes accredited in the Republic of Slovenia or implemented in European Union countries, which, upon completion of studies, ensure the acquisition of comparable competencies, among which at least half of obligations under the ECTS from the first study programme, relating to the compulsory subjects of the second study programme, may be recognized pursuant to the recognition criteria.

Pursuant to the Higher Education Act, Criteria for transferring between study programmes (Official Gazette of the Republic of Slovenia, Nos. 95/2010, 17/2011) and other regulations, transfers are possible in the following ways:

1. between study programmes of the same cycle

The transfer is possible between study programmes in health orientation accredited in Slovenia or study programmes in the field of orthotics and prosthetics implemented in the countries of the European Union.

2. Between higher vocational study programmes and first-cycle study programmes

Transfers from higher vocational study programmes are not envisaged.

3. In the case of non-Bologna study programmes adopted before 11 June 2004, transfers are also possible between university and professional higher education study programmes and between

these programmes and first or second cycle study programmes until the termination of the implementation of these programmes.

The transfer is possible from professional higher education and university study programmes in health orientation accredited in Slovenia or study programmes in orthotics and prosthetics implemented in the countries of the European Union.

Upon the fulfilment of the prescribed conditions, the Senate of ZF UL is to decide on the recognition of obligations - and determination of the missing obligations - fulfilled by the student in the previous programme, based on prior consideration of the Commission for Academic Affairs of the Faculty of Health Sciences, which determines the year in which the student is to be transferred depending on the scope of recognized obligations.

8. Methods of assessment

Students' knowledge is evaluated and assessed by individual subjects so that the learning process related to a particular subject is concluded with the examination of theoretical or practical knowledge. Forms of knowledge assessment (oral or written exams, colloquia, seminar papers, logs, projects, portfolios) are defined in syllabuses. The general rules of knowledge assessment are regulated by the Rules on knowledge assessment of the Faculty of Health Sciences, adopted by the Senate of the Faculty of Health Sciences.

Pursuant to the Statutes of the University of Ljubljana, the following grade chart is used for evaluation:

- 10 – Exceptional knowledge without or with negligible faults
- 9 – Very good knowledge with some minor faults
- 8 – Good knowledge with certain faults
- 7 – Solid knowledge but with several faults
- 6 – Knowledge only meets minimal criteria
- 5 – Knowledge does not meet minimum criteria

A student passes the exam if he/she is graded from 6 to 10.

9. Proof of vaccination

Before undertaking clinical training (clinical practice, classes), students must comply with particular conditions, as set out by the Rules on Vaccination, Protection with Medicines and Protection against the Introduction and Spread of Infectious Diseases published in the call for enrolment for individual academic year. Vaccination is not a pre-condition for enrolment. It will be organized within the Faculty of Health Sciences. Students will be informed of the date upon enrolment.