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**Request for Training Position**

**Training position in the clinic/department**

.....

for a total of .....days

Requested dates .....

**Name and surname, title**

.....

Date of birth ..... Personal ID  
number.....

Residence

.....

Postcode ..... Tel. .... Email.....

Assigned to field of study.....

\*I am completing my professional practice as part of my specialisation studies (select and tick)

- a) Basic foundation    b) Own specialised training    c) study LF / ERASMUS / IFMSA

**Employer/school, faculty**

.....

Address

.....

Responsible person authorised to sign the agreement on behalf of the  
employer.....

ID No...../Tax ID

No.....


We are VAT payers (select and tick)                       yes                       no

Bank connection (account number, bank  
code).....

Postcode ..... Tel. .... Email

.....

Your employer/school is sending you on an internship (select and tick)     yes                       no

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*I consent to the above data being handled in accordance with Act No.110/2019 Coll. on the processing of personal data and on amendments to certain acts, as amended.*

.....  
Date and signature of  
applicant/intern

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Opinion of the head of the TUH clinic/department regarding the internship

.....  
.....  
.....

Name of trainer:

Date and signature of the head of clinic/department

Department stamp

*\* to be filled in only by doctors and pharmacists*

***Access to the training site will not be granted without an internship agreement.***


***Familiarization with the basic duties of the intern in complying with the OSH and fire safety regulations in TUH:***

Each intern is obliged to comply with all regulations relating to the work performed, which are set out in work procedures and regulations to ensure safety and health at work, as well as regulations related to fire safety.

***OCCUPATIONAL SAFETY AND HEALTH:***

***Each intern is obliged to:***

- look after their own safety, their own health and the safety and health of natural persons who are directly affected by their actions or omissions at work,
- comply with legal and other regulations and instructions of the employer to ensure safety and health at work, with which they have been duly acquainted, and follow the principles of safe workplace behaviour and the employer's information,
- observe the specified procedures at work, use the specified work equipment, means of transport, personal protective equipment and protective equipment and not arbitrarily change or discard them,
- not consume alcoholic beverages and not abuse other addictive substances in the employer's workplaces and outside these workplaces during working hours, not to enter the employer's workplace under their influence and not smoke in workplaces and other areas where non-smokers are also exposed to the effects of smoking and, when instructed by an employee designated by the employer in writing, to submit to testing for the use of alcohol or other addictive substances,
- notify their superior of deficiencies and defects in the workplace which endanger or could directly and seriously endanger the safety or health of employees at work, in particular the

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- threat of an emergency or deficiencies in organisational measures, defects or failures of technical equipment and protective systems designed to prevent them,
- with regard to the type of work performed by the employee, to participate, to the best of their ability, in the elimination of deficiencies identified during inspections by bodies responsible for the performance of inspections pursuant to special legal regulations,
  - immediately notify their superior of any work-related injury if their health condition permits it, the work-related injury of another employee, or the injury of another natural person they have witnessed, and cooperate in clarifying the cause of the injury.
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***FIRE PROTECTION:***

***Each employee (intern) is obliged to:***

- to act in such a way that their actions do not cause a fire and thus endanger the life and health of people, animals and property; in particular when using heat, electrical, gas and other appliances and equipment, when storing, handling or using flammable or fire-hazardous substances and when working with an open flame,
  - to obey orders and respect prohibitions designed to ensure fire safety in marked or fire-hazardous places,
  - not to damage and maintain in usable condition all fire protection and safety equipment,
  - know the location of fire protection and fire safety equipment in the workplace and know how to use it,
  - when detecting a fire, to try to extinguish it by all available means and, if this is not possible, immediately take measures to prevent the spread of the fire, report the fire to the fire brigade (tel. 150) and the manager and sound a fire alarm (by yelling "FIRE"),
  - after a fire breaks out, to follow the instructions of the employee who organises the fighting of the fire (or evacuation) and, after the arrival of the fire brigade, follow the instructions of the commander,
  - to provide adequate personal and material assistance in combating fires, natural disasters and other emergencies (unless they expose themselves or others to serious danger or a serious circumstance prevents them from doing so),
  - to report to their superior employee defects and deficiencies that could endanger fire safety and, according to their powers and possibilities, to participate in their elimination,
  - to report all fires to their superior employee, even those they extinguish on their own,
  - when operating electric cookers, heaters, machines, equipment, to follow the manufacturer's instructions, and valid fire protection regulations with which they have been acquainted,
  - before leaving the workplace, to take such measures as to prevent a fire, emergency or endangerment of property.
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***In Prague on:***

***Intern's signature:***