

## **REPORT**

EXTERNAL EXPERT COMMISSION (EEC) ON THE RESULTS OF VISITING EDUCATIONAL INSTITUTIONS OF THE COLLEGE "AYAZHAN"
May 16-18, 2017

INSTITUTIONAL ACCREDITATION

# INDEPENDENT AGENCY FOR ACCREDITATION AND RATING EXTERNAL EXPERT COMMISSION

Addressed to Accreditation Statement



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In accordance with the order of the Independent Accreditation and Rating Agency No. 25-17-OD of April 17, 2017, from 16 to 18 May 2017, the External Expert Commission assessed the educational activities of the Educational Establishment of the Ayazhan College with the standards of institutional accreditation of the Independent Accreditation and Rating Agency (IAAR).

The report of the external expert commission contains an assessment of the activities of the Educational Establishment of the College "Ayazhan" with the criteria for institutional accreditation of the NAAR, recommendations for the accreditation council, recommendations for improving the quality of the organization's activities.

The external expert commission worked in the following composition:

- **1. Commission chairman -** Kusainov Amangeldy Mukushpaevich, head of the department of "Stomatology" Republican Higher Medical College (Almaty);
- **2.Expert -** Nurlanova Rysty Berekelovna, consultant of the Republican Higher Medical College, chairperson of the educational and methodical Council of the Union of Medical Colleges of Kazakhstan (Almaty);
- **3.Expert -** Smakova Saule Sotsialovna, teacher of special disciplines of LLP "Medico-Technical College of Astana" (Astana);
- **4.Expert-**Sydykova Alma Muratkhanovna, Teacher of Dentistry, Esik Medical College LLP (Esik City);
- **5. The employer** Kuanov Turebek Onasynovich, chief doctor of the PCU on PHV polyclinic № 32 (Almaty);
- **6. Student -** NasirovaMuldir Serikyzy, fourth-year student of the specialty "Medical business" of the NGO "Kazakh-Russian Medical College" (Almaty);
- **7. The observer from the Agency** Alena Zakenova, Head of Medical Projects of the Agency (Astana).

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## 1. REPRESENTATION OF EDUCATIONAL ESTABLISHMENT OF THE COLLEGE "AYAZHAN"

Educational institution "Ayazhan" college was opened in 1993, as a private medical school. In 1995 - reorganized into the college. On March 27, 2000, the Ministry of Justice of the Republic of Kazakhstan made a state re-registration of a private medical college in the College of Education "Ayazhan". The college is located at the address: Almaty, Talas Street, 1, Phone / fax: 8 (727) 223-22-74, Web site: www.medayazhan.kz, E-mail: info@medayazhan.kz.

Establishment of education "Ayazhan College" The decision of the organizing committee of the National Business Rating in the Republic of Kazakhstan was awarded the National Certificate "Industry Leader 2015".

The activity of the college is carried out on the basis of:

- The charter of the educational establishment of the college "Ayazhan" in Almaty, registered on September 14, 1993 in the Ministry of Justice of the Republic of Kazakhstan with the amendments introduced on October 17, 2016 in the Department of Justice of Almaty, Turksib District;
- Since 2010, the educational activity of the college is carried out on the basis of a state license issued by the Almaty Economy and Budget Planning Department on the basis of Order No. 122-n / 1 dated 06 August 2010 of the AA-5 series No. 0106319, general, validity is unlimited, with The appendix to the license on the specialties: 0301000 "Medical business", 0302000 "Nursing" .0307000 "Orthopedic stomatology";
- Certificate of registration of a legal entity No. 5910-1910-U of 27.03.2000, registered with the Ministry of Justice of the Republic of Kazakhstan.

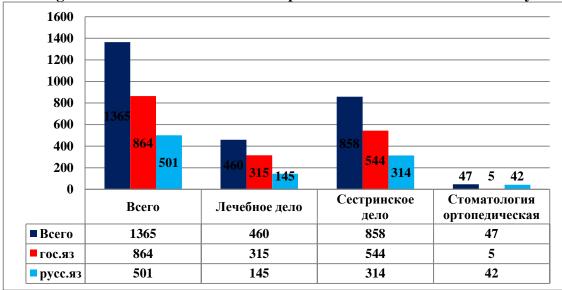
The director of the Educational Establishment College "Ayazhan" is Kurumbaeva Kuldarikhan Kurzhikovna. She is the chairman of the "Kazakh tyly" company of the Turksib district, chairman of the polling station No. 451.

The college was last attested by the Commission of the Control Committee for Medical and Pharmaceutical Activities of the Ministry of Health of the Republic of Kazakhstan, Order No. 6 of January 3, 2013 "On the Results of the State Attestation of the Educational Establishment of the College" Ayazhan".

Деятельность колледжа осуществляется на основании:

- The charter of the educational establishment of the college "Ayazhan" in Almaty, registered on September 14, 1993 in the Ministry of Justice of the Republic of Kazakhstan, as amended on October 17, 2016 in the Department of Justice of Almaty, Turksib District.
- Certificate of registration of a legal entity No. 5910-1910-U of 27.03.2000, registered with the Ministry of Justice of the Republic of Kazakhstan.
- Since 2010, the educational activity of the college is carried out on the basis of state license No. 0106319 dated August 3, 2010, general, the period of validity is unlimited, with the application to the license for the specialty 0301000 "Medical case" issued by the Education Control Department of the city of Almaty Committee On control in the sphere of education and science of the Ministry of Education and Science of the Republic of Kazakhstan.

Contingent of students in the context of specialties for the 2016-2017 school year



The analysis of the contingent indicates an increase in students in the specialty "Nursing", in connection with the demand for practical health care.

The college is located at: Almaty, Talasskaya Str., 1, Phone / fax: 8 (727) 223-22-74, Web site: www.medayazhan.kz, E-mail: info@medayazhan.kz

The structure of the college corresponds to the implemented educational programs and includes:

- Deputy Director for Academic Affairs;
- Deputy Director for practical work;
- Deputy Director for Educational Work;
- Deputy Director for Human Resources;
- Deputy Director for Economic Work;
- Quality manager;
- Accountant;
- Department heads
- The psychologist;
- Chairpersons of the CMC.

Educational institution "Ayazhan College" is located in its own two-story building with an area of 907.9 square meters. The offices of preclinical practice in special disciplines: the basics of nursing, propaedeutics of internal diseases, therapy, surgery, pediatrics are deployed on the basis of the Railway Hospital. For the conduct of professional practice in the basic medical organizations of the City Clinical Hospital at PHV, the City Clinic No. 32, the PCP at the Clinical Hospital of the City Clinical Hospital No. 4, the PCP at the Polyclinic No. 9 of the City Clinic, there are study rooms equipped with necessary furniture, teaching aids and methodological literature.

The training rooms correspond to the current sanitary standards, fire safety requirements, as well as the qualification requirements for licensing the educational activities of educational organizations, which ensures the implementation of the curriculum and programs provided for by the State Obligatory Education Standard of the Republic of Kazakhstan.

SCP and PP are conducted directly at the clinics' databases, provided to the college under concluded contracts, under the constant supervision of methodical leaders and the deputy director for practical training.

Clinical databases are: HCV on PHV City Clinical Hospital No. 4, HCV on PHV maternity hospital № 4,2, PCP for PHV City polyclinics No. 32,13, 9, ambulance station, Almaty Railway Hospital I.

The medical activity of the college is carried out on the basis of a state license issued by the Entrepreneurship and Industrial Innovation Development Department of the city of Almaty No. 0103114 dated August 3, 2009, general, validity is unlimited, with attachment to the license for primary health care.

Nutrition of students during their stay in an educational institution - an important condition for maintaining their health and ability to effectively train, is provided by the means of their parents. In the college there is a canteen and a buffet for 50 seats with hot and cold food. The sanitary condition, technology of preparation of dishes is systematically controlled by representatives of the SPS of Turksib district and the nurse of the college.

#### 2. DESCRIPTION OF THE VISIT EEC

The visit of the external expert commission in the Educational Establishment "Ayazhan" college was organized in accordance with the program coordinated with the chairman of the EEC, the director of the college and the director approved by the IAAR (annex).

16.05. 2017, a preliminary meeting of the members of the External Expert Commission (EEC) of the IAAR took place. During the organizational meeting the visit program was clarified, the responsibility of the members of the EEC was distributed. A brief review of the Report on Institutional Self-Assessment of the UAE "Ayazhan College" has been conducted, additional information has been identified which should be requested from the college to fully inform the EEC members when conducting institutional accreditation.

To obtain objective information on the assessment of the activities of the college, the following methods were used by the EEC members: visual inspection, observation, interviewing of employees of various structural units, teachers, trainees, graduates and employers, questioning of teaching staff and trainees. In total, 553 people took part in the meetings (see table 1).

Table 1 Information on employees and students who took part in meetings with the EEC IAAR.

MAK.	
Category of participants	Quantity
Director	1
Deputy Directors in the areas of activity	5
Chief Accountant	1
Methodist	1
Heads of departments	3
Heads of the cycle methodical commission	2
Teachers	108
Students	89
Graduates	20
Employers	9
Total	553

The visit program of the EEC was implemented in full. The staff of the Educational Establishment of the College "Ayazhan" provided the presence of all persons indicated in the visit program.

During the visit, the EEC members' conversations with the leadership, teachers and students of the college, graduates and employers were held.

During the work of the EEC, the following types of work were carried out:

- 1) Visual inspection of the infrastructure of the college: visits to the offices, test center, simulation center, visits to practical bases, library, medical office.
  - 2) Interviewing staff, questioning teachers and students
  - 3) attendance of practical classes:

- <u>- On the basis of the main building</u>: "Carrying out the sanitary cleaning of the patient. Carrying out sanitary cleaning of the patient during incomplete recovery" on the discipline "Fundamentals of Nursing" in the group MB-103 of the specialty "Medical business" (teacher Atagarova MO);
- "Primary diagnosis of pregnancy. Hygiene of a pregnant woman" in the discipline "Obstetrics and Gynecology" in the MB-205 group of the specialty "Medical business" (teacher Uzakbaeva U.Zh.);
- on the basis of the building №2: "The importance of the nervous system" in the discipline "Anatomy" in the group MB-101 specialty "Medical business" (teacher Onalbekov M.Sh.);
- The final lesson on the discipline "Anatomy" in the group MB-104 specialty "Medical business" (teacher Tayburov A.B.);
- The final lesson on the discipline "Anatomy" in the MB-104 group of the specialty "Medical business" (teacher Nurakhanli Uzakbay);
- "Methods of examination of patients with diseases of the digestive system" in the discipline "Propedeutics of Internal Diseases" in the group MB-204 of the specialty "Medical business".
- On the basis of polyclinic № 13: "Syndromes of kidneys and urinary system. Instrumental and laboratory methods of research" in the discipline "Propedeutics of Internal Diseases" in the MB-203 group of the specialty "Medical business" (teacher Yryskulova Zh.S.).

In accordance with the accreditation procedure, 50 teachers and 69 students were questioned.

For the work of the EEC, the necessary conditions were created, access to all information resources was organized.

The Commission notes the sufficient level of corporate culture of the staff of the Educational Establishment College "Ayazhan", the high degree of openness of the team in providing information to the members of the EEC.

Recommendations for improving the activities of the college, developed by the EEC on the results of the examination, were orally presented at a meeting with the leadership on May 18, 2017.

# 3. CONFORMING TO THE STANDARDS OF INSTITUTIONAL ACCREDITATION

#### 3.1 STANDARD "MISSION AND STRATEGIC OBJECTIVES"

The mission developed and approved in the college is to provide high-quality educational services, to train competitive specialists in demand in the labor market in the health care system of the Republic of Kazakhstan. The mission and goals were approved on August 28, 2016 at a meeting of the Pedagogical Council (Protocol No. 1). The document "Mission and goals of the college" is posted on the official website of the college (www.medayazhan.kz).

To ensure effective activity, the Educational College "Ayazhan" in September 2016 developed the Strategic Plan for the development of the college for 2016-2019, on the basis of which the Comprehensive Work Plan for the College for the 2016-2017 academic year was drawn up.

The main objectives of the strategic development of the Educational Education College "Ayazhan" are:

Increasing the level of students' satisfaction with the quality of educational services, improving the performance and quality of knowledge, increasing the number of teachers with the highest and the first qualification category, increasing the number of educational and methodological literature, equipping the cabinets with simulation simulators, phantoms.

The content of the mission and the strategic plan of the college were discussed at the meetings of the pedagogical council, methodological council, meetings of the cycle methodological commissions and brought to the attention of the staff of the college and students. Strategic directions of the development of the college are supported by management and relevant resources (material and technical base and intellectual).

The college budget allows the head of the college to systematically implement the development strategy. Contents of the strategic plan for the development of the college for 2016-2019. Corresponds to the stated mission of the college and ensures the achievement of the final results of training.

The goals, objectives of the mission and the strategic plan of the college correspond to all the activities of the educational institution.

#### Strong sides:

The goals, objectives of the mission and the strategic plan of the college correspond to all the activities of the educational institution.

Has an approved strategic development plan that defines all activities, as well as reflects the priority areas of the college.

#### Recommendations:

Regularly carry out a review of the mission and strategic objectives and issue a protocol.

IEK notes that according to the 17 criteria of this standard, the college has a strong position

#### 3.2 STANDARD "ADMINISTRATION AND MANAGEMENT"

The College analyzes the strengths and weaknesses, opportunities in the labor market and plans activities to improve the quality of educational activities.

Openness and transparency of the management system is ensured by the availability of information on the leaders and structure of the college, on decisions taken by collegial bodies, on important events. Information is disseminated through announcements on the website, on information boards, by e-mail, orally and in writing at seminars and meetings, through announcements through curators, department heads, deputy directors, CMC chairpersons, methodologists.

All decisions and recommendations adopted by the Pedagogical Council with the established deadlines for their execution are formalized by the secretary in the form of protocols in the electronic version. The secretary informs the relevant structural units about the questions put to the pedagogical council, in accordance with the work plan of the teachers' council.

Internal control of the activities of the college is held twice a year after the end of the semester at the meeting of the pedagogical council, where all the structural units report.

In the college, a working group has been set up to monitor educational, methodological, control and measuring materials and cabinet resources from the most competent employees, the purpose of control is to match the educational process to the content of the existing state-owned RSO, the mission statement and the college strategy.

The college "Ayazhan" received the Certificate for compliance with the requirements of ST RK MS ISO 9001-2009 No. KZ.7100795.07.03.01236 from 10/10/2016 to 10/10/2019.

The results of the college "Ayazhan" are aimed at improving the quality of teaching:

- -regular monitoring of educational process results;
- -improvement of material, technical, information base;
- -Introduction of elements of the dual form of training;
- -social partnership with the medical organizations of the city of Almaty.

"Quality management" - defines the objectives and policies in the field of quality, determines the requirements for the implementation of educational services and their analysis,

the responsibility and authority of personnel in accordance with functional responsibilities, the organizational structure of the CMC and its documentation, the necessary resources.

The directions in the activity of the educational institution in the CMC are:

- continuous improvement of quality through continuous analysis of the activities of the institution,
  - making changes as necessary and adjusting them.

The expert commission notes the effectiveness of the educational and methodological and educational process: the pedagogical and methodological councils, the cycle methodological commissions, the group supervisors' council operate on the basis of the approved annual plans. The activities laid down in the plans of the above councils cover all educational, methodological and educational work, their implementation is confirmed by the minutes of the meetings, annual reports. Teachers have individual work plans, lists of mutual visits (analyzes of attending classes).

In the college, according to the organizational and staff structure of management, the provisions of each structural unit and job descriptions for all employees have been developed and approved. The provisions of the divisions establish the appointment, main functions and tasks of the unit. In job descriptions of the staff of the college qualification requirements, rights and duties, responsibility of the employee appointed to the relevant position are determined. The original documents are stored:

Job descriptions (JD) - in the personnel department;

Position on the division (PD) - from the quality manager.

Management systems are ensured by openness, transparency and accessibility of information on leaders, the structure of the college, on decisions taken by collegial bodies, on important events. Information is disseminated through announcements on the website, on information boards, by e-mail, orally and in writing at seminars and meetings, through announcements through curators, department heads, deputy directors, CMC chairpersons, methodologists.

All information is timely announced or duplicated on the official website of the college in the relevant sections. For example, in the "Students" section, students can get acquainted with the academic calendar; The schedule of classes and examinations; Schedules of examination sessions, delivery of HES.

The college has a letter box for letters, which is reviewed wEEC ly at a meeting with the director. Reception of citizens on personal issues is conducted daily from 15-00 to 17-00 hours.

The system of consideration of complaints and appeals by the administration of the college Is regulated by the SAM "On the Procedure for Considering Applications from Individuals and Legal Entities" No. 221 of 12.01.2007, by the order of the Prosecutor General of the Republic of Kazakhstan "On Approving the Rules for Accounting for Applications of Individuals and Legal Entities" and instructions for its compilation from 16.11.2011.

The general procedure for handling complaints and appeals is as follows:

- a continuous analysis of complaints, proposals and appeals in the box for appeals and offers of individuals and legal entities is carried out in a commission in the presence of the director;
- the reception by the director on petitions of a personal nature of individuals and legal entities is conducted daily;
- complaints and suggestions of students can be taken in the course of a conversation with the curator of the group, the heads of departments; Students can also apply personally to the head of the departments daily;
- e-mail <u>info@medayazhan.kz</u> was created where representatives of interested parties can send their messages: teachers, trainees, parents, employers, etc.

Collegiate bodies have been created in the college, namely: the pedagogical council, the methodological council, the parent committee, the student council, which actively participate in the resolution of all issues, and make proposals for improving the main areas of activity;

Participate in teaching and educational work; In research projects; Employers participate in meetings of the Board of Trustees; Job fair; In the preparation and approval of examination materials, the assessment of knowledge for the Final State Attestation.

Participation of teachers in the management of the college is carried out in accordance with the employment contract, as well as documents for the management of the medical college, guidance documents for structural units and guidelines for the management of educational, scientific and extracurricular activities.

In the college "Ayazhan" the budget is formed due to the receipt of money from paid educational services.

The financial condition of the college depends on the amount of income and expenses.

The number and the wage fund of college employees tend to increase.

The principles of the allocation of funds and the formation of tangible assets are based on the development strategy of the college, consistent with the mission and objectives.

The financial status of the college is systematically checked by local authorities: the Tax Committee of the Turksib District.

Based on the results of the audit of financial assets, there is no debt on taxes and wages.

Financial resources are directed to the development of the material, technical, educational-laboratory, information-technical, socio-cultural bases, information-methodological and library support of the educational process. Estimating the efficiency of the allocation of financial resources, based on the mission, it should be noted that the sustainable profitability of the college, allows you to reinvest net income in core activities and thereby contributes to improving the quality of the educational services provided.

The main areas for planning the flow of financial resources into the college is the planning of the contingent of students, the volume of which influences the receipt of appropriations.

The management of income is based on the principles of diversification of sources of financing and services provided. Accounting college using the "1C" program generates information on the income of the organization in terms of training programs and funding sources, processing data on cash flow to the college cash desk.

Annual investments in the improvement of the educational and laboratory facilities, the acquisition of computer equipment and the replenishment of the library fund make it possible to speak of supporting the educational programs of the college, which contributes to their development and the provision of quality educational services.

The financial condition of the college allows each year to raise salaries for teachers and employees, allocate funds to organize the upgrading of their teachers, and there is also the opportunity to provide social support.

The college has a flexible system of payment for tuition, there is a system of providing social support for the period of training for students with disabilities due to health problems, orphans and children left without parental care and under guardianship.

In accordance with the results of the ranking of the full list of subjects of economic activity of the Republic of Kazakhstan, the establishment of the college "Ayazhan" was awarded the title of "Industry Leader 2015". Based on the results of the ranking, which is based on statistical data on payment of taxes and other mandatory payments to the budget as of December 2014, the college ranked Silver among medium-sized enterprises of the Republic of Kazakhstan OKED 85322 (secondary specialized education) according to the criterium "Total nomination" from the President of the International Rating Union of National Business Ratings.

#### Strong sides:

The management system of the college contributes to the achievement of the mission and strategic goals, creates and maintains an environment for learning.

Management systems are ensured by openness, transparency and accessibility of information on leaders, the structure of the college, on decisions taken by collegial bodies, on important events.

The leadership of the medical college demonstrates the openness and accessibility of the administration for students, teachers and parents.

IEK notes that according to the 14 criteria of this standard, the college has a strong position.

#### 3.3. STANDARD "EDUCATIONAL PROGRAM"

At present, the college prepares three educational programs for specialties: 0301000 "Medical business", 0302000 "Nursing business", 0307000 "Orthopedic stomatology".

Educational programs are compiled on the basis of the state general educational standard and standard professional training programs in medical and pharmaceutical specialties (STATE ALL-UNDER COMMON STANDARD OF EDUCATION) approved by the Ministry of Health and Social Development of the Republic of Kazakhstan dated July 31, 2015, No. 647.

The content of the educational programs of the college is developed in accordance with the mission, goals and objectives: the provision of quality educational services, the preparation of competitive professionals in demand in the labor market in the healthcare system of the Republic of Kazakhstan.

The management of the educational institution of the college "Ayazhan" distinguishes the following priority areas in the activity:

- the interest of practical public health in the framework of public-private partnership through quality educational services;
- ensuring the quality of educational services, including through the systematic increase in the capacity of the teaching staff, the selection of contingent entrants;
- modern educational and methodological support of the educational process, creation of an effective educational environment and the formation of professional leaders in a competitive environment;
- improving the information support of the educational process, improving the internal information management system of the college;
- providing conditions for productive and creative work of the pedagogical staff, development of infrastructure, improvement of the material and technical support of the college.

In the college as practical bases for conducting educational, training and production and pre-diploma practice on the basis of concluded contracts with 8 basic medical organizations. The Expert Commission visited 3 basic medical organizations - the City Clinical Hospital No. 4, the PCP at the PHC City Polyclinic No. 32, the HCV on the PHV City Polyclinic No. 9. These medical organizations have all the necessary conditions for qualitative passage of all types of practices: there is a dressing room for students, training rooms, equipped with amulet equipment, visual aids, methodical literature. Seminars, trainings and master classes are held in the conference rooms of the MoD.

Revision of working curricula is carried out by the deputy director for academic work at the beginning of the academic year. The training programs developed in accordance with the current state standards are reviewed annually with their actualization.

The components of the curricula, the schedule of the educational process, the budget of the study time, the curriculum plan, the lists of the academic disciplines and the sequence of their study, the structure, types and relationships of the types of training load, the types and amounts of intermediate certification, the standard terms of training, the variability of the final state certification are sustained in Accordance with the standard curriculum of the state compulsory standard of technical and vocational education in this specialty.

Disciplines included in the curriculum have a final form of control. Set-offs, differentiated tests and control works are carried out at the expense of the time allocated for studying this discipline, examinations - within the time allotted for attestation.

In the development of working training programs on the theoretical and practical stages, the production practices take into account the opinion of representatives of the LPO, present at the meetings of the pedagogical councils, methodical leaders of practices, employers. Annually, on the basis of the college, professional contests are held: "The best medical assistant", "The best nurse", scientific and practical conferences, seminars, trainings, where representatives from the field of health introduce their own corrections, wishes for further professional growth of graduates.

Assessment of the quality of educational programs was carried out on the basis of the analysis of curricula, QMS, questioning of students and faculty, attending classes.

Questioning of students, interviewing the participants in the educational process, and examining the material and technical base show that interactive methods of conducting classes, as well as information and computer technologies are regularly used in the educational process.

#### Strong sides:

The educational program demonstrates the sequence of goals, structure and content of the program, policies and procedures for admission of students, methods of teaching and teaching, a library of educational literature and teaching aids, including electronic media, audio and video materials.

Educational programs are compiled on the basis of the state general educational standard and standard professional training programs on medical and pharmaceutical specialties (GOSO), approved by the Ministry of Health and Social Development of the Republic of Kazakhstan dated July 31, 2015, No. 647.

To realize the goals of the educational program, the educational institution has a dynamically developing material, technical and educational base, a qualified human resources potential, and a developed system for improving the pedagogical qualifications of teachers.

#### Weak sides:

Lack of scientific research groups in clinical disciplines.

#### **Recommendations:**

To improve the work on regular assessment and monitoring of the educational program. Increase the number of group work and involve students.

IEK notes that according to the 19 criteria of this standard, the college has strong positions, the 2 position is satisfactory.

#### 3.4 STANDARD "TEACHERS"

In the college, according to the requirements of the CMC ST RK ISO 9001-2009, regulations on structural divisions and job descriptions of the college staff have been developed and approved.

The Strategic Development Plan of the College provides for measures to increase the indicators of qualitative composition and the formation of professional competence of college teachers.

Institutional policy of teaching staff is carried out according to the following principles:

- a democratic approach to teachers and college staff;
- combination of interests of the management team and the managed subsystem;
- availability of the manual;
- stimulating the activities of teachers and staff of the college, etc.

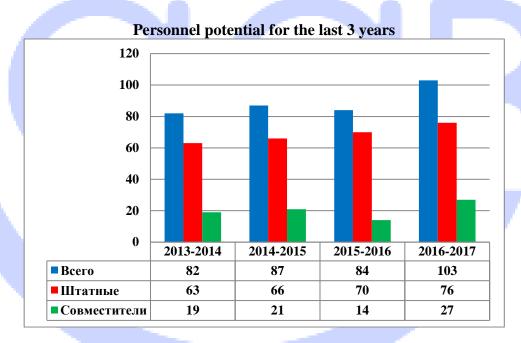
Institutional policy of the college is based on observing the priorities chosen by it in the preparation of competitive middle-level specialists, personnel policy, education of a harmoniously developed personality, enhancing the image of the medical profession, strengthening the material and technical base, and social support of teachers and students.

With respect to the teachers and staff of the college, the procedures for hiring, getting familiarized with the employment contract (contract), with the internal rules, rights and duties, with the instructor's instructions and with the issued orders for admission, transfer, transfers are carried out. The process of promotion and rotation of personnel is carried out by the management of the college on the basis of professional achievements, performance discipline, managerial skills. The range of promotion allows the employee to go from the position of the teacher to the position of department head and deputy director.

For the effective management of the "Ayazhan" college by the legal acts of the college, the "Job Regulations" developed the "regulatory instructions" regulating functions, duties, rights and relationships of managers, teachers and other categories of employees.

The admission to the position of the teacher is carried out on the basis of the resumes provided in accordance with the staff schedule approved by the director of the college. When reviewing the resume, basic education, work experience, and experience are taken into account. Qualification category. Taught discipline.

The number of full-time teachers and part-timers from practical public health services fully meet the need for educational programs, which is confirmed by taking into account the hours worked.



In the 2016-2017 academic year, 103 teachers are involved in the training of the students, of which 76 (73.7%) full-time teachers and 27 (26.2%) part-time teachers.

Of the full-time teachers 1 (1.3%) - doctor, 3 (3.9%) candidate and 6 (5.9%) masters of science, have qualification categories: the highest-16 (15.5%), the first - 7 (6.7%), the second - 16 (15.5%), did not have the category - 27 (26.2%).

The work of the teacher in the UO "Ayazhan" college is carried out on the basis of the developed individual plans, developed according to a certain scheme, including goals and tasks, the terms of preparation of educational and methodological material, etc.

The analysis of the quantitative and qualitative composition of teachers corresponds to the qualification requirements for educational activities to staff the human resources.

The results of work on individual plans are reported at a meeting of the CMC, with a written report with further monitoring by the CMC chairman.

Assessment of the competence of teachers and the effectiveness of the quality of teaching is carried out by monitoring the current, intermediate and final control of knowledge, open lessons, mutual visits of classes, teachers' reports on the implementation of individual work plans. The opinions of internal consumers (learners) about the quality of educational services and the level of competence of teachers are identified by the method of questioning "Teacher through the eyes of a student" and external evaluation (feedback from employers).

In the college with a methodical office, the "Beginning Teacher's School" functions, helping young beginner specialists to implement the educational process in a quality manner.

Monitoring of the effectiveness and effectiveness of innovation and the use of active methods of teaching college teachers is carried out through systematic analysis of the methodical service, the results of innovation are heard at the meetings of the methodological council, pedagogical and scientific conferences, published by teachers in scientific journals.

The results of the anonymous questionnaire survey of 21 teachers testify to their satisfaction with the quality of the organization of the educational process, the availability of the necessary training and technical training facilities for quality training of specialists and the creation of conditions for students and teachers.

For competent and professional-quality conduct of classes, knowledge of the methods of conducting classes, beginning teachers must be sent by the personnel department, for passage through the PFC in the specialty.

In the Educational Establishment "Ayazhan" college the in-service training is carried out in various forms: the PFC courses at the "National Center for Advanced Training "Yarleau", the Almaty Institute for Advanced Training and Retraining of Teachers, the Almaty State Institute for Advanced Training of Doctors, participation in seminars, competitions of city and republican levels.

Teachers raise their professional level by studying in the magistracy, receiving a second higher education, as well as at various courses, seminars and trainings. The analysis shows that the professional level of teachers increases every year.

The teaching staff every five years are certified for qualification.

#### Strong sides:

High potential of the teaching staff.

Pedagogical composition of the medical college corresponds to the qualified requirements and specificity of educational programs.

The number of full-time teachers and practitioners of part-time practitioners who are drawn from practical health care fully meets the need for educational programs, which is borne out by the hours worked, and the "Job descriptions" regulate the functions, duties, rights and relationships of managers, teachers and other categories of employees.

#### Weak sides:

Insufficient introduction of innovative technologies in the learning process.

#### Recommendations:

To improve the development and implementation of innovative teaching technology. Continue work on the production of educational literature.

IEK notes that the college has strong positions on 10 criteria of this standard, 1 position is satisfactory.

#### 3.5. STANDARD "STUDENTS"

The college "Ayazhan" determines the number of students being accepted in accordance with the material and technical and educational-methodical capabilities. Entrants are admitted on a contractual basis with full compensation for the cost of education. With the entrants, the

college concludes a contract with the indication of rights, duties, mutual responsibility of the parties, the cost of educational and educational services

The set of students is carried out by the admission committee by carrying out:

- vocational guidance work during the year by college teachers among students in the schools of the city and the region;
- "Open Day" for graduates of 9th, 11th grades of secondary schools in Almaty and Almaty region with a visit to the classrooms;
- posting information about admission to the college on the website, in the reference books for entrants, on the curbstones "Almaty zharnama";
  - broadcast advertising videos on television.

During the activity of this educational institution there is a constant tendency towards an increase in the number of applicants.

The total contingent of students is only 1437, of which the expected release for the 2016-2017 school year is 395.

Trainees annually participate in intercollege, city and republican competitions of scientific works, actively participate in public life of the college through various student organizations, associations such as: Student Council, sports sections and associations of interests.

In order to improve the quality of the organization of the educational process, the internal monitoring of students' satisfaction with the quality of the college's work is carried out: questioning by the school psychologist in different groups of students, assessing the pedagogical activity of teachers being trained.

Analysis of the results of the final state certification shows that the knowledge, skills, skills of graduates meet the qualification requirements and the State compulsory education standards for all specialties.

The results of the final certification for the periods from 2013-2016 for the specialties "Medical business", "Nursing business", "Orthopedic stomatology" testify to 100% of the graduates' progress and increase of the quality of knowledge from 75.4% to 85.6%.

The deputy director for practical training with participation of curators of final groups is engaged in employment. Monitoring of the employment of graduates is carried out by collecting information from graduates through means of communication, with a certificate from the workplace or application with subsequent employment, and in 2016-2017 academic year, according to the request of the personnel department of medical and preventive organizations to confirm the receipt of the college diploma.

With the purpose of employing graduates on the basis of the House of Children's Creativity, the bases of the Ayazhan College, the Turksib District Akimat, the Nur Otan Party, the employment center of the Turksib District, a vacancy fair is held every spring in spring with the attendance of the leaders of the Health Deportation and the heads of medical institutions. Heads of medical institutions inform the director of the college about the availability of vacancies for middle-level employees.

Annually, the deputy director for practical training gathers feedback and characteristics on college graduates working in medical institutions.

The college monitors the employment of graduates. All graduates are collecting information on employment.

Employment of graduates is carried out according to applications and petitions of medical organizations of Almaty and Almaty region. In college practice "Fair of a vacancy" with participation of representatives of practical public health services is practiced.

Academic year	Number of	Number of employed	% Of employment				
	graduates						
0301000 «Medical business»							

2013-2014	163	101	62%
2014-2015	156	101	64,7%
2015-2016	124	83	66,9%
	0302	000 «Nursing business»	
2013-2014	121	91	75,0%
2014-2015	207	152	73,1%
2015-2016	203	122	60,1%
	0307000	«Orthopedic stomatolog	y»
2013-2014	22	16	72,7%
2014-2015	18	14	77,8%
2015-2016	20	12	60,0%

The percentage of employment from 2013 to 2016 is stable and is 63%.

Heads of medical and prophylactic institutions make a request to the director with information on the employment of graduates.

The Student Council is the link between the administration and the students of the college. In his activities he expresses interests, supports student initiatives, solves social and legal problems of youth, promotes the organization of an effective educational process, creates a single information space for students, participates in leisure and leisure, and develops and implements socially significant projects.

Representatives of student government take an active part in the activities of advisory bodies, in the preparation of documents relating to decisions strategically important for the college, the problems of student life.

In the state of the college there is a psychologist who works directly with the students. The psychologist maintains close contact with students, teachers, group curators and administrators. Conducts social passports, collection of personal data, characteristics, to identify the personal qualities of students, identifies a risk group. Carries out counseling for parents, individual work with students, using different methods, involves low-activity children in public work.

For this purpose, a questionnaire is annually conducted in such areas of activity as:

- Student's attitudes to educational activities and teachers;
- Relationship with the curator
- Relationship: student-teacher;
- the psychological atmosphere in the group and college as a whole;
- What disciplines, teachers like more, etc.
- work in the dining room, in the medical office, in the library.

Questionnaires of students are processed by the psychologist of the college and submitted to the director for consideration, are brought to the teaching staff and are examined at the pedagogical council.

The director of the college systematically studies the questions of questioning of students and promptly solves the problems of dissatisfaction.

Analysis of the results of the questionnaire testifies to the satisfaction of the students with educational services provided by the Ayazhan College.

One of the important directions in the work of the leadership of the college is the social support of studying orphans and students from large families.

In the structure of educational work in the college, curators play a leading role, the work of which is based on an individual approach to upbringing, is aimed mainly at adapting, individual and group support of students to the conditions of the educational process, and the organization of educational and after-hour activities.

For the achievements in studies and creative activity, conscientious attitude to study, striving for self-improvement, active participation in the public life of the college, there is an incentive mechanism: discounts on education, incentive prizes, cash awards, letters of appreciation, director's gratitude.

In the college on preferential terms for the reporting period, children were orphans, children left without parental care, children from low-income families.

2013-2014 учебный год – 20 обучающихся

2014-2015 учебный год – 16 обучающихся

2015-2016 учебный год – 14 обучающихся

In the current academic year, 18 students study on preferential terms.

#### Strong sides:

College in the priority to put the interests of students.

The level of satisfaction of the educational service corresponds to the planned and received results and requirements of the State Educational Establishment.

Conditions have been created for personal growth and education of students in the formation of patriotic, moral and spiritual qualities.

The policy of the college is aimed at saving students.

Student self-government works in the college.

To inform the contingent of students, the college has developed a "Guide for Students".

Based on the results of the anonymous survey of the students, 43 (62.3%) are satisfied with the quality of the provision of educational services.

IEK notes that the college has a strong position on the 10 criteria of this standard.

### 3.6 STANDARD "RESOURCES: MATERIAL AND TECHNICAL, INFORMATIONAL AND EDUCATIONAL"

The college has a sufficient and appropriate material and technical base, information resources, educational and information technologies and resources for the theoretical and clinical training of students that the medical college uses to achieve its mission and strategic goals. The college "Ayazhan" is located in its own two-story building, with a total area of 907.9 sq.m. The territory of the college is landscaped: benches, flowers, lawn grass and trees are planted.

The total number is 11 classrooms. In addition, according to the contract, he additionally uses the buildings in the Railway Hospital of Almaty I at the address: Akan Sery str. 36, 3 pavilion, the second floor has 13 auditoriums, which makes up the training area - 579.9 square meters. To conduct training on special subjects on a contractual basis with the basic medical organizations, in the PCP at the PHC of the City Polyclinic No. 32, the PCP at the Clinical Hospital of the City Clinical Hospital No. 4, the KazNMU Clinic "Aksai" there are rooms equipped with necessary furniture, visual aids, Dummies, medical instruments, laboratory equipment: micro and macro preparations, laboratory equipment.

For training on the specialty "Orthopedic stomatology" on the basis of the State Clinical Hospital on the PHV of the City Polyclinic No 9 there are dental laboratories.

To conduct classes in physical culture, the gym "Plastalin" is rented. On the territory of the college there is a sports ground for practicing physical culture during the warm period of the school year. On the sports ground there are classes on volleyball, basketball, sports competitions.

The college library provides the students with the necessary educational, educational, methodological, socio-political, medical, natural science and fiction. The electronic room provides free access to college students and teachers on the Internet. The book fund of the library is 37464 copies, one student has 25 copies of educational literature.

For a successful learning process, the college provides technical support to the students: the modern communication system Kabis, a unified testing system for measuring the quality of knowledge of students in the disciplines in each course of study.

There are 3 computer classes consisting of next-generation computers connected to the INTERNET LAN. There are computers connected to the INTERNET network in all offices of the heads of structural divisions. There are 80 computers, 15 laptops, 4 TVs, 11 MFUs, 15 multimedia projectors with a screen, interactive board.

To teach practical skills in special disciplines, there is a Training and Simulation Center, the simulation rooms of which are located at the base of the college and the railway hospital, equipped with simulators, models, medical devices and other necessary resources.

Providing the potential of the organization in the medical college "Ayazhan" works a buffet-dining room, in the educational building on the basis of the railway hospital - a buffet. The menu includes hot dishes, a variety of baked goods, soft drinks. Sanitary and hygienic requirements are met, there are disinfectants for the treatment of tables, dishes, sinks. There is a medical center with license No. 0181671 dated May 3, 2011, issued by the Deportation Committee of the State Sanitary Epidemiological Service of the Ministry of Health of the Republic of Kazakhstan for Almaty (validity is not limited) to engage in medical activities where primary health care is provided.

#### Strong sides:

- 1. The medical college has a sufficient and appropriate material and technical base, information resources, educational and information technologies and resources for the theoretical and clinical training of students that the medical college uses to achieve its goal.
- 2. The medical college is provided with clinical bases and corresponding resources for practical training of students on the basis of official contracts with the relevant bodies and organizations of public health services with the definition of the duties of each party regarding the training program.

#### Recommendations:

1. Accelerate the construction of the planned educational building and sports hall.

IEK notes that according to 15 criteria of this standard, the college has strong positions, 1 position - satisfactory.

### PARAMETERS OF THE INSTITUTIONAL PROFILE

		I	Position organi	n of the zation	;
No.	Criteria for evaluation	Strong	Satisfactory	Assumes improvement	Unsatisfactory
	Standard "MISSION AND STRATEGIC OBJECTIVES	11			
	The College of Medicine involves representatives of stakeholder groups				
1	and the health sector in shaping their mission and strategic objectives.	+			
2	The mission statement and strategic goals are consistent with the goals and objectives in the national system of technical and professional, post-secondary education, development of the region.	+			
3	Statement of mission and strategic objectives describes the educational process that allows you to prepare a specialist with a secondary medical education, with basic, professional and special competencies in accordance with the specialty and able to perform professional tasks in the				
	health care system.  The College of Medicine has a strategic development plan approved by	+		}	
4	the authorized body of the college, defining all its activities and containing:	+			
5	Compliance of the strategic plan of the mission with the strategic goals and objectives of the medical college;	+			
6	Priority areas of the medical college;	+		•	
7	Evaluation of strengths and weaknesses, development of market functionality and existing external and internal threats to the development of the medical college and mechanisms for their prevention (SWOT analysis);	4			
8	The analysis of available resources and their sufficiency for the realization of the set goals;	+			
9	Information on interaction with employers.	+			
10	The College of Medicine systematically collects, accumulates and analyzes information about its activities, on the basis of which it determines policies and develops strategic and tactical plans.	+			
11	The mission and strategic goals of the medical college are periodically reviewed to reflect	+			
12	Standards of technical and professional, post-secondary education in medical and pharmaceutical specialties	+			
13	Needs and expectations of society.	+			
14	The College of Medicine defines the mechanisms for the formation and regular revision of the mission and strategic objectives, monitoring of their implementation and systematic evaluation of effectiveness.	+			

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1.5	The mission and strategic goals of the medical college correspond to the				
15	available resources, the capabilities of the medical college and the				
	requirements of the labor market.	+			
16	The College of Medicine defines ways to support resources and provides				
10	access to information about the mission and strategic goals for the public.	+			
17	The College of Medicine demonstrates the individuality and uniqueness of				
1 /	the mission and strategic goals.	+			
TO	TAL	17			
	Standard "ADMINISTRATION AND MANAGEMENT	111	1		
	The organizational, functional and staff structure of the medical college is	+			
18	consistent with its mission and strategic goals.				
	The College of Medicine demonstrates the evidence of the participation of	+			
19	teachers, trainees and other stakeholders, including representatives of the	i i			
	health sector and the public in the collegiate management bodies.	<b>L</b>			
	The medical college provides transparency of the management system and	+			
	decisions that are published in the bulletins, posted on the website of the				
20	medical college, included in the protocols for familiarization and				
	execution.				
21	The Medical College ensures the availability of constituent documents,	+		L	
21	documents regulating the internal routine of the organization, distribution				
	documents, including:				
22	Documents on the organizational structure and management of the	+			
	medical college;				
23	Written guidance documents on structural units, their authority and	+			
	responsibility to ensure management;				
24	Guidelines for the management of educational, scientific and	+			
	extracurricular activities.				
25	The medical college demonstrates the availability of a certified QMS and	+			
	its continuous improvement.				
26	The College of Medicine works constructively with the healthcare and	+			
26	public sector, which includes information exchange, cooperation and				
	initiatives of the organization.				
27	The medical college demonstrates the openness and accessibility of	+			
	managers and administrators for students, teachers, and parents.				
	The College of Medicine demonstrates the degree of satisfaction of the	+			
28	needs of teachers, staff and students with the management system and				
	provides evidence of the deficiencies found in the measurement process.	F.			
•	The prospective financing plan is consistent with the mission and strategic	+			
29	goals of the medical college and identifies the main sources of funding for				
	the organization.				
	The College of Medicine defines mechanisms for monitoring the adoption	+			
30	and distribution of financial resources, as well as mechanisms for				
	assessing the effectiveness of the use of financial resources.				
_	There is an effective financial reporting mechanism in the College of	+			
31	Medicine.				
TO	<u>ral</u>	14			
	Standard "EDUCATIONAL PROGRAMS"				
	The College of Medicine implements educational programs with clearly	+			
32	defined objectives that are consistent with the mission and strategic goals	'			
<u> </u>	defined objectives that are consistent with the imposion and strategic goals	1	<u> </u>		

	of the organization and are consistent with the needs and expectations of the interests of employers and society.				
33	The structure and content of standard and work plans, standard and working curricula of specialties meet the requirements of the State Obligatory Education Standards.				
34	training and professional practice are determined in accordance with working curricula, working curricula and qualification requirements.				
35	Establishment of a sequence of study of academic disciplines, the distribution of study time for each of them by courses and semesters is done taking into account interdisciplinary connections.	+			
36	The Medical College defines and includes in the educational program the achievement of basic biomedical sciences in order to form the students' understanding of scientific knowledge, concepts and methods that are fundamental for the acquisition and application of clinical knowledge.		+		
37	The Medical College defines and includes in the educational program social sciences, medical ethics and medical law that will provide knowledge, concepts, skills and attitudes that contribute to the analysis of society's problems, effective communication, the adoption of clinical decisions and medical practice based on ethical principles.	+		L	
38	The Medical College provides contacts of students with patients in relevant practical health care bases and the acquisition of sufficient knowledge and practical skills in order to assume responsibility for health promotion, disease prevention and medical care for patients.				
39	The medical college determines the content, scope, logic of building an individual educational trajectory of students, the influence of disciplines and professional practices on the formation of the professional competence of graduates.	+		5	
40	The medical college through the structural unit responsible for the implementation of the educational program plans and implements innovations in the educational program.	+		5	
41	The medical college creates conditions for the development of the students' scientific potential, and also stimulates the research activities of the students, using various forms of motivation.	1	+		
42	The Medical College ensures the renewal of educational programs of disciplines taking into account the requirements of teachers, students, interests / needs of employers and the labor market.	+			
43	The College of Medicine demonstrates the effectiveness of regular analysis of the conditions for the implementation of the discipline program, including:	+			
44	Material and technical support of the discipline;	+			_
45	A map of the provision of discipline with educational and methodological literature;	+			
46	Information support of training.	+			
47	The pedagogical staff of the medical college and employers participate in the development and management of educational programs, in ensuring their quality	+			
48	The College of Medicine provides equal opportunities for students, including students. Regardless of the language of instruction.	+			

49	The Medical College demonstrates an effective, continuous mechanism of internal quality assessment and examination of educational programs that provide control over the implementation of the curriculum and objectives, as well as feedback for their improvement.	+			
50	The quality of students' learning of the educational program is systematically evaluated by the corresponding services of the medical college in accordance with established criteria, which are certainly brought to the attention of the students.				
51	Procedures for assessing the level of knowledge of students are compiled in accordance with the planned learning outcomes, meets the objectives of the educational program, meets its purpose and is built on the basis of clear generally accepted criteria.				
52	The medical college provides an objective evaluation of the level of professional preparedness of students and the appropriation of qualifications.	+			
TO	TAL	19	2		
	Standard "TEACHERS"				
53	The pedagogical composition of the medical college corresponds to the	+		<u> </u>	_ <del></del>
	qualification requirements and the specifics of the educational programs.  Selection of personnel in a medical college is carried out on the basis of an	+			
54	analysis of the needs of educational programs.	'			
55		+			
56	The medical college demonstrates evidence of the teachers' fulfillment of all types of planned workload.				
57	The Medical College demonstrates the competence of members of the teaching staff in the application of information and communication technologies in the educational process, the application of innovative methods and forms of instruction.	+		L	
58	The medical college determines the degree of introduction of information technologies in the educational process, monitors the use and development of innovative teaching technologies by teachers, including on the basis of information and communication technologies	1	Ŧ		
59	The medical college monitors the activities of the teaching staff, systematically assesses the competence of teachers, and a comprehensive evaluation of the effectiveness of the quality of teaching.	+			
60	The Medical College provides monitoring of the satisfaction of the teaching staff with conditions that ensure the effective implementation of the educational process.	+			
61	The College of Medicine provides targeted actions to develop young teachers and form a personnel reserve.	+			L
62	The medical college demonstrates the availability of a system of professional development, professional and personal development of the teaching staff and administrative and managerial staff.	+			
63	The Medical College has developed a system to stimulate the professional and personal development of teachers and staff.	+			_ <del></del>
ТО	TAL	10	1		
	Standard "STUDENTS"			'	

64	The Medical College determines the number of students admitted in accordance with the material and technical and educational opportunities at all stages of education and training.	+			
65	The Medical College periodically reviews the number and contingent of accepted students in the process of meetings with relevant stakeholders responsible for the planning and development of human resources in the health sector and regulates to meet the health needs of the population and society as a whole.	+			
66	The College of Medicine has a policy of representation of students in collegiate management bodies and their respective participation in the development, management and evaluation of the educational program, as well as other issues of student life.	+			
67	A mechanism for monitoring the satisfaction of students with the activities of the medical education organization has been created in the medical college.	+			
68	The Medical College actively promotes the employment of graduates, monitors their professional activities and career growth and promotes the labor market.	+	1		
69	The medical college creates the conditions necessary for the students to effectively master the educational program in accordance with their interests and needs, providing with the appropriate resources.	+			
70	The Medical College provides a qualitative level of organization and conduct of professional practices in the specialty, mastering of professional competencies during the period of professional practice.	+			
71	Medical College provides the conditions for personal development and education of students (educational activities of medical college).	+		7	
72	The Medical College provides information support and services for students, determines the mechanism for regular evaluation of the support service for students, whose work is aimed at meeting the educational, personal and career needs of students	+		L	
73	The medical college demonstrates the functioning of the feedback system, which includes the prompt presentation of information on the results of the assessment of the students' knowledge.	+			
74	The College of Medicine assists and supports student activities and student organizations.	+			
TO	OTAL	11			
	The standard "RESOURCES: MATERIAL AND TECHNICAL, INFO EDUCATIONAL"	RMA	TION	AND	)
75	The logistical, informational and educational resources used to organize the training process in the medical college are sufficient and meet the requirements of the educational program being implemented.		+		
76	The training environment for students, including material and information resources, is available to all students, and they correspond to the stated mission, the strategic objectives of the medical college.	+			
77	The Medical College provides teachers and trainees with opportunities to use information and communication technologies in the educational process.	+			
78	The medical college ensures the acquisition of adequate clinical experience by the students and has the necessary resources for practical training, including a sufficient number and categories of patients and a	+			

	base for the practical training of students				, l
79	Material and technical support of the educational process includes the availability of:				i
80	Auditoriums equipped with modern technical means of teaching: study rooms and laboratories, training rooms for pre-clinical practice, corresponding to the educational programs being implemented;	+			
81	Computer classes, reading rooms, multimedia, linguaphone and scientific-methodical rooms;	+			
82	Duplicating equipment and its availability for use by students and teachers.	+			<u> </u>
83	Information and methodological support of the educational process includes the availability of:				<u> </u>
84	Fund of basic educational, methodical and scientific literature, on paper and electronic media, periodical subscription publications in the context of the languages of instruction and specialties;	+			
85	Normative and legal documents;	+			l
86	Own teaching and methodological developments;	+			Ī
87	Video libraries, music libraries and media libraries, etc.;	+			
88	Software and information support;	+		1	
89	Modern information means of communication, including external - Internet, local - Intranet.	+			
90	The medical college demonstrates the availability of a web resource reflecting the mission, strategic goals and objectives of the medical college, and the effectiveness of its use.	+			
91	The medical college improves the learning environment of students by regularly updating, expanding and strengthening the material and technical base, which must correspond to the development in the practice of instruction.	+		L	
92	The Medical College assesses the dynamics of the development of material and technical resources and information support, the effectiveness of using the results of the assessment for adjustments in budget planning and distribution.	+		ľ	
TOT	AL	15	1		
IN A	LL	86	4		