On approval of the rules for additional and non-formal education of health professionals, qualification requirements for organizations implementing educational programs of additional and non-formal education in the field of health, as well as the rules for recognizing the learning outcomes of health professionals received through additional and non-formal education

Unofficial translation

Unofficial translation
In the implementation of paragraph 6 of Article 221 of the Code of the Republic of Kazakhstan dated July 7, 2020 "On people’s health and health care system, I HEREBY ORDER:

1. To approve:

1) the rules for additional and non-formal education of health professionals and the recognition of learning outcomes obtained through additional and non-formal education, in accordance with Appendix 1 to this order;

2) qualification requirements for organizations implementing educational programs of additional and non-formal education in the field of healthcare, in accordance with Appendix 2 to this order.

2. To recognize as invalid some orders of the Ministry of Health of the Republic of Kazakhstan in accordance with Appendix 3 to this order.

3. The Department of science and human resources of the Ministry of Health of the Republic of Kazakhstan, in accordance with the procedure established by the legislation of the Republic of Kazakhstan, to ensure:

1) state registration of this order in the Ministry of Justice of the Republic of Kazakhstan;

2) posting this order on the Internet resource of the Ministry of Health of the Republic of Kazakhstan after its official publication;

3) within ten working days after the state registration of this order, submission of information to the Legal Department of the Ministry of Health of the Republic of Kazakhstan on implementation of the measures provided for in subparagraphs 1) and 2) of this paragraph.

4. The supervising vice minister of health of the Republic of Kazakhstan is authorized to control the execution of this order.

5. This order comes into effect upon the expiration of twenty one calendar days after the day of its first official publication.
Rules for additional and non-formal education of health professionals and recognition of the learning outcomes received through additional and non-formal education

Chapter 1. General Provisions

1. The rules for additional and non-formal education of health professionals and recognition of learning outcomes obtained through additional and non-formal education (hereinafter referred to as the Rules) are developed in accordance with paragraph 6 of Article 221 of the Code of the Republic of Kazakhstan dated July 7, 2020 “On people’s health and healthcare system” (hereinafter - the Code) and determine the procedure for implementation of programs for additional and non-formal education of health professionals and recognition of learning outcomes obtained through additional and non-formal education.

2. The following terms and definitions are used in these Rules:

   1) assessment organization - an organization accredited by the authorized body that assesses the knowledge and skills of students, graduates of professional training and healthcare professionals;

   2) advanced training - a form of additional education that allows to maintain, expand, deepen and improve previously acquired professional knowledge, skills and abilities, as well as to master new (additional) competencies within the main specialty;

   3) educational program - a single complex of basic characteristics of education, including goals, results and content of learning, organization of the educational process, methods and ways of their implementation, criteria for assessing learning outcomes;

   4) information system of the catalog of educational programs - an automated information platform designed to form and update a single information environment for recording all programs of additional education;

   5) additional education of health professionals (hereinafter - additional education) - a learning process carried out in order to meet the educational needs of health personnel in
order to maintain, expand, deepen and improve professional knowledge, skills and abilities, as well as to master new (additional) competencies;

6) healthcare specialist - an individual who has a professional medical and (or) pharmaceutical education and carries out medical and (or) pharmaceutical practice or activities in the field of sanitary and epidemiological well-being of the population;

7) recognition of learning outcomes - confirmation by a state body of the significance of the results of additional and non-formal education in order to use its owner in professional activities.

8) learning outcomes - confirmed by a positive assessment of the knowledge and skills of mastered professional competencies within the educational program of additional and non-formal education;

9) expert organization - an organization determined by the authorized body in the field of medical and pharmaceutical education, for implementation of expertise of advanced training programs in the field of health care, implemented by educational organizations and scientific organizations;

10) certification course - a form of additional education aimed at expanding, deepening and forming additional professional knowledge, skills and abilities in a narrow specialization within the main one;

11) internship - a form of non-formal education aimed at the formation and consolidation in practice of professional knowledge, skills and abilities obtained on the basis of theoretical training, as well as the study of the specifics of work, advanced experience for further professional activity;

12) trainee - a person enrolled in training in an organization that implements additional education programs;

13) non-formal education - a type of education carried out by organizations that provide educational services without taking into account the place, timing and form of training with the issuance of a document confirming the results of training;

3. Additional and non-formal education is carried out by organizations of higher and (or) postgraduate education, national and scientific centers, research institutes, higher medical colleges on the basis of accredited clinical bases, clinics of educational organizations in the field of health care, university hospitals that implement educational programs of additional and (or) non-formal education and have passed institutional accreditation in accreditation bodies entered in the register of recognized accreditation bodies (hereinafter - educational organizations) in accordance with paragraph 6 of Article 221 of the Code.

4. Additional education is carried out at the expense of the budget, the employer, and (or) other sources not prohibited by the legislation of the Republic of Kazakhstan.

For additional education in foreign organizations, at the expense of the republican and local budgets, health professionals working in state health organizations and clinics of non-profit medical educational organizations are sent.
5. The mastering of additional education programs is carried out full-time or part-time. In cases of partial training, the student performs work on a part-time basis and at the same time is trained in one of the forms of additional education, including the use of distance learning technologies, in the manner prescribed by the Rules for organizing the educational process on distance educational technologies, approved by the order of the Minister of Education and Science of the Republic of Kazakhstan dated March 20, 2015 No. 137 (registered in the Register of state registration of regulatory legal acts under No. 10768).

Chapter 2. Procedure for additional education of health professionals

6. Additional education of specialists in the field of healthcare is carried out in accordance with the list of educational programs published in the information system of the catalog of educational programs of additional education (hereinafter - the Catalog).

The catalog is formed, published and updated by the expert organization in electronic form in the form in accordance with Appendix 1 to these Rules.

The inclusion and publication of the educational program of additional education (hereinafter referred to as the program) in the catalog is carried out in four stages:

1) filing an application from an educational organization in the field of health care in the information system of the catalog;
2) consideration of the application and appointment of an expert examination of the program;
3) examination of the program;
4) publication and updating of the program in the catalog.

7. Programs of additional education, depending on the content and direction (purpose), are divided into:

1) advanced training programs aimed at maintaining, deepening and improving professional competencies in accordance with the qualification requirements of the industry qualifications framework and professional standards in the field of healthcare;
2) a certification course aimed at expanding and (or) mastering new professional competencies in the direction of the main specialty.

8. Advanced training programs are subdivided into four levels in accordance with Appendix 2 of these Rules.

9. The duration of additional education programs ranges from 2 credits (60 hours) to 10 credits (300 hours) for professional development, from 15 credits (450 hours) to 60 credits (1800 hours) for certification courses. One credit equals 30 academic hours.

The duration of one academic hour is 50 minutes.

10. To determine the initial (primary) level of knowledge of students of additional education programs, a basic control is carried out, during training - current control, at the end of training - final control.
Basic and current control of students is carried out by the educational organization. The final control of students is carried out by an accredited assessment organization for certification courses programs in the manner determined in accordance with paragraph 6 of Article 223 of the Code.

11. For the positive result of the final control (above the threshold score), the students who have mastered the programs:

1) advanced training – receive a certificate of advanced training in the form, in accordance with Appendix 3 of these Rules;

2) certification courses - receive a certificate of a certification course with an attachment (transcript) containing a list of knowledge and skills mastered by a specialist in the form, in accordance with Appendix 4 of these Rules.

A certificate of a certification course without an attachment (transcript), including those obtained abroad, is not valid.

3) students with the result of the final control below the threshold score are assigned a repeated final control. Upon receipt of the repeated result of the final control below the threshold score, students are issued a certificate of completing additional education indicating the volume of the mastered program in the form, in accordance with Appendix 5 of these Rules.

12. Health professionals who have completed additional educational programs abroad provide a document on additional education with an attachment (transcript). A document issued in a foreign language is additionally provided with a notarized translation in Kazakh and Russian.

13. Acceptance of applications for enrollment of a student for advanced training cycles, as well as the issuance of documents on completion of advanced training are carried out by educational organizations that implement additional education programs, in electronic format through the web portal "electronic government" (partially automated) and (or) in paper form.

14. The state service "Issuance of documents on completion of advanced training of health personnel" (hereinafter - the public service) is provided by educational organizations in the field of healthcare (hereinafter - the service provider).

The list of basic requirements for provision of a public service, including the characteristics of the process, the form, content and result of the provision, as well as other information, taking into account the specifics of the provision of a public service, is given in the standard of public services in accordance with Appendix 6 to these Rules.

The issuance of the result of the provision of a public service on paper is carried out by direct contact to the service provider or in electronic format through the web portal of "electronic government" on the basis of an electronic request from the service recipient.

When the service recipient applies through the web portal, the notification of the result of the public service is sent to the "personal account" in the form of an electronic document certified by the electronic digital signature of the authorized person of the service provider.
15. The service provider refuses to provide a public service in the cases and on the grounds specified in paragraph 9 of the public service standard.

16. In case of failure of the information system, the service provider notifies the operator of the information and communication infrastructure of "electronic government" within one working day.

In this case, the operator, within the period specified in part one of this paragraph of the Rules, draws up a protocol on a technical problem and signs it with the service provider.

17. Complaints of service recipients regarding the provision of public services are subject to consideration in accordance with the legislation of the Republic of Kazakhstan.

In case of disagreement with the results of the decision of the service provider, the service recipient has the right to appeal the results in court.

Chapter 3. Order of non-formal education of health professionals

18. Non-formal education of health professionals is carried out by organizations of higher and (or) postgraduate education, national and scientific centers, research institutes, higher medical colleges on the basis of accredited clinical bases, clinics of educational organizations in the field of health care, university hospitals.

19. Non-formal education of health professionals is carried out in the form of internships, seminars, trainings, master classes, webinars, online courses.

20. The duration of the internship, seminar, training, master class, webinar, online course is determined by the educational organization in the field of health care independently.

21. Health professionals who complete non-formal education are issued a certificate of completion of non-formal education.

Chapter 4. Procedure for recognition of learning outcomes obtained by health professionals through additional and non-formal education

22. The result of training received by a health professional through additional and non-formal education are:

1) additional education:
   certificate of professional development;
   certificate of a certification course with attachment (transcript).

2) non-formal education:
   a report on implementation of the individual plan of the internship, information on the knowledge, skills and abilities acquired during the internship, feedback from the head of the structural unit to a healthcare specialist following the results of the internship;
   certificate of completion of a seminar, training, master class, webinar, online course;
   a positive self-assessment result of an accredited assessment organization.
23. The document of additional education is issued on the basis of a positive result (above the threshold score) of the final control of educational programs for advanced training and (or) a certification course.

24. A document on additional and non-formal education, issued by a foreign organization of additional and non-formal education, is recognized as valid in the Republic of Kazakhstan, subject to the following requirements:
   For additional education:
   1) compliance of the name of additional education with the declared specialty;
   2) compliance of the duration of additional education programs with paragraph 9 of these Rules;
   3) the presence of an attachment to the certificate (transcript) of additional education indicating credits (hours) of the mastered program and a list of competencies.
   For non-formal education:
   1) a document on non-formal education or a feedback of the head of a structural unit to a health care specialist based on the results of the internship.

25. State bodies recognize the confirmed learning outcomes of additional and non-formal education in accordance with subparagraph 41) of Article 7 of the Code of the Republic of Kazakhstan.

Appendix 1
to the Rules of
additional and non-formal
education of healthcare
professionals

Catalog of educational programs of additional education

| №  | Name of organization | Name of professional development programme | Purpose of the program | Duration of the program, credits | Target group | Level of qualifications in the Industry Qualifications Framework to which the program corresponds | Level of professional development program (basic, intermediate, higher, specialized) |
|----|----------------------|---------------------------------------------|------------------------|---------------------------------|--------------|--------------------------------------------------------------------------------------------------[|------------------------------------------------------------------------------------------------|
| 1  |                      |                                             |                        |                                 |              |                                                                                                  |                                                                                      |
| 2  |                      |                                             |                        |                                 |              |                                                                                                  |                                                                                      |
| 3  |                      |                                             |                        |                                 |              |                                                                                                  |                                                                                      |

Appendix 2
to the Rules of
additional and non-formal
education of healthcare
professionals

Levels of educational programs for professional development

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<th>Work experience in the specialty, in years</th>
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Levels of educational programs for professional development (basic, secondary, higher, specialized)

<table>
<thead>
<tr>
<th>Levels</th>
<th>Basic level: professional development cycles corresponding to general issues of professional activity</th>
<th>Intermediate level: advanced training corresponding to in-depth issues of professional activity</th>
<th>The highest level: advanced training, corresponding to in-depth issues of innovative, advanced technologies of professional activity</th>
<th>Specialized level: international or foreign training in innovative, advanced high-tech medical services of professional activities</th>
</tr>
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<tbody>
<tr>
<td>Basic level</td>
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<td>Intermediate</td>
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Appendix 3 to the Rules of additional and non-formal education of healthcare professionals

Form

Advanced training certificate № ______

Hereby certifies ______________________________________________

(surname, name, patronymic (if any))

that she (he) from "___"________ to "___" ______________ 20 ___

completed advanced training in the specialty _______________________________

_______________________________________________________________________

by cycle

_______________________________________________________________________

in the volume ____________ hours

qualification level _________________________________________________________

(second, first, highest – specify)

at ______________________________________________________________________

(name of educational organization)

(surname, name, patronymic (if any), signature of the head)

Qualification level in the Industry Qualifications Framework to which the professional development program corresponds

________________
Certificate of certification course № ______

Hereby certifies ______________________________________________
(surname, name, patronymic (if any))
that she (he) from "___"________ to "___" ____________ 20 ___ completed a
certification course in the specialty __________________________________________
__________________________________

in the volume ____________ hours at _________________________________________

(name of educational organization)

__________________________________

(surname, name, patronymic (if any), signature of the head)

Qualification level in the Industry Qualifications Framework to which the professional
development program corresponds

__________________________________

Attachment to the certificate of certification course

Name of educational organization

TRANSCRIPT

Full Name _____________________________________________________________
Date of training _________________________________________________________
Cycle name ____________________________________________________________
Specialty ______________________________________________________________
Specialization __________________________________________________________
Number of credits (hours) _______________________________________________

Assessment
Certificate of completion of additional education № ______

Hereby certifies _____________________________________________________________
(surname, name, patronymic (if any))
    that she (he) from "___"________ to "___" ______________ 20 ___ completed a
certification course in the specialty _____________________________________________
________________________________________________________________________
by cycle
________________________________________________________________________
________________________________________________________________________
in the volume
__________________ hours
    additional education program _____________________________________________
________________________________________________________________________
__
    (professional development or certification course - specify)
at __________________________________________________________
__
    (name of educational organization)
__
    ((surname, name, patronymic (if any), signature of the head)
Qualification level in the Industry Qualifications Framework to which the professional
development program corresponds
### Public service standard "Issuance of documents on completion of advanced training and certification courses for health personnel"

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<tr>
<td><strong>1</strong></td>
<td><strong>Name of service provides</strong></td>
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<td><strong>2</strong></td>
<td><strong>Methods of providing a public service</strong></td>
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<td><strong>3</strong></td>
<td><strong>The term for provision of a public service</strong></td>
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<td><strong>4</strong></td>
<td><strong>Form of provision of a public service</strong></td>
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<td><strong>5</strong></td>
<td><strong>The result of provision of a public service</strong></td>
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<tr>
<td><strong>6</strong></td>
<td><strong>The amount of payment charged from the service recipient when rendering a public service, and methods of its collection in cases provided for by the legislation of the Republic of Kazakhstan</strong></td>
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<tr>
<td><strong>7</strong></td>
<td><strong>Schedule</strong></td>
</tr>
</tbody>
</table>
List of documents required for provision of a public service (or his representative by power of attorney)

1) to the service provider: an identity document for identification during direct contact;
2) to the portal: request in electronic form.

Grounds for refusal to provide a public service established by the legislation of the Republic of Kazakhstan

1) establishment of the inaccuracy of the documents submitted by the service recipient for receiving a public service, and (or) the data (information) contained therein;
2) establishment of an incomplete list of documents submitted by the service recipient for obtaining a public service, and (or) the data (information) contained therein.

Other requirements, taking into account the specifics of provision of a public service

The addresses and contact phones of the service providers are posted on the Internet resources of educational organizations in the field of healthcare, or in the premises of the service provider. A unified contact center for provision of public services: 8-800-080-7777, 1414. The service recipient has the opportunity to obtain information on the procedure and the status of provision of a public service at any stage of performance of the public service.

Appendix 2 to the order Minister of health of the Republic of Kazakhstan dated December 21, 2020 № КР ДСМ-303/2020

Qualification requirements for organizations implementing educational programs of additional and non-formal education in the field of healthcare

Chapter 1. General provisions

1. Qualification requirements for organizations that implement educational programs of additional and non-formal education in the field of health care (hereinafter - the Rules) are developed in accordance with paragraph 6 of Article 221 of the Code of the Republic of Kazakhstan dated July 7, 2020 "On people's health and health care system" (hereinafter – the Code) and determine the qualification requirements for organizations that implement educational programs of additional and non-formal education in the field of healthcare.

2. The following terms and definitions are used in these Rules:

1) educational program - a single set of basic characteristics of education, including goals, results and content of education, organization of the educational process, methods and ways of their implementation, criteria for assessing learning outcomes;

2) additional education of health professionals (hereinafter - additional education) - a learning process carried out in order to meet the educational needs of health personnel in order to maintain, expand, deepen and improve professional knowledge, skills and abilities, as well as mastering new (additional) competencies;
3) simulation technologies - innovative technologies (mannequins, dummies, simulators, standardized patients, virtual reality, computer programs, etc.) that allow simulating and reproducing static and dynamic processes of clinical situations in an artificial environment for practicing and passing skills.

4) non-formal education - a type of education carried out by organizations that provide educational services without taking into account the place, timing and form of training with the issuance of a document confirming the results of training;

Chapter 2. Qualification requirements for organizations that implement educational programs of additional and non-formal education in the field of healthcare

3. The following qualification requirements are imposed on organizations that implement educational programs of additional education in the field of healthcare:

1) availability of a certificate of institutional accreditation in accordance with paragraph 6 of Article 221 of the Code;

2) to staffing:

additional education (including with the use of distance learning technologies and on-site cycles) is carried out by persons with a doctorate or candidate of science degree, an academic degree of doctor of philosophy or master's. For practical training, it is allowed to attract teachers from among specialists in practical health care without an academic degree, but no more than 50% of the total number of teaching staff;

teachers of additional education must have at least 10 years of experience in the specialty and scientific and pedagogical experience of at least 3 years, professional development at least 4 credits (120 hours) over the last 5 years in the taught profile;

3) to educational and methodological support:

availability of an approved additional education program;

availability of access to specialized international information networks, electronic databases, library funds, computer technologies, educational and methodological and scientific literature;

availability of innovative, simulation technologies and interactive teaching methods;

availability of control and assessing instruments for basic, current and final control;

4) to the material and technical support:

the presence on the basis of the right of ownership and (or) under agreements on operational (trust) management, lease (hiring) of the classroom fund, classes, laboratories corresponding to the size of the contingent of students, sanitary and technical norms and rules;

the presence on the basis of the right of ownership and (or) under agreements on operational (trust) management, lease (hiring) corresponding to the size of the contingent of students for additional education programs, sanitary-technical norms and rules of computer
equipment for demonstration of printed, audio, video materials, with access to the Internet, library stock, simulation equipment (mannequins, dummies, simulators);

5) to management of additional education programs in the field of health care:

the presence of an administrative structure and a staff of administrative and managerial personnel that ensure the management of the process of additional education, in accordance with the contingent of students of additional education programs.

4. Organizations providing non-formal education in the field of healthcare are required to have a certificate of institutional accreditation from accreditation bodies included in the register of recognized accreditation bodies.

List of invalid orders of the Ministry of Health of the Republic of Kazakhstan


4. Order of the Minister of Health of the Republic of Kazakhstan dated August 25, 2018 No. КР ДСМ-7 "On amendments and additions to the order of the Acting Minister of Health of the Republic of Kazakhstan dated November 11, 2009 No. 691 "On approval of the Rules for advanced training and retraining of medical and pharmaceutical personnel, as well as
qualification requirements for organizations implementing programs of additional medical and pharmaceutical education" (registered in the Register of state registration of regulatory legal acts under No. 17436, published in the Reference Control Bank of regulatory legal acts of the Republic of Kazakhstan in electronic form dated 03.10.2018).