

# Subject program „8RT17/PrRA Practical Training in State Agency”

Year: 2019/2020

Status: Draft

Subject language Estonian  
Creditpoints 4 ECTS  
Grading method Nondistinctive  
Academicians Merle Truubon

## General

Subject objective To fix the knowledge acquired in theoretical studies in working environment about the structure of public health, organization of work in state agencies, and about the contents of daily work of the specialists in the field.

Learning outcomes

1. Has an overview of public health organisational arrangements and of the structure and work organisation in the institution.
2. Is able to explain relationships between the activities of state agencies.

Learning outcomes	
1.Outcome	Has an overview of public health organisational arrangements and of the structure and work organisation in the institution.
<b>grade „Passed(P)”</b>	The student has completed their practical training in an institution in full volume, incl. completed the tasks given by the supervisor, and practical training documents and submitted correct materials on time and given an overview about the practical training in a feedback seminar. The student: <ul style="list-style-type: none"><li>• describes the structure, organisation of work and developmental documents of the institution;</li><li>• describes and analyses one of the intervention/activity of the institution with an aim to improve public health.</li></ul>
2.Outcome	Is able to explain relationships between the activities of state agencies.

## Learning outcomes

<b>grade „Passed(P)”</b>	The student has completed their practical training in an institution in full volume, incl. completed the tasks given by the supervisor, and practical training documents and submitted correct materials on time and given an overview about the practical training in a feedback seminar. The student: <ul style="list-style-type: none"><li>• is mapping cooperation partners of the institution and analyses the integration of the fields;</li><li>• participates in activities supporting national health policy and organises these activities, incl. introduces the principles of health promotion and its importance to various target groups and stakeholders (protection of interests).</li></ul>
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## Subject program parts

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### Study in different study forms

Study form	Lecture	Excerice	Seminar	Practice	Homework	Internet study	Out of office	Practical training
All study forms			12.0		10.0			82.0

### General description

The subject is a part of the module “Applied Health Promotion”, and is compulsory. The prerequisite courses are the first year subjects of the Health Promotion curriculum.

Practical training takes place in state agencies, e.g. in The Ministry of Social Affairs, in the Ministry of the Interior, in The National Institute for Health Development, in The Social Insurance Board, in The Road Administration, in The Police and Border Guard Board.

### Forms of studying

Upon completion of the subject the student gets an overview about the function, structure and organisation of work of the appropriate state agency and its links with the field of public health and other state agencies. The student can take part of the daily activities of the practical training supervisor, if possible have their say and participate in organising and/or conducting activities, and to use and reinforce the material studied at the college. Giving feedback to all parties takes place during practical training, at the end of practical training both, the supervisor at the traineeship institution and the student fill out the feedback papers. In the practical training feedback seminar the student gives an overview about their experience, the students can discuss practical training related information themselves.

### Teaching methods

Presentation, discussion, practical training diary, self-analysis, feedbacking, analysis of intervention/activity, analysis of integration of fields, in addition the methods chosen by the supervisor at the traineeship institution.

## **Content and method for independent study**

1. Getting acquainted with practical training materials, screening of required materials.
2. Compiling an overview about one intervention/activity of a state agency with an aim to improve health promotion of the population, on 2 pages maximum (description, analysis, suggestions).
3. Mapping cooperation partners of the institution and compiling an analysis of the integration of the fields, on a page maximum.
4. Completing the practical training documents (practical training diary, self-analysis and student's feedback) and preparing a presentation for the seminar (description of traineeship institution, activities during practical training, important documents at work and materials at the traineeship institution, feedback).
5. Operational tasks chosen by the supervisor that help the student to understand the field, daily work of the institution, and links between the activities of different state agencies and allow the student to implement the theoretical knowledge acquired at the college.

## **Required reading (K)**

Materials and documents related to the traineeship institution

Rahvastiku tervise arengukava 2009-2020. (2008). Sotsiaalministeerium.  
[https://www.sm.ee/sites/default/files/content-editors/eesmargid\\_ja\\_tegevused/Tervis/2012\\_rta\\_pohitekst\\_ok\\_5.pdf](https://www.sm.ee/sites/default/files/content-editors/eesmargid_ja_tegevused/Tervis/2012_rta_pohitekst_ok_5.pdf)

Rahvastiku tervise arengukava 2020-2030. (mustand). (2019). Sotsiaalministeerium.  
[https://www.sm.ee/sites/default/files/rta\\_2020-2030\\_22.01\\_visioonidokument.pdf](https://www.sm.ee/sites/default/files/rta_2020-2030_22.01_visioonidokument.pdf)

Rahvatervise seadus (RT I 1995, 57, 978; 21.07.1995).  
<https://www.riigiteataja.ee/en/eli/502042019009/consolide>

## **Recommended reading (T)**

Alkoholipoliitika roheline raamat. (2014). Sotsiaalministeerium.  
[http://www.sm.ee/sites/default/files/content-editors/eesmargid\\_ja\\_tegevused/Tervis/Rahvatervis/Tervislik\\_eluviis/alkoholi\\_roheline\\_raamat-19.pdf](http://www.sm.ee/sites/default/files/content-editors/eesmargid_ja_tegevused/Tervis/Rahvatervis/Tervislik_eluviis/alkoholi_roheline_raamat-19.pdf)

Toitumise ja liikumise roheline raamat (tööversioon). (2016). Sotsiaalministeerium.  
[https://www.sm.ee/sites/default/files/content-editors/Tervishoid/tervise\\_roheline\\_raamat/toitumise\\_ja\\_liikumise\\_roheline\\_raamat\\_15.11versioon.pdf](https://www.sm.ee/sites/default/files/content-editors/Tervishoid/tervise_roheline_raamat/toitumise_ja_liikumise_roheline_raamat_15.11versioon.pdf)

Tubakapoliitika roheline raamat. (2014). Sotsiaalministeerium.  
[http://www.sm.ee/sites/default/files/content-editors/eesmargid\\_ja\\_tegevused/Tervis/tubakas\\_2014.pdf](http://www.sm.ee/sites/default/files/content-editors/eesmargid_ja_tegevused/Tervis/tubakas_2014.pdf)

## **Methods of assessment**

Presentation, practical training diary, analysis of the intervention, analysis of the integration of fields

## **Additional information**

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## **Subject program**

<b>Nr</b>	<b>Activity</b>	<b>Hours</b>	<b>Literature</b>	<b>Academicians</b>
1.	Praktikale saatmise seminar / Seminar on sending one to practical training	2	vt kohustuslik ja täiendav kirjandus, materjalid ÕIS keskkonnas / look at required and recommended reading, the materials available in SIS environment	Nele Kunder
2.	Tegevused praktikabaasis ja iseseisev töö / Activities at the traineeship institution and independent work	92	vt kohustuslik ja täiendav kirjandus, materjalid ÕIS keskkonnas / look at required and recommended reading, the materials available in SIS environment	Nele Kunder
3.	Vaheseminar / In-between seminar	2	vt kohustuslik ja täiendav kirjandus, materjalid ÕIS keskkonnas / look at required and recommended reading, the materials available in SIS environment	Nele Kunder
4.	Praktika tagasisideseminar / Seminar for practical training feedback	8	vt kohustuslik ja täiendav kirjandus, materjalid ÕIS keskkonnas / look at required and recommended reading, the materials available in SIS environment	Nele Kunder