

**Scientific-educational and diagnostic laboratory of the pathology of
LEPL Tbilisi State Medical University
Provision**

Article 1. General Provisions

1. The Scientific-educational and diagnostic laboratory (So-called “Laboratory” in the aftermath) of the pathology of LEPL Tbilisi State Medical University is created according to requirements of “about higher education,” “about medical work” in Law of Georgia - “Georgian Civil Code” and other normative documents.
2. Laboratory represents the structural unit of LEPL Tbilisi State Medical University.
3. The laboratory, while working, generally goes by the Constitution of Georgia, International Documents and Agreements, and Legislative normative acts, among them TSMU internal charters, according to the competence of decisions and provisions of TSMU’s Management Bodies.
4. The laboratory has the right to use approved requisites. The laboratory uses its granted property, including financial support, according to laws approved by the resolution.
5. Address of Laboratory: Tbilisi, Vazha-Pshavela Avenue N#33

Article 2. General goals and functions of the Laboratory.

1. The general goal of the Laboratory is undergraduate(basic) and after graduation (residency, alternative form of residency) and continuous professional development (professional training and qualification raising of medical staff), provision with clinical base for implementation of Pathological Anatomy Programs, medical activity relevant to publicly recognized professional and ethical standards of medical service, provision of Tbilisi State Medical University’s clinic and other medical institutions with Pathanatomic diagnostics and research of self-controlled income of pathanatomic material.

2. The main directions of Laboratory work:

- A) Implement professional training (teaching of pathologic anatomy) for undergraduate and after-graduate students (residency) according to modern demands.
- B) continuous professional development: Rehabilitation of continuous medical professional education and Implementation of cycles, other programs, and training.
- C) Medical activity relevant to publicly recognized professional and ethical standards of medical service.
- D) Conducting the study-methodological and research works.
- E) Approbation and introduction of brand-new diagnostic technology in pathology as

per rule. 4. Laboratory has a right to:

- A) Conduct every necessary act according to the rule, which will be connected to the performance of functions and tasks prescribed by the Regulations, tasks of TSMU's administration, and signed agreements.

5. The laboratory establishes medical standards according to medical services to be performed by the laboratory, and then it will introduce it to the rector after agreement with the chancellor.

6. The laboratory is obligated to operatively supply the management body of TSMU with requested information about the work progress.

Article 3. Laboratory Guidance and staff

The head of the laboratory also called the director, is assigned and retired by the principal of the rector Tbilisi State Medical University at the chancellor's request.

The doctor (Ph.D.) who has permission to work as a self-depended doctor in the branch of Medicine - pathological anatomy and has more than six years of experience in this field can be assigned as a laboratory director.

The laboratory director has a deputy in the clinical field, who leads the diagnostic activities, pathologanatomical activities, scientific and diagnostic activities of the laboratory, quality control.

The deputy director is appointed and dismissed by the rector of Tbilisi State Medical University upon the request of the Chancellor.

The staff of the laboratory consists of staff appointed by the main staff unit and based on the contract, who are appointed and dismissed by the rector of the university on the recommendation of the laboratory director and deputy;

The invited person carries out separate directions for the laboratory's activity, which are not

provided by the university's staff schedule, based on the relevant labor contract.

The university's staffing schedule determines the number of the laboratory; (07.03.2024; N23/6)

Article 4. The Director of Laboratory/deputy director

The Director of Laboratory/ deputy director

4.1 The laboratory director, the deputy director in the clinical field, within the limits set by the university or the power of attorney, represents the center in dealing with third parties, including signing contracts.

4.2 The Director of Laboratory

4.3 The laboratory director is accountable to the rector and the chancellor, taking into account the competence of these management bodies.

4.4 The guidance of the Lab activities;

4.5 manages the laboratory's business.

4.5 Protects the interests and prestige of the TSMU.

4.6 The director ensures:

a) Protection of personal data

b) Other employees monitor personal data protection.

c) planning and control of the laboratory's financial activities;

d) to develop the staffing schedule of the laboratory and submit it for approval;

e) submission of documentation related to the center's activities as requested;

f) approval of the internal regulations of the laboratory in agreement with the rector;

g) to submit proposals to the Rector regarding the remuneration of employees, their encouragement, and imposing disciplinary liability on them;

4.8 Deputy Director of the Laboratory in the Clinical Field

4.9 directs and coordinates the laboratory's diagnostic activities and promotes the approbation of new diagnostic technologies and implementation in the laboratory.

4.10 controls the quality of the laboratory's diagnostic activities;

4.11 distributes duties among the laboratory employees, gives them mandatory instructions and tasks to be performed, monitors the performance of official duties by the employees;

4.12 Ensures the protection of personal data

4.13 will monitor the protection of personal data by laboratory employees. (07.03.2024; N23/6)

Article 5. Laboratory apparatus and auxiliary staff

1. In the clinical field, lab employees, the director, and the director's assistant are assigned and retired by the rector of the Tbilisi State Medical University.
2. The number of laboratories depends on the university's state schedule.
3. Certain directions of the lab activities, which aren't taken into consideration by the state schedule, are performed by the invited person according to the labor agreement.
4. The written agreement about the complete material responsibility is assigned to the employer directly associated with the preservation, processing, or use of the property and values.
5. The scope of the laboratory's property responsibility of the director and deputy director is established based on the relevant agreement, the act of acceptance and handover, and the applicable legislation (07.03.2024; N23/6).
6. A written agreement on full material responsibility is made with the employee directly related to the storage, processing, or use of the property and valuables transferred to him. (07.03.2024; N23/6)

Article 6. Economic activity and property of laboratory

1. The property of the laboratory represents the property of TSMU and is transferred to the laboratory with usage rights.
2. Laboratory performs its economic activity:
 - a) By own name, areas established by TSMU or
 - b) Power of attorney of TSMU, contractual beginnings on proper payment possibilities
3. The laboratory performs economic activities based on the statements above, acting legislations, and other normative acts.
4. After an agreement with the chancellor, The laboratory determines annual socioeconomic development and perspective plans and represents them to the TSMU representative council for approval.

Article 7. Accounting and Reporting

1. The laboratory performs accounting and statistical reporting provided with acting legislation volume and periodicity.
2. The economic year coincides with the calendar year from 1st January to 31st December.

Article 8. Control of laboratory activity

1. The relevant management body of TSMU implements control of laboratory activity.
2. Laboratory activity is checked by acting legislation by the established rule.

Article 9. Responsibility and dispute settlement

1. The Lab is responsible for its duties.
2. The active legislation determines the responsibility of the Lab director and staff.

Article 10. Termination of laboratory activity

1. Basis of the discontinuance of the Lab activities
 - a.) Reorganization;
 - b.) Liquidation;
2. The active legislation performs the liquidation of the laboratory.

Article 11. Final Provision

Annulment of the Lab resolution, making changes and additions, is performed by the representative council according to the active legislation.

