

MINISTRY OF HEALTH OF UKRAINE
Danylo Halytsky Lviv National Medical University

MEDICAL PRACTICE IN OUTPATIENT CLINIC OF FAMILY MEDICINE
(THERAPEUTIC DEPARTMENT OF POLYCLINIC)

Educational and qualification level "Master"
Field of knowledge 22 "Health Protection"
Specialities: 220 "Medicine"
228 "Pediatrics"

for the students of 5th course of higher medical institutions

Methodical Recommendations

Lviv - 2022

The Methodical Recommendations were made for medical students by employees of the Department of the Family Medicine of Danylo Halytsky Lviv National Medical University on the basis of the new curriculum of 2015 and meets the criteria of the European Credit Transfer and Accumulation System (ECTS) by MD, Professor O.N. Nadashkevich, PhD, Associate Professor B.M. Parashuk, PhD, Associate Professor N.B. Yarko.

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INTRODUCTION

The Methodical Recommendations are aimed at quality training of students of higher educational medical institutions of Ukraine. The medical practice of students of higher medical educational institutions is an important part of the doctor's training and an integral part of the educational process.

During medical practice the student is obliged to:

- before the start of the medical practice to receive from the head of the department of physician practice of a higher education institution advice on the duration of the internship, documentation, etc
- receive in the dean's office a referral to a basic institution for the physician practice;
- arrive at the practice base on time;
- fully perform all tasks provided by the program of practice and instructions of its leaders on cycles;
- study and strictly follow the rules of internal labour regulations in force in the medical institution;
- comply with the rules of internal labor regulations in force in the medical institutions;
- be responsible for the assigned work, its results on a par with full-time employees;
- keep a practice diary, other documentation provided by the practice program;
- at the end of the cycle ("Medical practice in the family department of the clinic") to submit to the head of practice from the school a written report on the implementation of all tasks provided by the working program, completed and endorsed by the immediate basic head diary;
- timely pass a differentiated test in practice.

The program is made in accordance with the following regulations:

– The Standard of higher education of Ukraine of specialists training of the second (master's) level of education 22 "Health care" Specialties: 222 "Medicine", 228 "Pediatrics" educational qualification "Master of Medicine", professional qualification "Doctor".

- experimental curriculum developed on the principles of the European Credit Transfer System (ECTS) and approved by the order of the Ministry of Health of Ukraine dated 31.01.2005 №52 higher educational institutions of III-II levels of accreditation of Ukraine in the specialties "Medicine", "Pediatrics", "Medical-preventive business"

The educational process is organized according to the European Credit Transfer and Accumulation System (ECTS).

1. DESCRIPTION OF THE PROGRAMM " MEDICAL PRACTICE IN OUTPATIENT CLINIC OF FAMILY MEDICINE (THERAPEUTIC DEPARTMENT OF POLYCLINIC)

Summer medical outpatient intership of 5th year students in the scope of professional responsibilities of a general practitioner - family doctor is held during the 1st week in the family department of the clinic. The practical work of students consists of daily (7 hours 12 minutes) work in the clinic (participation in outpatient reception and in the provision of medical care at home) and 1st duty (12 hours) in the emergency department.

The main task of medical practice is to consolidate knowledge and skills in the future professional activity, which are obtained in the process of studying the basic theoretical and clinical disciplines. During the internship in the family department of the polyclinic or outpatient

family medicine conditions should study the methods of work of the family doctor and narrow specialists of therapeutic profile and gain practical experience in the following areas of future professional activity, which are obtained in the process of studying the basic theoretical and clinical disciplines:

- conducting outpatient reception of patients and healthy people;
- treatment of patients at home and in the day hospital of the clinic, providing them with emergency care;
- early diagnosis of various diseases using all available in the clinic methods of examination;
- dynamic monitoring of the population in order to identify risk factors for various diseases and their prevention;
- rehabilitation of patients with extensive use of all rehabilitation measures;
- selection of patients for sanatorium treatment;
- resolving issues of examination of temporary incapacity for work;
- keeping medical records by a doctor of the relevant speciality;
- work planning, accounting and analysis of morbidity and efficiency of the doctor;
- promotion of sanitary and hygienic knowledge and principles of a healthy lifestyle among the population.

Every student during practice in the clinic is assigned to a doctor of the relevant speciality, conducts reception of the patients and healthy adults.

During the outpatient reception, patients are interviewed, examined, treatment is prescribed, different medical documentation is written: prescriptions, sick leaves, referrals for various examinations and specialist consultations, sanatorium cards, letters of intent to MSEC, etc. Issues of disability examination are being resolved.

If necessary, additional examinations of the patient in the laboratory, functional diagnostic rooms or X-ray examination, consultations of related specialists are prescribed. The student accompanies the patient and takes an active part in conducting of a particular examination.

Every day each student together with the doctor attends 3-4 calls home (primary or secondary). Visits are held on the day of receipt of the call. In the outpatient card the patient's condition and prescribed treatment are recorded.

While working in the clinic, the student must master the principles of dynamic (dispensary) observation. The student participates in the selection of patients for dynamic monitoring according to medical or social criteria, conducts dynamic monitoring of patients and healthy people who are registered; prescribes the necessary treatment, prevention and rehabilitation measures; writes the documentation used at dynamic (dispensary) service of the population. In addition, students take part in studying the effectiveness of medical examinations at the polling station. Each of them assesses the degree of coverage of dynamic observation, the activity of medical examination and its effectiveness.

Students take part in the work of PCC and MSEC together with the doctor: they learn to fill in the letterheads, master the criteria for determining disability groups, learn regulations on the examination of temporary disability and medical and social expert commissions.

Together with the doctor on duty at the clinic, students provide emergency care to patients and victims.

ECTS of the educational process encourages students to study systematically throughout the course "Medical practice in outpatient clinic of family medicine".

Description of the curriculum in the discipline " Medical practice in outpatient clinic of family medicine (therapeutic department of polyclinic)"

Name of practice	Number of weeks	Number of credits	Year of study / semester	Type of control
Medical practice in outpatient clinic of family medicine (therapeutic department of polyclinic)	1	1,5 credit	V course/ semester	Differentiated credit

2. PURPOSE OF STUDYING THE COURSE

The purpose of the study “Medical practice in the family department of the clinic”: the ultimate goals are set on the basis of the OPP of training a doctor in the specialty in accordance with the block of its content module (professionally-oriented fundamental training) and is the basis for building the content of the discipline.

The description of goals is formulated through skills in the form of **target tasks** (actions). Based on the ultimate goals of the module and the content module, specific goals are formulated in the form of certain skills (actions), target tasks that ensure the achievement of the ultimate goal of the discipline.

1.2. The ultimate goals of the discipline

- Learning the basic principles of providing medical care on the basis of family medicine department.
- Study of the basic responsibilities of family doctors.
- Study of epidemiology, risk factors, possibilities of prevention and early diagnosis of the main most common diseases of internal organs.
- Acquaintance with the relevant documentation for filling of outpatient card, disability card, statistical coupon, referral to MSEC, control card for dynamic monitoring.

1.3. Specific goals:

- to study the structure of the outpatient clinic, the functions of its units, to master the basic principles of medical care in outpatient settings, to know the organizational forms of work and responsibilities of the family doctor;
- to determine the groups of healthy and sick subjects for dispensary observation;
- to be able to fill in the relevant medical documentation;
- to be able to make the plan of diagnostic and rehabilitation actions concerning a certain nosology;
- to know the risk factors for major diseases of the internal organs in adults, be able to identify them, draw up a plan of necessary preventive measures;

1.4 Competences and learning outcomes, the formation of which is facilitated by the discipline: relationship with the normative content of training of higher education, formulated in terms of learning outcomes in the Standard of education. According to the requirements of the Standard, the discipline provides acquisition by the students:

Competencies:

- **integral competencies:** the ability to solve complex tasks and practical problems in the field of professional activity 22 "Health care", which involves the application of certain theoretical knowledge and practical skills and techniques of the relevant professional direction.
- **general competencies:** the ability to apply knowledge in real situations;
- conducting research at the appropriate level;
- adaptation and action in new situations;

- activities in autonomous and command modes;
 - evaluation and quality assurance of work performed;
 - communication in the state language both orally and in writing;
 - to search, process and analyze information from various sources;
 - identification and solution of problems; making informed decisions,
 - forming basic ideas that promote the development of general culture and socialization of the individual, ethical values, important stages of ethical values;
 - important stages of national history;
 - the ability to understand the causal links between the development of society and their use in professional and social activities on the basis of;
 - provisions of the basic sciences, as well as activities in accordance with basic safety and ethical principles.
 - **special competencies: (professional subject):**
 - understanding of the basic principles of the organization of the help to patients in the conditions of out-patient reception;
 - clinical-laboratory and additional methods of diagnosis of pathology of internal organs;
 - first medical care.
- Detailing of competencies according to NQF descriptors in the form of "Competence matrix".

Learning outcomes:

Integrative final program learning outcomes, the formation of which is facilitated by the discipline:

- to apply knowledge in practical situations;
- to show skills on professional subjects, to adapt to new situations, to work effectively both independently, and as a part of a team;
- to be responsible for the work performed in order to achieve the set goal;
- to use information and communication technologies to solve various professional problems;
- to search for information in various sources to solve problems of the specialty, to make informed decisions with the assessment of their consequences, to show the ability to public, business communications;
- adhere to the code of professional ethics, moral norms and values, rules of etiquette, understand the basic principles of labor protection and safety in the field of professional activity;
- ability to diagnose, choose appropriate medical and diagnostic manipulations, provide emergency care to patients;
- learning outcomes for the discipline: mastering the basic principles of organization of care for the population in an outpatient setting, clinical and laboratory and additional methods for diagnosing pathology of internal organs at the inpatient stage; etiology, pathogenesis, clinic, diagnosis and treatment of diseases (within the curriculum);
- etiological, pathogenetic factors, clinical manifestations and diagnosis of emergencies; conducting the main methods of general clinical examination of the patient (survey, examination, palpation, auscultation).
- determining the scope of additional research and analysis of the data obtained to establish a preliminary diagnosis;
- performing general drug manipulations;
- providing the necessary emergency care in an outpatient setting, maintaining medical records.

3. INFORMATION SCOPE OF THE DISCIPLINE

Topic 1. Principles of organization of planned and emergency care in an outpatient setting. Admission of patients. Conducting a survey and physical examination of patients. Filling in the medical card of an outpatient (form 25/0). Determining the scope of additional research, evaluation of their results. Establishing a preliminary diagnosis. Determining the tactics of further treatment, rehabilitation, prevention. Labor forecast.

1. Carrying out of medical reception in polyclinic under the control of the general practitioner - the family doctor and registration: the medical passport of a site, the profile magazine of the site, the magazine of calls of the doctor home, the monthly plan of work of the doctor, the record sheet of daily reception of patients.
2. Registration of a medical card of an outpatient and epicrisis.
3. Filling in statistical maps for registration of final (updated) diagnoses.
4. Providing medical care to patients at home under the supervision of a general practitioner - a family doctor.
5. Ensuring the organization of a home hospital, the organization of the necessary additional examinations, consultations at home.
6. Provision of medical care in the day hospital of the polyclinic under the supervision of the doctor of the day hospital of the polyclinic.
7. Getting acquainted with the organization of emergency care at home and in outpatient settings, studying the rules of hospitalization for urgent needs.
8. Registration of temporary incapacity for work, certificate of temporary incapacity for work and documents when referring a patient to the ITU (letter of intent) to determine the degree of disability.
9. Extraction of prescriptions and registration of prescriptions for free distribution of medicines.
10. Study of issues of dynamic observation (accounting for nosologies, scheduled examinations of patients, treatment, consultations with specialists).
11. Registration of the control card of the dynamic account.
12. Emergency reports of infectious patients have been issued.
13. Acquaintance with the organization of improving actions, restorative food, sanatorium selection.
14. Registration of certificates for the needs of sanatorium treatment and sanatorium cards.
15. Duty under the control of a general practitioner - a family doctor in the emergency department. Principles of emergency care at the pre-hospital stage.
16. Manipulations: subcutaneous, intramuscular and intravenous injections, drip infusion of drugs with the preparation of systems, setting cans, mustard, warming compresses, gastric and esophageal lavage, fractional study of gastric secretion, pH-metry, duodenal sounding, cleansing and therapeutic enemas, laparocentesis, puncture of the pleural cavity, preparation of patients for X-ray examinations of the stomach, gallbladder, esophagogastroduodenoscopy, colonoscopy.
17. Familiarization with the work and study of documentation, manipulations of specialized offices and departments of the clinic: rheumatology, cardiology, endocrinology, pulmonology, gastroenterology, vaccination room, physiotherapy department, laboratory, day and home hospitals of the clinic.

Topic 2. Work in the office of functional diagnostics: assessment of external respiration, ECG, echocardiography, phonocardiography, radiography and radioscopy of the chest, gastrointestinal tract, gallbladder and kidneys, esophagogastroduodenoscopy, colonoscopy.

1. Epidemiology of hypertension and definition: exogenous and endogenous risk factors for hypertension, methods of active detection, classification, standards of examination of patients and their rehabilitation, dispensary observation of people with risk factors and patients, the effectiveness of primary and secondary prevention of hypertension.
2. Definition of nosological concept, epidemiology of coronary heart disease: methods of active detection of early manifestations of coronary heart disease, standards of examination of patients with coronary heart disease, depending on the form of coronary heart disease according to the International Classification, dispensary observation of patients with various clinical forms of coronary heart disease.
2. COPD epidemiology and definition, classification: exogenous and endogenous risk factors for COPD, methods of active detection, standards of examination of patients and their rehabilitation.
3. Dispensary observation of people with risk factors and patients.

4. Methods of determination of *Helicobacter pylori*, their diagnostic value: clinical manifestations of *Helicobacter pylori*-associated diseases - chronic gastritis and peptic ulcer disease.
5. Methods of eradication of *Helicobacter pylori*, schemes of classical and alternative therapy
6. Classification of chronic kidney disease (CKD): urinary syndrome: interpretation of changes, indications for instrumental studies, exogenous and endogenous risk factors for major kidney disease.

Topic 3. Work in the physiotherapy room: participation in conducting - electrotherapy with direct current, pulsed currents of low and sound frequency, high-frequency electrotherapy, magnetic therapy, aeroionotherapy, ultrasound therapy, heat and hydrotherapy procedures, etc.

1. Definition of rehabilitation in medicine.
2. Basic principles of rehabilitation.
3. Types of rehabilitation
4. Stages of rehabilitation.
5. Factors (methods) of rehabilitation.
6. Department of rehabilitation treatment in the clinic.
7. Contraindications for referral to the rehabilitation department.
8. Sanatorium.

Topic 4. Work in the emergency room of the clinic: examination of the patient, identification of syndromes and the presence of emergencies. Participation in emergency care in emergency situations: acute heart failure, hypertensive crisis, paroxysmal heart rhythm disorders, pulmonary embolism, asthmatic status, acute gastrointestinal bleeding, acute renal failure and more.

1. Clinical and expert characteristics of hypertension and circulatory failure: methods for determining morphological changes and functional disorders in GC and circulatory failure, shown and contraindicated working conditions in GC and circulatory failure, criteria for determining disability groups in GC complications and circulatory failure, ways of rehabilitation, the effectiveness of measures for primary and secondary prevention of hypertension.
2. Bronchial asthma: definition, classification, exogenous and endogenous risk factors for asthma, methods of active detection, standards of examination of patients, differential diagnosis with other chronic lung diseases, rehabilitation of patients at different stages, dispensary observation of people with risk factors and patients, effectiveness measures for primary and secondary prevention of bronchial asthma, clinical and expert characteristics of asthma, respiratory failure, shown and contraindicated working conditions and types, causes and duration of temporary disability, criteria for permanent disability.
3. Complications of *Helicobacter*-associated diseases - chronic gastritis and peptic ulcer disease: prevention of chronic gastritis and IH, clinical and expert characteristics of IH, shown and contraindicated working conditions and types, causes and duration of temporary disability, criteria for permanent disability in the operated stomach disease.
4. The main complications of CKD, the possibility of early diagnosis: tactics of patients, the principles of etiotropic and pathogenetic therapy, primary and secondary prevention of diseases of the kidneys and urinary tract.

Topic 5. Credit lesson, differentiated credit.

THEMATIC SCHEDULE

of Medical Practice in Outpatient Clinic of Family Medicine (Therapeutic Department of Polyclinic) for the 5st year students of Medical faculty

	Topics	Number of hours
1.	Organization principles of planned and emergency medical care in an outpatient setting. Medical admission of patients. Conducting a survey and physical examination of patients. Filling out the medical card of polyclinic patient. Determining the additional examination of the patients, evaluation of their results. Establishing a preliminary diagnosis. Determining further treatment, rehabilitation, prevention. Labor forecast	7
2.	Work in the functional diagnostic office: assessment of external respiration function, EKG, sonography, phonocardiography, X-ray examination of the chest, gastrointestinal tract, gallbladder and kidneys, esophagogastroduodenoscopy, colonoscopy	7
3.	Work in the physiotherapy room: participation in conducting electricity therapy with direct current, pulsed current of low and sound frequency, high-frequency electrotherapy, magnetic therapy, aero-ionotherapy, ultrasound therapy, heat and hydrotherapy procedures, etc	7
4.	Work in the emergency room of the clinic: examination of the patient, identification of syndromes and presense of emergency state. Participation in emergency care in situations: acute heart failure, hypertensive crisis, paroxysmal heart rhythm disorders, pulmonary embolism, status asthmaticus, acute gastrointestinal bleeding, acute renal failure, etc.	7
5.	Differentiated credit	2
TOTALLY		30

THEMATIC SCHEDULE

of individual work in Medical Practice in Outpatient Clinic of Family Medicine (Therapeutic Department of Polyclinic) for the 5st year students of Medical faculty

No	Topics	Number of hours	Forms of assessment
1.	Determining the performance of family doctor, physicians of day and home hospitals	5	The current control during practice classes
2.	Development of the models of prevention programs	5	

3.	Drawing up a route for patients with hypertention, coronary heart disease, chronic obstructive pulmonary disease, gastroenterological pathology, chronic kidney disease	5	activities
TOTALLY		15	

**4. CONTENT OF MEDICAL PRACTICE
LIST OF KNOWLEDGE AND SKILLS TO BE ACQUIRED BY THE STUDENT
DURING THE PRACTICE AND THEIR EVALUATION IN POINTS**

№ 3/II	Practical skills	Score in points
1	Carrying out of medical reception in polyclinic under the control of the general practitioner - the family doctor and registration: the medical passport of a site	3-5
2	Registration of the profile magazine of a site, the magazine of calls of the doctor home the list of the account of daily reception of patients	3-5
3	Registration of a medical card of an outpatient and epicrisis	3-5
4	Filling in statistical maps for registration of final (updated) diagnoses	3-5
5	Providing medical care to patients at home under the supervision of a general practitioner - a family doctor	3-5
6	Organization of a home hospital, the necessary additional examinations, consultations at home.	3-5
7	Providing medical care in the day hospital of the polyclinic under the supervision of the doctor of the day hospital of the polyclinic.	3-5
8	Carrying out the organization of emergency care at home and in outpatient settings, studying the rules of hospitalization for urgent needs, issued emergency reports of infectious patient.	3-5
9	Registration of temporary incapacity for work, certificate of temporary incapacity for work.	3-5
10	Execution of documents when referring a patient to the ITU (letter of intent) to determine the degree of disability	3-5
11	Writing of prescriptions	3-5

12	Conducting dynamic monitoring of patients and the disabled accounting by nosology: of patients, treatment, consultations with specialists.	3-5
13	To make a route of health improving actions, restorative feeding, sanatorium selection at various diseases	3-5
14	Execution of certificates and sanatorium cards for the needs of sanatorium treatment.	3-5
15	Carry out emergency care under the supervision of a family doctor. Examine the basic measures (manipulations) of emergency care at the pre-hospital stage.	
16	Carrying out fractional research of gastric secretion, pH-metry, duodenal sounding and there evaluation.	3-5
17	Carrying out laparocentesis, puncture of the pleural cavity, there evaluation.	3-5
18	Carrying out fibrogastroduodeniscopy, colonoscopy and there evaluation.	3-5
19	Carrying out ultrasonic research of the heart and its evaluation.	
20	Carrying out ultrasonic research of the lungs and its evaluation.	3-5
21	Carrying out ultrasonic research of abdominal cavity organs and its evaluation.	3-5
22	Interpretation of laboratory and instrumental tests: blood test, biochemical blood test, urine test, Zemnytsky and Nechiporenko tests, fecal and coprogram analysis, sputum analysis, pleural and ascitic fluid analysis, gastric secretion bile analysis.	3-5
23	Evaluation of the function of external respiration, ECG, phonocardiogram, X-ray examination of the lungs, gastrointestinal tract, gallbladder and kidneys, KT and MRT of internal organs.	3-5
24	Work in specialized offices and departments of the clinic: rheumatology, cardiology, endocrinology, pulmonology, gastroenterology, vaccination room, physiotherapy department, laboratory.	3-5

Students' ability in practical training is assessed by the following criteria

"5 points" – the student has perfectly mastered a certain skill and practical skill, thinks logically, freely uses the acquired theoretical knowledge in the analysis of practical material, expresses his attitude to certain problems.

"4 points" – the student has mastered a certain skill and practical skill, has the basic aspects of practical skills and abilities, expresses his views on certain issues, but assumes certain inaccuracies and errors in the analysis of practical action.

"3 points" – the student has mainly mastered the skills and practical skills, but unconvincingly answers, confuses concepts, additional questions cause the student uncertainty or lack of stable

knowledge; answering questions of a practical nature, reveals inaccuracies in knowledge, is unable to assess facts and phenomena, to relate them to future activities.

LIST OF QUESTIONS FOR DIFFERENTIATED CREDIT

1. Epidemiology of hypertension. Exogenous and endogenous risk factors of hypertension, methods of active detection, classification. Standards of examination of patients and their rehabilitation. Dynamic monitoring of people with risk factors and patients. Effectiveness of measures for primary and secondary prevention of hypertension.

2. Epidemiology and prevention of coronary heart disease. Risk factors of coronary heart disease and their correction. Diagnosis and treatment of various clinical forms of coronary heart disease in an outpatient department.

3. Clinical and expert characteristics of cardiovascular diseases.

4. Methods for determining morphological changes and functional disorders in cardiovascular diseases.

5. Indicated and contraindicated working conditions for cardiovascular diseases.

6. Criteria for determining disability groups in cardiovascular diseases.

7. Ways of rehabilitation of patients with cardiovascular diseases.

8. Epidemiology of bronchial asthma. Definition of asthma. Exogenous and endogenous risk factors for asthma, methods of active detection, classification. Standards of examination of patients and their rehabilitation. Dynamic monitoring of people with risk factors and patients. Effectiveness of primary and secondary prevention measures.

9. Chronic obstructive pulmonary disease: risk factors, diagnosis, treatment and prevention.

10. Epidemiology and primary prevention of diseases of the digestive tract.

11. Clinical and expert characteristics of chronic lung diseases. Criteria for determining disability groups. Labor forecast.

12. Helicobacter pylori-associated diseases of the digestive tract: diagnosis, treatment, prevention.

13. Epidemiology of chronic hepatitis and its definition. Exogenous and endogenous risk factors for chronic hepatitis and cirrhosis, methods of active detection, classification. Standards of examination of patients and their rehabilitation. Dynamic monitoring of people with risk factors and patients with hepatitis. Effectiveness of primary and secondary prevention measures.

14. Chronic pancreatitis and diseases of the biliary tract: diagnostic criteria, principles of treatment. Medical and social expertise of the gallbladder and pancreas diseases.

15. Exogenous and endogenous risk factors for thyroid disease, diagnosis, prevention, treatment.

16. Classification, diagnosis and treatment of different types of diabetes mellitus. 17. Algorithms for differential diagnosis of jaundice.

18. Algorithms of differential diagnosis in joint syndrome.

5. FORMS OF CONTROL

Students' ability in practical training is assessed by the following criteria

"Control methods" reflect the system of evaluation of practice on a traditional (four-point) and 200-point scale. The grade for practice consists of the sum of points for performance by the student of practical skills which are checked by the head from base of practice (maximum 120 points - minimum 72 points), and points for final control which are exposed at differentiated credit (maximum 80 points - minimum 50 points). Points from the discipline are independently converted into both the ECTS scale and the 4-point scale. The scores of students studying in one specialty are ranked according to the ECTS scale as follows:

ECTS assesment	Statistical indicator
A	The best 10% of students
B	The next of 25 % students
C	The next 30% students
D	The next 25 % students
E	The last of 10% students

Practice points for students who have successfully completed the program are converted into a traditional 4-point scale according to absolute criteria.

Discipline points	4-point scale
From 170 to 200 points	5
From 140 to 169 points	4
From 139 to 122 points	3
Lower than 122 points	2

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