**REGULATIONS ON ATILIM UNIVERSITY HEALTH APPLICATION AND RESEARCH CENTER**

**SECTION ONE**

**Introductory Provisions**

**Purpose**

**ARTICLE 1** – (1) The purpose of these Regulations is to regulate the procedures and principles regarding the objectives, fields of activity, management bodies and their duties, and the methods of operation of Atılım University Health Application and Research Center.

**Scope**

**ARTICLE 2** – (1) These Regulations provide the provisions on the procedures and principles regarding the objectives, fields of activity, management bodies and their duties, and the methods of operation of Atılım University Health Application and Research Center.

**Basis**

**ARTICLE 3 –** (1) These Regulations have been prepared on the basis of Sub-Clause (2), Clause (d), Paragraph 1, Article 7; and Article 14 of Higher Education Law no. 2547 dated 4/11/1981.

**Definitions**

**ARTICLE 4 -** (1) The definitions for the terms in these Regulations are as follows:

a) Advisory Board: The Advisory Board of the Center,

b) Center: Atılım University Health Application and Research Center,

c) Director: The Director of the Center,

ç) President: The President of Atılım University;

d) Senate: The Atılım University Senate;

e) University: Atılım University,

f) Executive Board: The Executive Board of the Center.

**SECTION TWO**

**Center Objectives and Fields of Activity**

**Center objectives**

**ARTICLE 5** – (1) The center aims:

a) To support education and training services, and conduct scientific research, in the field of health sciences.

b) To provide health care services in all fields, to train health care personnel at all levels, to ensure that the education and practice requirements of the students pursuing programs in health sciences, as well as the research requirements of academic staff are met.

c) To cooperate with the schools, institutes, colleges, and application and research centers within the University, and other institutions in Türkiye, or abroad, within the scope of the relevant legislative provisions in order to ensure the coordination of health care services in a standard, effective, and efficient manner in line with modern management principles;

ç) To ensure that health care services are offered with quality, and efficiency.

**Fields of activity**

**ARTICLE 6** – (1) The fields of activity of the Center are as follows:

a) Providing modern, scientific and reliable health care services to patients applying to the Center to receive health care services.

b) Cooperating with clinical branches and other disciplines on research for public health.

c) Providing quality health care services by following the standards in health and research in Türkiye and abroad.

ç) Providing educational services to students continuing their education and training in all fields, especially in the fields of medicine and health sciences in the programs of the University, and preparing the infrastructure for health application and research activities.

d) Preparing projects, providing consultancy, organizing training programs and providing scientific opinions and similar services in line with Center objectives, in cooperation with national and international public institutions, and private sector organizations.

e) Publishing periodicals and non-periodicals in line with Center objectives, organizing programs in written and visual media, and presenting scientific opinions.

f) Cooperating with public institutions and private sector organizations to improve public health within the scope of the relevant legislation.

g) Ensuring that University students learn more about healthy living and take active part in Center projects, undertaking encouraging educational activities for this purpose, and supporting those aspiring to work in the field.

ğ) Organizing in-service courses, panels, seminars and similar activities in the field of health.

h) Establishing and operating education, research and application bodies or units within the Center in order to support research, training and practice in the field of health care services.

ı) Establishing and operating health care units that provide services in all medical departments and sciences and other fields related to health in order to provide comprehensive health care services, in addition to inpatient treatment services within the scope of the relevant legislation.

i) Establishing and/ or acquiring, and operating the places and facilities where the Center is to operate, through donations, purchases, usufruct or leases.

j) Engaging in other activities to be decided by the Board of Trustees, the President, and the Executive Board.

**SECTION THREE**

**Administrative Bodies and their Duties**

**Administrative bodies**

**ARTICLE 7** – (1) The administrative bodies of the Center are as follows:

a) Director.

b) Executive Board.

c) Advisory Board.

**Director**

**ARTICLE 8 -** (1) The Director is appointed for a period of two years by the Board of Trustees, upon the recommendation of the President, from among the faculty members who are specialist medical doctors, experienced in health care operations, employed full-time at the University. The Director may be re-appointed at the end of their term of office. Upon the termination of the duties of the Director for any reason, a new Director may similarly be appointed.

(2) A maximum of three faculty members of the University may be appointed as assistant directors by the President, as recommended by the Director. Termination of the duties of the Director also constitutes that of the assistant directors. When the Director is not on duty, they assign one of their assistants as their deputy. If the deputy duty lasts more than six months, a new Director is appointed.

**Duties of the director**

**ARTICLE 9** – (1) The duties of the Director are as follows:

a) Representing the Center, and executing Center operations in line with the objectives.

b) Attending Executive Board meetings.

c) Executing the appointment procedures of the members of the research unit, as well as other staff members.

ç) Establishing the short, medium, and long-term goals, and activities of the Center, and preparing training and research activities based on these.

d) Preparing and submitting an annual operation report to the Executive Board on the operations of the Center at the end of each year.

e) Organizing, executing, and auditing the activities of the study groups within the Center.

f) Executing the resolutions reached by the Executive Board.

g) Determining the agenda of the Advisory Board.

**Executive Board**

**ARTICLE 10-** (1) The Executive Board consists of seven members in total; including the President, or the Vice President assigned to the position by the President as the Chairperson, and the Deans of the Schools of Medicine, Dentistry, and Health Sciences; the Director of the Vocational School of Health Care Services, the Director, and a specialist medical doctor or dentist from among the full-time faculty members of the University to be appointed by the President for a period of two years.

(2) The full-time member appointed by the President may be re-appointed when their term of office expires. New members may similarly be appointed to fill the roles of the previous members the duties of whom are terminated for any reason.

(3) The Board of Directors convenes with the absolute majority of members at least six times a year, and decisions are taken by majority vote. The chairperson’s decision shall be taken in the case of a tie.

**Duties of the Executive Board**

**ARTICLE 11** – (1) The duties of the Executive Board are as follows:

a) Deciding on the appointment or dismissal of the staff to be employed at the Center, and those appointed by the Board of Directors.

b) Deciding on the annual working report, plans and programs.

c) Determining the procedures and principles of operation for the units within the Center.

ç) Making decisions regarding the establishment of new units within the center.

d) Auditing, and having the annual operations of the center audited, in terms of health care service delivery, operation, finance, and other aspects.

e) Preparing their opinions on the procurement needs and the budget proposals of the Center.

**The Advisory Board and its duties**

**ARTICLE 12 -** (1) The Advisory Board consists of a maximum of eight members, from within or outside the University, possessing theoretical and practical knowledge about the fields of activity of the Center, appointed by the President for a period of two years as recommended by the Board of Directors. Members of the board may be re-appointed at the end of their terms of office. New members may similarly be appointed to fill the roles of the previous members the duties of whom are terminated for any reason, limited to the term of the vacating member.

(2) The Advisory Board convenes at least once a year, as invited by the Director accordingly.

(3) The Advisory Board is tasked to provide advisory opinions and suggestions on issues relevant to the fields of activity of the Center.

**SECTION FOUR**

**Miscellaneous and Final Provisions**

**Procedures and principles of operation for center units**

**ARTICLE 13 -**(1) Commissions or units may be established at the Center with the recommendation of the Director, and the approval of the Board of Directors, in order to increase efficiency and effectiveness, and to ensure service control and evaluation. The duties and the principles of operation of the individuals to be assigned to the commissions or units are determined by the Director and presented to the Board of Directors.

(2) Center units report to the Director on the services they provide.

(3) Heads of departments, heads of department majors, as well as heads of department majors and departments of science cooperate and coordinate with Center management in order to provide the most efficient, and the best services at the institutions for health in the regions of the Center that fall under their jurisdiction.

**Procurement requirements**

**ARTICLE 14** – (1) The academic, technical and administrative personnel requirements of the Center are met by the personnel to be appointed by the President in accordance with Article 13 of Law No. 2547.

**Cases not included in the Regulations**

**ARTICLE 15** - (1) In cases not included in these Regulations, Atılım University Regulations on Organization and Operation, published in the Official Gazette dated 23/1/1998 and numbered 23239, as well as the relevant legislative provisions, and Senate resolutions apply.

**Effective Date**

**ARTICLE 16 -** (1) These Regulations hereby come into effect on the date of publication.

**Execution**

**ARTICLE 17 -** (1) These Regulations are executed by the President of Atılım University.