



EXTENSION NOTICE: FIRST AID IN ACTION

I INTERNATIONAL CONGRESS ON EMERGENCIES AND CLINICAL SIMULATION OF THE MEDICAL SCIENCES COLLEGE OF MINAS GERAIS (FACULDADE CIÊNCIAS MÉDICAS DE MINAS GERAIS)

The Organizing Committee of the International Congress on Emergencies and Clinical Simulation (CIESC), affiliated with the Medical Sciences College of Minas Gerais (FCMMG), announces the opening of registrations for the selection of students for the extension activity of the I CIESC.

1. GENERAL PROVISIONS

1.1 This regulation proposes the participation of students from the Nursing, Physical Therapy, Medicine, Dentistry, and Psychology programs at FCMMG in an extension activity, in accordance with the norms established by the Research and Extension Department.

1.2 This initiative promotes the connection between FCMMG, a state school in Minas Gerais, and a non-profit institute.

1.3 The activity will consist of theoretical and practical components, totaling 30 hours.

1.4 The theme of the activity will be education on first aid.

1.5 The entire selection process will be conducted with groups of 5 (five) students.

2. PARTICIPANT REQUIREMENTS

Students may register for this activity if they meet the following requirements:

2.1. Be a listener of the CIESC.

2.2. Be regularly enrolled in one of the undergraduate programs at FCMMG, starting from the first semester of the course.

2.3. Not be participating in a Public Health internship or an exchange program during the activity period.

3. REGISTRATIONS

3.1 The registration for the selection process must be submitted by a group of exactly 5 (five) students.



3.1.2 Only 1 representative from each group should complete the registration.

3.2 Group registrations may be made from August 9 to August 28, 2025.

3.2.1 A notice will be issued if the maximum number of registrations (11) is reached before the established deadline.

3.3 Registrations will be conducted through the following electronic form: https://docs.google.com/forms/d/e/1FAIpQLSf5CS_YiojfM5DYPzKU_RrlkPxyFmHticiWTtLD2_3PPCj2zCw/viewform?usp=preview

3.3.1 After completing the registration, the candidate must verify the receipt of the confirmation in the email provided in the form. If they do not receive it, the candidate may contact the CIESC organizing committee at the email contato.ciesc.cmmg@gmail.com to confirm if the registration was completed. Complaints regarding the effectiveness of the registration will not be accepted after the registration period has ended.

4. SELECTION PROCESS

4.1 Students who have registered will be selected for the activity through an in-person selection process at FCMMG on September 1.

4.2 The selection process will be conducted in groups, and each group must consist of the 5 (five) previously registered members. 5 (five) groups will be approved, selecting a total of 25 (twenty-five) students.

4.3 The selection process will consist of a group activity lasting a total of 2 (two) hours, from **5:15 PM to 7:15 PM**.

4.3.1 The room will be announced on CIESC's Instagram (@ciesc.cmmg).

4.4 The presence of all 5 (five) members is mandatory, and the absence of one or more will disqualify the group from the selection process.

4.5 The activity will be evaluated by FCMMG faculty and representatives from the extension fields, considering criteria such as structural clarity, relevance, originality, and feasibility of implementation of the proposed approach.

4.6 CIESC encourages the interdisciplinary nature of its activities, promoting collaboration among different fields of knowledge. Therefore, in the case of a tie, the diversity of courses within the groups will be considered. Groups composed of members from different FCMMG programs will be prioritized, encouraging participation from students in Medicine, Physiotherapy, Dentistry, Psychology, and Nursing.

6. ANNOUNCEMENT OF APPROVED GROUPS

6.1 The CIESC extension committee will announce the results of the selection process on **September 5th**.

6.1.1 The announcement will be made through CIESC's Instagram (@ciesc.cmmg).



7. COMMITMENTS OF APPROVED PARTICIPANTS

7.1. Payment of a fee of R\$20.00 per member, only if the group is approved in the selection process. The fee is R\$15.00 for those who are beneficiaries of Prouni.

7.1.2 The amount raised from the activity will be entirely allocated to financing CIESC.

7.1.3 The approved groups will receive a form for submitting payment confirmations on September 8. All members must pay the fee for participation in the activity by September 15. If any group fails to submit the payment confirmation for all members, the next group on the waiting list will be called.

7.2. Commitment to fulfill a total workload of 30 hours.

7.3. Availability to attend all activities defined in the proposed schedule.

8. EXTENSION ACTIVITY

8.1 The activity will be structured in 6 (six) in-person meetings, divided into two phases (theoretical preparation and practical application).

8.1.2 Theoretical preparation phase: On October 6, 7, and 8, from 5:20 PM to 8:40 PM, three meetings will be held in the Skills and Realistic Simulation Laboratory (LabSim) at FCMMG, each lasting 3 hours and 20 minutes, focusing on teaching the fundamentals of three different first aid practices.

8.1.3 After the theoretical phase, students will participate in three meetings where they will teach, in practice, the content learned, acting as multipliers in an extension field. The activities will take place on October 23 and 24, distributed over two or three shifts, depending on the partner institution and group organization. All groups must be available for all four shifts on those days, understanding that only two or three will be occupied by the extension activity and that exact times will be announced after the selection process.

9. PRE-ACTIVITY SCRIPTS

Each group will be responsible for preparing 3 (three) scripts prior to the activities. The script must detail the planning of one of the practical activities, mentioning how it will be applied and what the responsibilities of each member will be. These scripts will be presented to the event coordination and the extension field.

9.1.2 The format of the scripts will be sent directly to the approved groups.

9.1.3 If the group does not submit a script at least 48 hours before the activity to be conducted, the members will not receive the extension activity certificate, considering the failure to fulfill the total workload.



10. ABSTRACT OF EXPERIENCE REPORT

Each group will be responsible for writing a mandatory summary of the experience report, addressing an aspect of the extension activity.

10.1 Students have a deadline of 5 (five) business days after the last practical activity of the group in question to submit the summary using a form to be sent to the approved groups.

10.2 These summaries require a faculty advisor, who will be appointed by the event committee.

10.3 Each group will have the opportunity to submit the summary for evaluation by the CIESC scientific committee, and if approved, it may be published in the event proceedings.

10.4 If the group fails to submit the experience report summary within 5 business days from the last activity conducted by the group, the members will not receive the extension activity certificate, considering the failure to fulfill the total workload.

11. WORKLOAD

Activity	Duration	Time	Dates	Location
Theoretical Training 1	3h20	5:20 PM to 8:40 PM	October 6th	LabSim FCMMG
Theoretical Training 2	3h20	5:20 PM to 8:40 PM	October 7th	LabSim FCMMG
Theoretical Training 3	3h20	5:20 PM to 8:40 PM	October 8th	LabSim FCMMG
Practical Sessions 1, 2, and 3	8h	To be decided after the selection process	October. 23th and 24th*	Extension Field
Planning the Activity Scripts	6h	Asynchronous Activity	October 21st*	Asynchronous Activity
Experience Report	6h	Asynchronous Activity	October 31st	Asynchronous Activity
Total Hours per Participant	30h			

*The dates are subject to change



11.1 Upon registration, all groups confirm their availability for the proposed date options.

11.2 The workload will be verified by the organizing committee according to the submission of the scripts and the report, as well as by the completion of attendance lists for each group, signed by the representatives of Labsim or the extension field. The lists will be sent directly to the approved groups.

12. CERTIFICATION

12.1. A certificate of extension activity will be provided for participating students who complete the total workload of 30 hours.

12.1.2 The certificate will be issued and delivered by the Research and Extension department of FCMMG.

13. FINAL PROVISIONS

13.1. Participation in the activity implies acceptance and compliance with all provisions of this notice.

13.2. Extraordinary issues not covered by this notice will be defined and resolved by the organizing committee of CIESC and communicated as necessary.

13.3. Items in this notice that need to be modified due to force majeure will be published as errata and announced on Instagram @ciesc.cmmg.

13.4. Questions not addressed in this notice can be clarified directly with members of the extension committee of the I CIESC, whose contact can be made via email: contato.ciesc.cmmg@gmail.com

Belo Horizonte, August 4th, 2025.

Profa. Adriana Marques Alcici Moreira

**President of the I International Congress on Emergency and Clinical
Simulation of FCMMG**