



PHYTOTHERAPY CERTIFICATION TRAINING PROGRAM

STANDARDS FOR PHYTOTHERAPY CERTIFICATION TRAINING PROGRAM

1. NAME OF TRAINING

Phytotherapy Certification Training Program

2. AIM OF TRAINING

This certification training program aims at offering necessary competency for;

1. Physicians and
2. Dentists to practice in their own field

to practice phytotherapy in an effective and efficient manner.

3. LEGAL BASIS FOR TRAINING

The following legislation is taken as a basis for the implementation of this training program.

1. Decree Law No. 663
2. "Regulation on Certification Training of the Ministry of Health" published in the Official Gazette dated February 4, 2014 and numbered 28903.
3. "Regulation on Traditional and Complementary Medicine Practices" published in the Official Gazette dated October 27, 2014 and numbered 29158.

4. DEFINITIONS

Phytotherapy: It is a practice performed by using plants which are proved to be medically effective for protection against diseases and for supporting a particular treatment, parts of these plants which have effective ingredients and/or their natural products which are obtained through a certain process and pharmaceutical forms (tablets, cap-

sules, tinctures, etc.) which are made of these products and standardized as well as herbal medicinal products.

Practice Center: It is a center which is established within the body of health application and research center of the faculties of dentistry or the faculties of medicine under the responsibility of a physician, a dentist or a pharmacist who holds a certificate on the relevant field or faculty members who hold an academic title in the relevant field, and which can provide training if authorized by the Ministry.

Distance Learning: It is a way of learning in which students are separated by time and physical location from instructors and both the transfer of course contents and the interaction are ensured using information and communication technologies.

Asynchronous Learning: It is a way of learning-training which occurs asynchronously at different times and locations.

Synchronous Learning: It is a way of learning-training which occurs synchronously.

5. PROCEDURES AND PRINCIPLES TO IMPLEMENT THIS TRAINING PROGRAM

The training program shall be implemented based on the procedures and principles listed below:

1. The training program shall be carried out theoretically as well as in laboratory and clinical practices. The theoretical part of the training

- may be face-to-face training and/ or a maximum of 80% of the same theoretical part may be taught as distance learning courses.
2. It shall be ensured, in distance learning, that the participants have synchronous and asynchronous access to interactive practices on-line through the infrastructure provided by the server -on condition that at least 50% of the distance learning courses are synchronous- and that interactive live courses are taught at certain hours in a certain place/ hall within the bounds of live curriculum.
 3. The participants need to undertake and follow up the treatment and reporting of at least 10 (ten) cases during the training.
 4. The contents of the courses shall be designated in the beginning of the training program; the participants shall be given references or provided with lecture notes.
 5. Theoretical and practical courses shall last for 8 (eight) hours a day at most. The period of a course shall be 45 (forty five) minutes.
 6. A maximum of 50 (fifty) participants for distance learning courses and a maximum of 28 (twenty eight) participants for face-to-face classes can be accepted in one training period/ term except for 2 (two) participants who will be assigned by the Ministry.
 7. The participants to be assigned by the Ministry will be a physician or a dentist who does not have any public service liability and whose training in this program is of importance for his/her services in the institution she/he works. These participants will not pay any training fee. The participants cannot be made work in any other field/unit/center or in any other job position during the training program.
 8. Continuous attendance is essential for the training, and the practical training requires compulsory attendance. The participants who cannot attend 10% (ten percent) of the practical training at most due to a legal excuse shall not be allowed to take the certification exam unless they complete the hours they miss. A maximum of 10% (ten percent) absence due to a legal excuse is acceptable for the theoretical training.
 9. The following teaching and learning strategies, methods and techniques shall be applied in the training program:
 - Verbal lecture
 - Small group discussion
 - Demonstrative teaching (laboratory practices)
 - Engaged scientific activities (excursion etc.)
 - Question & Answer
 - Simulation
 - Video-based teaching
 - Clinical practice (case studies)
 10. The practical training includes bed-side phytotherapy practices performed individually or in small groups in practice centers or units, and it consists of “observing”, “doing under supervision” and “doing independently” stages respectively.

6. PARTICIPANTS AND THEIR QUALIFICATIONS

Physicians and/or dentists to practice in their own field can participate in this certification training program.

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject

SUBJECT	LEARNING OBJECTIVES Participant successfully c ompleting this training program:	Duration (Hours)		
		Theory	Laboratory Practice Clinical Practice (Case Discussion)	Total
Module - 1 Introduction to Phytotherapy				
Definition, history and development of phytotherapy	1- defines the phototherapy. 2- briefly explains the history and development process of phytotherapy.	2		2
The origin of herbal drugs: Ethnobotany	1- clarifies the term of ethnobotany. 2- explains how to record the ethnobotanic information.	2		2
Drug research and development phases	1- names the phases of drug development. 2- clarifies each phase.	1		1
Preclinical evaluation of herbal products	clarifies pharmacological studies required to be conducted on herbal products prior to clinical studies.	2		2
Clinical research design and process in herbal products	1- makes a research design for herbal products. 2- names the stages of clinical research process.	2		2
Herbal products and pharmacovigilance	explains the pharmacovigilance data (notifications such as adverse effects etc.) in herbal products.	2		2
Terms and definitions in phytotherapy	defines phyto-pharmacotherapy, herbal medicines, phytopharmaca, phytopharmaceutics, phytotherapeutics, medicinal plants, herbal drugs, traditional herbal medicinal products, herbal teas, etc. all of which are used in phytotherapy.	2		2
Phytotherapy in Turkey and in the world	comparatively explains the phytotherapy practices conducted in Turkey and in the world.	2		2

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Duration (Hours)			
		Theory	Laboratory Practice	Clinical Practice (Case Discussion)	Total
Scientific definition of plants	clarifies the primary principles for the identification of plants. 2- scientifically categorizes the plants. 3- defines the plants. 4- names the plants. 5- identifies the plants.	2	4		6
Excursion (Plant excursion)	identifies the medicinal plants, which s/he sees during her/his plant excursion, in their natural distribution and culture areas.		8		8
Significant medicinal plants	gives information on significant medicinal plants.	11			11
Plant culture and collection processes	1- identifies the plant whose culture is collected. 2- explains the collection processes of culture plant.	2			2
Morphologic characteristics of plants	1- names the primary morphologic characteristics of plants. 2- analyzes the morphologic characteristics of plants.	2	4		6
Anatomical characteristics of plants	1- names the primary anatomical characteristics of plants. 2- analyzes the anatomical characteristics of plants. 3- analyzes the anatomic structure of herbal drugs.	2	4		6
Phylogenetic active agent groups and their effects/effect mechanisms	names the phylogenetic primary (oses, amino acids, etc.) and secondary agents (according to the biosynthesis pathways; terpenes, phenolic compounds, etc.) and their effects/effect mechanisms.	6			6

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Duration (Hours)		
		Theory	Laboratory Practice Clinical Practice (Case Discussion)	Total
Extraction methods	describes common extraction methods (SFE etc.).	2		2
Phylogenetic drug molecules	introduces the phylogenetic drug molecules in use.	4		4
Design and development of phylogenetic pharmaceutical products	describes the stages in design and development processes of phylogenetic pharmaceutical products.	4		4
Patient rights and ethics	describes the patient rights and ethical rules.	2		2
Regulation on Traditional and Complementary Medicine Practices	clarifies the rights and responsibilities laid on her/him under the primary regulation on relevant subject.	2		2
Standardization and quality control in herbal products	1- illuminates the significance of standardization in herbal products. 2- describes the quality control methods (usual identification reactions, chromatography techniques, etc.).	2		2
Visits to the producers of herbal products	1- names the herbal product formulation processes. 2- describes the production of herbal products. 3- explains the terms of GMP and GLP.		4	4
Toxic	1- names the toxic and harmful plants. 2- names the basic characteristics of toxic and harmful plants.	2		2
Plant / Herbal drug - Drug / Medicinal product interactions	discusses herbal medicinal product / drug interactions.	4		4

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Duration (Hours)			
		Theory	Laboratory Practice	Clinical Practice (Case Discussion)	Total
Medicinal plant metabolites and herbal drug metabolism	1- names the medicinal plant metabolites. 2- describes the plant metabolites and herbal drug metabolism (ADME).	2			2
Registration of herbal products	1- summarizes the regulation on registration of herbal products. 2- describes the process of registering the herbal products in line with the regulation. 3- describes the phases that the herbal products have gone through in their approval process by the Ministry of Health.	4			4
Food supplements, functional foods, vitamins and minerals	1- describes food supplements, functional foods, vitamins and minerals. 2- distinguishes materials given from the food supplements, functional foods, vitamins and minerals.	4			4
Free radicals, herbal antioxidants	1- describes the effects of free radicals on body. 2- describes herbal antioxidants.	2			2
Nutraceuticals	1- describes the nutraceuticals. 2- names the nutraceuticals available in the market.	2			2
Primary principles of drug preparation	describes the processes followed in herbal drug preparation.	2			2
Medicinal teas and preparation techniques	1- describes the composition of medicinal teas. 2- prepares the medicinal teas properly.	2	6		8

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Duration (Hours)			
		Theory	Laboratory Practice	Clinical Practice (Case Discussion)	Total
Medicinal plant metabolites and herbal drug metabolism	1- names the medicinal plant metabolites. 2- describes the plant metabolites and herbal drug metabolism (ADME).	2			2
Registration of herbal products	1- summarizes the regulation on registration of herbal products. 2- describes the process of registering the herbal products in line with the regulation. 3- describes the phases that the herbal products have gone through in their approval process by the Ministry of Health.	4			4
Food supplements, functional foods, vitamins and minerals	1- describes food supplements, functional foods, vitamins and minerals. 2- distinguishes materials given from the food supplements, functional foods, vitamins and minerals.	4			4
Free radicals, herbal antioxidants	1- describes the effects of free radicals on body. 2- describes herbal antioxidants.	2			2
Nutraceuticals	1- describes the nutraceuticals. 2- names the nutraceuticals available in the market.	2			2
Primary principles of drug preparation	describes the processes followed in herbal drug preparation.	2			2
Medicinal teas and preparation techniques	1- describes the composition of medicinal teas. 2- prepares the medicinal teas properly.	2	6		8
Fixed oil plants	1- names the fixed oil plants. 2- describes the basic characteristics of fixed oil plants.	2			2

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:				
		Theory	Laboratory Practice	Clinical Practice (Case Discussion)	Total
Volatile oil plants	1- names the volatile oil plants. 2- describes the basic characteristics of volatile oil plants.	2			2
Aromatherapy and its practice fields	1- defines the volatile oils. 2- names the characteristics of volatile oils. 3- describes the composition of volatile oils. 4- describes the effects of volatile oils. 5- describes the aromatherapy. 6- practices the aromatherapy.	2	4		6
Herbal preparations available in Turkish pharmacies.	names the herbal preparations available in Turkish pharmacies.	1			1
Herbal preparations available in European Union countries	names the herbal preparations available in European Union countries.	1			1
Misuse and abuse of medicinal plants	explains the misuse and abuse likelihood of medicinal plants.	1			1
Plants used in cosmetics	describes the plants used in cosmetics.	1			1
Medicinal plants in future	describes the potential position of medicinal plants in future.	1			1
Points to consider in rational phytotherapy	explains the points to consider in rational phytotherapy.	3			3
Module 1 In Total		100	34	-	134
Module 2 Phytotherapy practices based on the indications					
Phytotherapy in heart and circulation system diseases	1- names the phytotherapeutics used in heart and circulation system diseases. 2- discusses the evidence level of phytotherapeutics used in heart and circulation system diseases.				

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Theory	Laboratory Practice	Clinical Practice (Case Discussion)	Total
Phytotherapy in respiratory diseases	1- names the phytotherapeutics used in respiratory diseases. 2- discusses the evidence level of phytotherapeutics used in respiratory diseases.	3			3
Phytotherapy in geriatrics	1- names the phytotherapeutics used in geriatrics. 2- discusses the evidence level of phytotherapeutics used in geriatrics.	2			2
Phytotherapy in pediatrics	discusses the evidence level of phytotherapeutics used in pediatrics.	3			3
Phytotherapy in gastroenterology	1- names the phytotherapeutics used in gastroenterology. 2- discusses the evidence level of phytotherapeutics used in gastroenterology.	7			7
Phytotherapy in gynecological diseases	1- names the phytotherapeutics used in gynecological diseases. 2- discusses the evidence level of phytotherapeutics used in gynecological diseases.	2			2
Phytotherapy in endocrinology and metabolic diseases	1- names the phytotherapeutics used in endocrinology and metabolic diseases. 2- discusses the evidence level of phytotherapeutics used in endocrinology and metabolic diseases.	2			2

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Theory	Laboratory Practice	Clinical Practice (Case Discussion)	Total
Phytotherapy in dermatologic disorders	1- names the phytotherapeutics used in dermatologic disorders. 2- discusses the evidence level of phytotherapeutics used in dermatologic disorders.	5			5
Phytotherapy in urology	1- names the phytotherapeutics used in urology. 2- discusses the evidence level of phytotherapeutics used in urology.	2			2
Phytotherapy in oncology	1- names the phytotherapeutics used in oncology. 2- discusses the evidence level of phytotherapeutics used in oncology.	3			3
Phytotherapy in neurodegenerative diseases	1- names the phytotherapeutics used in neurodegenerative diseases. 2- discusses the evidence level of phytotherapeutics used in neurodegenerative diseases.	1			1
Phytotherapy in sports medicine	1- names the phytotherapeutics used in sports medicine. 2- discusses the evidence level of phytotherapeutics used in sports medicine.	2			2
Phytotherapy in rheumatismal diseases	1- names the phytotherapeutics used in rheumatismal diseases. 2- discusses the evidence level of phytotherapeutics used in rheumatismal diseases.	2			2

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Laboratory Practice			Total
		Theory	Clinical Practice (Case Discussion)		
Phytotherapeutics with immunomodulator effect	1- names the phytotherapeutics with immunomodulator effect. 2- discusses the evidence level of phytotherapeutics with immunomodulator effect.	3			3
Phytotherapy in psychiatry	1- names the phytotherapeutics used in psychiatry. 2- discusses the evidence level of phytotherapeutics used in psychiatry.	2			2
Phytotherapy in eye diseases	1- names the phytotherapeutics used in eye diseases. 2- discusses the evidence level of phytotherapeutics used in eye diseases.	1			1
Phytotherapy in burns and mushroom poisoning	1- names the plants used in burns and mushroom poisoning. 2- explains how to use each plant in these cases.	3			3
Symptomatic treatment by phytotherapy	explains symptomatic treatments in phytotherapy.	1			1
Plants used in traditional folk medicine in Turkey	1- names the plants used in traditional folk medicine in Turkey. 2- names the effects of plants used in traditional folk medicine in Turkey. 3- identifies the indicated plants.	15	4		19

Table 1: Subjects to be Included in Training Program for Physicians, and Learning Objectives and Duration of Each Subject (continued)

SUBJECT	LEARNING OBJECTIVES Participant successfully completing this training program:	Theory	Laboratory Practice	Clinical Practice (Case Discussion)	Total
Module 2 In Total		62	4	-	66
Module 3 Clinical Practices					
Practices in Practice Centers or Units	1- writes prescriptions containing phytotherapeutic drugs. 2- realizes the practical application of patient treatment/ supportive treatment and follow-up. 3- clarifies the interactions of medicinal plants, herbal drugs, phytonutrients, food supplements, drugs and traditional herbal medicinal products with each other.			80	80
Module 3 In Total		-	-	80	80
GRAND TOTAL		162	38	80	280

7. CURRICULUM

7.1 Learning Objectives and Subjects in Training Courses

Tables 1 and 2 below show the learning objectives and subjects to be included in the training program as well as the duration of each subject.

7.2. Training Materials and Their Features

In this training program;

- 11. National and international pharmaceutical botanics, pharmacognosy, phytotherapy and pharmacology

course books and lecture notes for training presentations,

- 12. Monographs and pharmacopoeias,
- 13. Publications by national and international phytotherapy associations,
- 14. National and international publications and theses on the relevant subject,
- 15. Phytotoxicology notes; relevant guidelines,
- 16. Interactive drug information database programs, etc. will be used as primary training materials.

In practices; visual materials and herbal

drugs used in phytotherapy will be utilized. In addition; technological materials such as CD, DVD, USB, etc. will be used.

7.3. Duration of Training

Duration of Training Program is as follows:

Participants' Group	Training Duration (hours)			
	Theory	Laboratory practices	Clinical practices	TOTAL
Physicians	162	38	80	280
Dentists	138	38	39	215

7.4. Evaluation of Training (Exam Procedure, Achievement Criteria, Extra Exam Right, etc.)

The training will be evaluated according to the following procedures and principles.

1. This training program shall be evaluated according to the following procedures and principles.
2. Participants who do not fulfill the requirement of compulsory attendance shall not be allowed to participate in the exam.
3. Theoretical and practice exams shall be conducted at the end of the training program.
4. The participants are supposed to succeed both in theoretical and practice exam separately.
5. Exam questions shall be prepared by the exam committee, composed of minimum three trainers, under the chairmanship of the program officer in a way to cover all the subjects included in the training content.
6. The practice exams shall be conducted by using Phytotherapy Practice Training Evaluation Form (Annex 1/A and Annex 1/B). Each subject included in the form will be rated as Highly Satisfactory (4), Satisfactory (3), Moderately Satisfactory (2), Unsatisfactory (1) or Not Evaluated (0). Points obtained from each subject will be totaled. This total will be divided by the number of subjects evaluated and the average will be determined. The average will be multiplied by 25 (twenty five) and it will be calculated out of 100 (one hundred). Those who score 70 (seventy) points or more out of 100 (one hundred) in the practice exam shall be deemed successful.
7. Theoretical exam questions shall be prepared as multiple-choice questions and cover all the subjects included in the training content.
8. Participants who score 70 (seventy) points or more out of 100 (one hundred) in the exam shall be deemed successful. Those who fail to score this minimum point in the theoretical exam shall be allowed to take the exam 2 (two) more times at maximum. Those who cannot pass the exam are supposed to apply to the phytotherapy certification training program again.
9. Those who cannot pass the theoretical exam shall not be allowed to take the practice exam.
10. The practice exam shall be conducted by practicing the phytotherapy on a patient at phytotherapy practice centers or units and laboratories having the required instruments.
11. In the practice exam;
12. Skill of recognizing medicinal plants,

13. Analysis skill,
14. Skill of preparing medicinal teas,
15. Diagnosis and treatment planning,
16. Case studies will be evaluated.
17. Participants who fail in the practice exam shall be allowed to take the exam 2 (two) more times at maximum; those who cannot pass the exam are supposed to apply to the Phytotherapy Certification Training Program again.
18. The objections of the participants who object to the results of their theoretical and practice exams conducted at the end of the phytotherapy certification training program shall be evaluated and concluded by the certification training providers in 5 (five) days at the latest.
19. For certification, the success point of the participants shall be determined by averaging the points obtained in the theoretical and practice exams.
20. Participants who pass the theoretical and practice exams shall be awarded their certificates.
21. The certificate shall be registered by the Ministry of Health to become valid.
22. The validity period of the certificate is seven years. At the end of seven years, the certificates of those who satisfy the requirements listed in the certificate renewal criteria shall be directly renewed. The certificates of those who do not meet the requirements shall be renewed only if they succeed in the exam to be conducted.

23. In the case of a legally-acceptable excuse; the personnel trained shall complete their training by adding the duration of training which they are unable to participate in to the training program. If a participant fails to participate in training or s/he discontinues it, her/his training shall be cancelled and she/he shall be deemed unsuccessful.
24. At the end of training; the training and trainers shall be evaluated through the questionnaire form included in the Annex-2.

8. PROGRAM OFFICER AND HER/HIS QUALIFICATIONS

Physicians, Dentists, Pharmacists or academicians holding an academic title in the relevant field are the program officers of the Phytotherapy Certification Training Program.

9. TRAINERS AND THEIR QUALIFICATIONS

Physicians and Dentists having any one of the following qualifications shall be assigned as trainer:

1. Faculty members of the departments of botany, pharmacognosy, phytotherapy, phytopharmacy, pharmacology and clinical pharmacy of the faculties of pharmacy/ medicine,
2. Physicians and dentists who have actively practiced their profession for at least 3 years and who have completed their Master's Degree and/or Doctoral Degree studies in the fields of pharmaceutical botany, pharmacognosy, phytotherapy, pharmacology and/or phytopharmacy,

3. Physicians, dentists and pharmacists who have minimum 3 (three) articles on phytotherapy published in national or international peer-reviewed scientific journals,
4. Physicians and dentists who are actively practicing their profession and who have the Ministry-approved “Phytotherapy Practice Certificate”,
5. Those who are foreign national and document that they have actively practiced their profession and received phytotherapy training in an international platform and who are deemed to be qualified by the committee established by the relevant unit,
6. Academicians or specialists in other fields than phytotherapy.

The Practice Centers are obliged to notify the Ministry of Health about the qualifications and names of the trainers.

10. PROPERTIES OF THE TRAINING PLACE

Properties of the Equipment Required for Theoretical and Practical Training:

The place where the training will be provided shall:

1. For Distance Learning:
 - a. have a Learning Management System (LMS) software compliant with international learning content standards (Scorm, AICC, etc.),
 - b. have a Learning Management System (LMS) Management panel,
 - c. have a server and infrastructure architecture in parallel with the capacity of the trainees,
 - d. ensure that video conferencing software and infrastructures are

- integrated into the system so as to provide simultaneous trainings,
2. have a training hall which has the sufficient equipment and where the participants can receive interactive training,
3. have a training hall which is warm and bright enough as well as being spacious, where a modular system can be used, which has a capacity in the number of the participants to be trained, and which can be divided into two separate training halls when necessary,
4. have adequate number of chairs and desks for participants,
5. have a server and infrastructure architecture in parallel with the capacity of the trainees for distance learning,
6. ensure that video conferencing software and infrastructures are integrated into the system so as to provide simultaneous trainings,
7. be a Center for Traditional and Complementary Medicine Practices approved by the Ministry,
8. have computer and audiovisual devices which will allow for carrying out the training using appropriate technology; practice models; a blackboard; a printer, xerox machine and paper support systems ensuring that participants are provided with training objectives, subjects and contents/presentations; preferably an internet access enabling that online and visual animations/training materials are used.

11. VALIDITY PERIOD OF THE CERTIFICATE

The validity period of the certificate is 7 years.

12. CERTIFICATE RENEWAL CRITERIA

The renewal of the certificate shall be carried out in line with the procedures and principles below.

1. At the end of the validity period of the certificates, among the certificate-holders;
 - a. The certificates of those who document that they attended national/international trainings or scientific meetings on phytotherapy at least 4 (four) times within the validity period of the certificate after receiving that certificate or those who published an article on phytotherapy in 2 (two) national/international peer-reviewed journals or those who document that they worked actively on this field for 2 (two) years shall be renewed. The certificate-holders shall submit their documentation related to these criteria during the renewal application to the certification training providers that awarded the certificate to them.
 - b. Those who do not fulfil any criteria in paragraph (a) need to take the certificate renewal exam.
2. The renewal exam shall be conducted as a theoretical exam consisting of multiple-choice questions prepared in line with the recent developments in the field and the subjects in the relevant training program by the implementers of certification training program under the coordination of the relevant unit of the Ministry.
3. Participants who score 70 (seventy) or more points in the renewal exam shall be deemed successful and the

duration of their certificates shall be extended for another 5 (five) years.

4. The certificates of the certificate-holders shall be valid until the certificate renewal exam process is completed.
5. The certificates of those who fail to attend the certificate renewal exam twice in a row shall be deemed invalid, except in cases of legally acceptable excuses. Following the end of the legally acceptable excuse, they shall be tested as soon as possible.
6. In cases when the training activities of the entity with the authorization to provide certification training program are stopped or its certification training provision authorization documents are cancelled for any reason or in cases of shut-down and transfer, the certificate renewal exams shall be conducted by the relevant unit of the Ministry.
7. The objections of the certificate-holders, who fail in the certificate renewal exam to the renewal exam results, shall be evaluated and concluded in maximum 5 (five) days by the certificate renewal exam committee.

13. PROCEDURES AND PRINCIPLES OF EQUIVALENCE PROCESSES

13.1. Equivalence Application

Equivalence shall be requested by using the equivalence application form (Appendix-3) prepared by the Ministry in line with the provisions of the Regulation on Certification Training of the Ministry of Health. It is mandatory to submit all the documents specified in

this form. Each section specified in this form shall be filled in detail, the original copies of the below-listed documents approved by the institution/organization which provided the training and the translation of the documents into Turkish by a certified translator if the training is received abroad shall be submitted as attachment to the form.

13.2. Documents to be attached to the Application Form:

The following documents are requested in the equivalence application.

1. Notarized copy of the certificate.
2. Notarized copy of the Faculty of Medicine/Faculty of Dentistry diploma.
3. Notarized copy of postgraduate education certificate, if available.
4. A copy of Turkish Identification Card/ Foreign Identification Card and 2 (two) photographs.
5. All information and documentation related to the Training Curriculum specified in the 4th paragraph of the Application Form (the original of the document in the language of the training and the document and its translation into Turkish).
6. Document proving that Physicians received at least 280 hours of training / that Dentists received at least 215 hours of training as well as the Training Curriculum.
7. The applicant will be requested to submit a document which is received from the official health authority of the country of training or the head of mission of Turkey and shows that the Institution/Organization/Private Law Legal Entity/Natural Person who/which provided the training and who/which is included

in the 3rd paragraph of the Application Form is authorized to provide training.

8. The applicant will be requested to document that s/he resided in the country in which s/he received training for as long as the training duration with his/her passport or other official documents and the formally-commissioned officials will be requested to provide documentation proving that they were off duty in the said period.

13.3. How to carry out the Equivalence Procedures

The equivalence procedures shall be carried out as follows:

1. The application files of those who apply for certificate equivalence shall be examined in line with the Phytotherapy Certification Training Program Standards by a science committee to be set up by the relevant unit.
2. Applicants whose files are deemed suitable and sufficient shall be tested with theoretical and practice exam.
3. Applicants who score 70 (seventy) points or more out of 100 (one hundred) in the theoretical exam shall be deemed successful. Those who fail to score this minimum point in the theoretical exam shall be allowed to take the exam 2 (two) more times at maximum; those who cannot pass the exam are supposed to apply to the Phytotherapy Certification Training Program.
4. Participants who cannot pass the theoretical exam shall not be allowed to take the practice exam.

5. Participants who score 70 (seventy) points or more out of 100 (one hundred) in the practice exam shall be deemed successful. Those who fail to score this minimum point in the practice exam shall be allowed to take the exam 2 (two) more times at maximum; those who cannot pass the exam are supposed to apply to the Phytotherapy Certification Training Program.
6. Certificate Equivalency Document shall be drawn up for the applicants who pass the theoretical and practice exams.
7. Certificate Equivalency Document shall be registered by the Ministry of Health.

3.4. Master's Degree / Doctoral Degree Equivalence

Physicians/dentists who received master's degree / doctoral degree education in the field of phytotherapy before the publication of the regulation shall be awarded a certificate for one time only on condition that their transcripts and documents are analyzed and they receive training on missing subjects and fields. Those who received master's degree/doctoral degree education after the publication of the regulation shall be exempt from Module 1 in the training they will receive in training centers.