



PERSONAL AND PROFESSIONAL DEVELOPMENT MODULE GUIDE FOR CLINICAL MASTER PROGRAM FACULTY OF MEDICINE, UNIVERSITI KEBANGSAAN MALAYSIA

I. Introduction and Program Philosophy

The Personal and Professional Development (PPD) module is an integral component of the Clinical Master Program at the Faculty of Medicine, UKM. The module is founded on the understanding that successful medical specialists require continuous self-improvement in both personal and professional domains.

Personal development focuses on improving oneself intellectually and emotionally, encompassing self-awareness, identity, aspirations, and quality of life.

Professional development is centered on continuously enhancing professional skills to advance one's medical career.

II. Course Learning Outcome (CLO)

This mapping has been aligned with the directive of the Malaysian Qualifications Agency (MQA) to incorporate sustainability elements into the curriculum. Each PPD course code (PPD 1 to PPD 8) has been mapped to the relevant Sustainable Development Goals (SDGs).

The existing teaching model remains unchanged but has been enhanced by embedding the eight (8) sustainability elements into the Course Learning Outcomes (CLOs).

Course Name & Code	Course Learning Outcome (CLO) <i>*Starting Sem 1 Session 2026/2027</i>
Personal and Professional Development I <i>Perkembangan Personal dan Profesional I</i> (FFFAQ6611)	Critically evaluate the best practices in decision-making based on current and relevant theories, evidence and sustainability considerations; in particular, respecting the diversity of individuals involved in the process. (C4, PLO2; Sustainability Competency: Critical Thinking)

	<i>Menilai secara kritis dalam membuat keputusan berkesan dan professional melalui integrasi teori, bukti dan pertimbangan kelestarian sedia ada dengan mengambilkira kepelbagaian pesakit dan pendapat pelbagai individu dalam pasukan.</i> (C4, HPP2; Kompetensi Kelestarian: Pemikiran Kritis)
Personal and Professional Development II <i>Perkembangan Personal dan Profesional II</i> (FFFQ6621)	Demonstrate ethically grounded and value- based interpersonal skills in patient management, guided by professional standards, empathy, and respect for human dignity. (A4, PLO4; Sustainability Competency: Normative) <i>Mempamerkan kemahiran interpersonal berasaskan nilai dan etika dalam pengendalian pesakit, berpandukan standard profesional, empati dan penghormatan terhadap maruah insan.</i> (A4, HPP4; Kompetensi Kelestarian: Normatif)
Personal and Professional Development III <i>Perkembangan Personal dan Profesional III</i> (FFFQ6631)	Apply safe and appropriate clinical skills through integrated problem-solving that synthesises medical regulations, patient context, and interprofessional considerations in patient management. (P5, PLO3; Sustainability Competency: Integrated Problem Solving) <i>Mengaplikasikan kemahiran klinikal yang selamat dan sesuai melalui pendekatan penyelesaian masalah bersepadu dengan menggabungkan tatasusila perubatan, konteks pesakit dan pertimbangan pasukan kesihatan dalam pengurusan rawatan.</i> (P5, HPP3; Kompetensi Kelestarian: Penyelesaian Masalah Bersepadu)

Personal and Professional Development IV <i>Perkembangan Personal dan Profesional IV</i> (FFFQ6641)	Demonstrate ethical and professional conduct in patient care through continuous self- awareness, reflection on personal values, and adherence to the medical code of professional practice. (A5, PLO11; Sustainability Competency: Self-Awareness) <i>Mempamer amalan etika dan profesionalisme dalam penjagaan pesakit melalui kesedaran sendiri yang berterusan, refleksi terhadap nilai diri, serta pematuhan kepada kod amalan profesional perubatan. (A5, HPP11; Kompetensi Kelestarian: Kesedaran Kendiri)</i>
Personal and Professional Development V <i>Perkembangan Personal dan Profesional V</i> (FFFQ6651)	Demonstrate effective, empathetic and collaborative communication with patients, families and healthcare team members to support shared understanding and joint decision-making in patient care. (A5, PLO5; Sustainability Competency: Collaboration) <i>Mempamerkan komunikasi yang berkesan, berempati dan berkolaborasi dengan pesakit, keluarga serta ahli pasukan kesihatan bagi menyokong persefahaman bersama dan pembuatan keputusan secara kolektif dalam penjagaan pesakit. (A5, HPP5; Kompetensi Kelestarian: Kolaborasi)</i>
Personal and Professional Development VI <i>Perkembangan Personal dan Profesional VI</i> (FFFQ6661)	Demonstrate strategic leadership within the healthcare team by anticipating clinical needs, coordinating roles, and guiding collective actions to ensure safe and effective patient management. (A5, PLO8; Sustainability Competency: Strategic Thinking) <i>Mempamerkan kepimpinan berasaskan pemikiran strategik dalam pasukan dengan menjangka keperluan klinikal, menyelaraskan peranan ahli pasukan dan memimpin tindakan bersama bagi memastikan pengendalian pesakit yang selamat dan berkesan. (A5, HPP8; Kompetensi Kelestarian: Pemikiran Strategik)</i>

Personal and Professional Development VII <i>Perkembangan Personal dan Profesional VII</i> (FFFQ6671)	Apply digital skills and medical technologies safely by anticipating potential risks, ethical implications, and future impacts on patient safety and healthcare systems. (P6, PLO6; Sustainability Competency: Anticipatory Thinking) <i>Mengaplikasikan kemahiran digital dan teknologi perubatan secara selamat dengan menjangkakan risiko, implikasi etika serta kesan masa hadapan terhadap keselamatan pesakit dan sistem penjagaan kesihatan.</i> (P6, HPP6; Kompetensi Kelestarian: Pemikiran Antisipatif)
Personal and Professional Development VIII <i>Perkembangan Personal dan Profesional VIII</i> (FFFQ6681)	Critically evaluate patient progress data safely and accurately by understanding the interrelationships between clinical parameters, healthcare processes, and system- level factors influencing patient outcomes. (C6, PLO7; Sustainability Competency: Systems Thinking) <i>Menilai secara kritis data perkembangan pesakit dengan selamat dan tepat melalui pemahaman hubungan saling kait antara parameter klinikal, proses penjagaan kesihatan dan faktor sistem yang mempengaruhi hasil rawatan.</i> (C6, HPP7; Kompetensi Kelestarian: Pemikiran Sistem)

III. Module Content and Learning Components

The PPD module integrates various modes of learning to achieve its developmental objectives:

A. PPD Workshop and Experiential Learning

Attendance is **strictly compulsory** for all scheduled workshops at and experiential learning activities listed below as they are fundamental to module completion.

- **Communication Skills Workshop**

A mandatory workshop focusing on essential clinical and professional communication.

- **Medicolegal Workshop**

A mandatory workshop focusing on the critical intersection of medicine and law.

- **Workshop Scheduling and Completion Mandate**

To ensure that every student is able to fulfill the compulsory requirements concurrently throughout their study, both essential workshops (Communication Skills and Medicolegal) will be conducted **at least once per academic year**.

Students are required to attend at least one (1) Communication Skills workshop and one (1) Medicolegal workshop during their four (4) years of study.

B. Interactive Learning Module (UKMFolio)

This module utilizes the **UKMFolio** e-learning platform (ukmfolio.ukm.my), which serves as the central hub for learning materials, assignments, and assessment submissions.

- **Content**

This platform hosts videos, activities, and quizzes registered for the semester.

- **Compulsory Submission**

This module contains a compulsory end-of-semester assignment which must be submitted via UKMFolio. This submission is required to successfully pass the module.

Students are required to access the UKMFolio platform **every semester** to access the provided learning content, including viewing materials while practicing the available online quizzes.

IV. End of Semester Assessment

The module employs a multi-faceted assessment strategy designed to monitor both continuous performance and reflective learning. The two components of assessment include **PPD Assessment digital assessment form** to be completed by assessors and a compulsory end-of-semester video assignment to be completed by the students.

A. Continuous Assessment (Google Form_PPD Assessment)

This assessment is a continuous feedback mechanism collected throughout the program:

- **Assessment Process:** Assessments are conducted by UKM Lecturers or Ministry of Health (MOH) Trainers (assessors) at the end of each semester.
- **Mechanism:** The link for the PPD assessment form will be distributed to the Program Coordinators starting from the **fifth month of the semester** (i.e, October 1st @ April 1st).
- **Quality Control:** The mentor/Program Coordinators are responsible for reviewing and highlighting any concerns regarding the PPD marks or assessment.
- **Submission:** Students are required to upload a copy of every completed assessment form to the UKMFolio.

B. End-of-Semester Video Assignment

Students enrolled in the new curriculum (June 2024 onwards) must complete a compulsory end-of-semester video assignment.

- **Task:** Students are required to create a 1-2 minutes video reflecting on a clinical scenario provided in the assignment (found in UKMFolio).
- **Submission:** The student must save the video on a public platform (YouTube or TikTok channel) and upload the link as their end-of-semester assignment submission to UKMFolio.
- **Timing and Submission:** Completion of this assignment is required for the supervisor's assessment as the video rating criteria are integrated into the digital assessment form.
- **Review:** This video will be reviewed by assessors (Lecturer/MOH Trainers) during the end-of-semester assessment.

V. Grading for PPD Module Assessment

The PPD module is a stand-alone module and the assessment for the module is graded as **Pass/Fail/In Progress (L/K/SM)** for all students.

The assessment is not graded as 'Fail' due to a 'Fail' result in the professional examination. Students who fail the PPD module are required to re-enroll in the subsequent semester in addition to their required courses for that semester.

The grading criteria are as follows:

Grade	Passing Criteria
Pass (L)	i. Achieves an overall mark of >15 out of 30 across the continuous evaluation and video reflection. ii. Successfully submits the verified assessment form and video link to UKMFolio within the published deadline.
Fail (K)	i. Total score of <15 out of 30. ii. Non-submission or late submission of the assessment form / reflective video on UKMFolio for the respective semester. iii. Severe breach of professional conduct or unexcused absence from mandatory workshops.
In Progress (SM)	i. Students who failed to advance to the next academic year due to poor academic performance.

VI. Management of Module Failure Due to PPD Components Assessment or Disciplinary Issues

- Students who fail the module on grounds related to disciplinary issues shall be subject to formal corrective measures as per university's regulation.
- This shall involve but not restricted to the issuance of a warning letter from the department with a maximum limit of two (2) warnings. Each warning letter must be accompanied by a defined remedial action plan which is to be implemented strictly according to the specific requirements and rules of the respective department/program.
- Any serious disciplinary issues relating to academic misconduct should be escalated to the Dean/Deputy Dean for further action.

VII. Summary and Program Oversight

- The overall success of the PPD Module relies on student's commitment to the mandatory contact sessions, timely completion of the UKMFolio content, and demonstrable professional growth documented through the continuous assessment process and the reflective video assignment.
- All program summaries are shared with the Program Coordinator prior to monitoring meetings to ensure consistent quality and oversight across all Clinical Master program.

VIII. Effective Dates & Formal Approvals

- Senate Approval (CLO & Course Title Revisions): Approved by the 522nd Senate Meeting on 27 August 2025.
- Faculty Approval (MQA Sustainability Mapping & SDGs): Approved at the 412th Faculty of Medicine Meeting on 8 April 2026.
- Academic Committee Approval: Reviewed at the 309th Meeting of the Academic Planning and Development Committee (JPPA) on 4 February 2026.

Prepared by:

Associate Prof. Dr. Rabani binti Remli
PPD Course Coordinator

Mrs. Rosmiza binti Musa
Assistant Registrar

Date: 26 June 2026

Checked and verified by:

Prof. Datin Dr. Norlinah binti Mohamed Ibrahim
Deputy Dean (Postgraduate Studies)

Date: 23 July 2026