



Medical Imaging Clinical Practice 4

RADY 4034 Study Period 3 - 2020

Internal - City East Campus

Introduction

Welcome

Welcome to **Medical Imaging Clinical Practice 4**, which is your next clinical course for your fourth-year of study. This course is nine weeks in duration, which includes **eight weeks of Clinical Experience** and a **Pre-Clinical Week**.

During this course you will continue to perform examinations and procedures that you have already had some experience in, as well as challenge yourself with new or more complex examinations and procedures. Further, you will have the opportunity to experience being part of the Medical Imaging team. You are encouraged, with your Supervisor's and/or Mentor's agreement, to extend your clinical experience to more complex examinations or patient presentations.

Remember you are required to be suitably dressed in your clinical uniform, as per University of South Australia policy, as well as wear your name badge and current 'Luxel' personal radiation monitor at all times on placement. For this course you will also be expected to accomplish a number of assessment tasks which are introduced in the assessment section of this **Course Outline**, as well as under the relevant **Assessment Tabs** on the **RADY4034 website**.

Please note, while on placement it is important to continue obtaining signatures for examinations where your contribution is greater than 70%. Take every opportunity to complete competencies in your current location as these examinations may not be available at your next clinical site.

If you have any concerns while on clinical placement please contact me as your Course Coordinator:
Nadine.Ellis@unisa.edu.au (BJ1-31) office: (08) 830 22877.

Enjoy your clinical experience.

Enterprise 25

In 2018 the University launched its strategic plan Enterprise 25 (E25). Central to E25 is a commitment to orientating ourselves around our academic programs to ensure the quality of their delivery and the student experience. To meet this objective the institution is undergoing an academic transformation of Divisions and Schools to Academic Units. This transformation will occur on the 6th April 2020. Additional information regarding E25 is available at <https://www.unisa.edu.au/About-UniSA/strategic-action-plan/>

Course Teaching Staff

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* Please refer to your Course homepage for the most up to date list of course teaching staff.

School Contact Details

School of Health Sciences

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Course Overview

Prerequisite(s)

RADY 4033 Medical Imaging Clinical Practice 3

Corequisite(s)

There are no corequisite courses to be completed in conjunction with this course.

Course Objectives

On completion of this course, students should be able to:

CO1. Demonstrate an advanced student knowledge of scope of clinical skills and practice underpinning Medical Imaging including principles, clinical application, procedures, participation with other health care members, information management, confidentiality, scope of practice and role within team.

CO2. Use reflection to assess issues relating to critical incidents involving clinical assessment with recommendations for future corrective actions

CO3. Identify a problem in the workplace and suggest ways to implement a solution with consideration for existing protocols and evidence in the literature.

CO4. Act ethically and responsibly in clinical practice

CO5. Operate effectively as a responsible practitioner to demonstrate an advanced student knowledge of radiographic practice, projections, equipment, for a broad range of examinations and perform radiographic examinations across any level of difficulty.

CO6. Fulfil duty of care and communicate and act with respect to individuals, carers, and colleagues in clinical practice at an advanced student level

CO7. Prepare for a job application for a global or local position

Upon completion of this course, students will have achieved the following combination of Graduate Qualities and Course Objectives:

| | | Graduate Qualities being assessed through the course | | | | | | |
|-----|-----|--|-----|-----|-----|-----|-----|--|
| | GQ1 | GQ2 | GQ3 | GQ4 | GQ5 | GQ6 | GQ7 | |
| CO1 | • | | | | | | | |
| CO2 | • | • | | | | | | |
| CO3 | • | | • | | | | | |
| CO4 | • | | | | • | | | |
| CO5 | • | | | • | | | | |
| CO6 | • | | | | • | • | | |
| CO7 | • | | | | | • | • | |

Graduate Qualities

A graduate of UniSA:

GQ1. operates effectively with and upon a body of knowledge of sufficient depth to begin professional practice

GQ2. is prepared for life-long learning in pursuit of personal development and excellence in professional practice

GQ3. is an effective problem solver, capable of applying logical, critical, and creative thinking to a range of problems

GQ4. can work both autonomously and collaboratively as a professional

GQ5. is committed to ethical action and social responsibility as a professional and citizen

GQ6. communicates effectively in professional practice and as a member of the community

GQ7. demonstrates international perspectives as a professional and as a citizen

Course Content

Clinical skills development to a level of thorough knowledge and understanding of the technical skills; patient care and communication; safety; professional behaviour; team work; self motivation; legal and ethical issues; scope of practice; self reflection; clinical reasoning; preparation of recruitment and job selection procedures.

Teaching and Learning Arrangements

| | |
|----------|------------|
| Clinical | 300 hours |
| Workshop | 22.5 hours |

Unit Value

9 units

Placement Information

Please see the Clinical Placement Site if further information is required.

Further Course Information

It is an expectation of the clinical sites and the university that students follow safe practices whilst completing this clinical experience and students who breach Safe Practice and Duty of Care and/or Professional and Ethical Conduct will be excluded from completing their placement.

Safe Practice and Duty of Care:

The student must demonstrate safe practice in the clinical setting. Safe student practice includes, but is not limited to, at all times demonstrating:

- An awareness of manual handling principles in patient and staff safety
- The safe application of all equipment
- Responsibility for patient and personal safety
- Behaviours that do not put other persons in the workplace at any risk
- Appropriate infection control practices
- Application of the ALARA principle

Professional and Ethical Conduct:

The student must behave in a professional and ethical manner, according to sections 2 to 7, and Appendix A, of the Medical Radiation Practitioners Board of Australia Code of Conduct for Medical Radiation Practitioners (March 2014), as well as the University of South Australia Clinical Policies, throughout the clinical placement. Professional and ethical student conduct includes, but is not limited to, at all times:

- Clearly wearing the student identification badge
- Wearing a current 'Luxel' in accordance with the Medical Radiation 'Luxel' policy
- Being punctual in accordance with the Medical Radiation attendance policy
- Maintaining confidentiality of staff, clinical site and patient information
- Maintaining personal hygiene and dress as stated in the Medical Radiation 'Uniform' policy
- Behaving in a professional manner to colleagues, supervisors, patients and their families

If a student is deemed unsafe or unprofessional at any time during clinical placement, he/she may be removed from the clinical placement, subject to a review to assess her/his suitability to participate in the Medical Imaging Clinical Practice 4 course, as per the 'Assessment Policies and Procedures Manual, 2018'. Please refer to Section 4, 'Practicum, Field and Clinical Placements', found at: <http://www.unisa.edu.au/policies/manual/default.asp>

Learning Resources

Textbook(s)

There are no textbooks listed for this course.

Materials to be accessed online

learnonline course site

All course related materials can be accessed through your learn**online** course site which you will be able to access from the my Courses section in myUniSA.

myUniSA

All study related materials can be accessed through: <https://my.unisa.edu.au>

Assessment

Assessment Details

Details of assessment submission and return are listed under each assessment task. Assessment tasks will be returned to you within two to three weeks of submission.

Cover sheets

A cover sheet is not required for assessment tasks submitted via learnonline, as the system automatically generates one.

If the Course Coordinator allows submissions in hard copy format, you will be required to attach an Assignment Cover Sheet which is available on the learnonline student help (<https://lo.unisa.edu.au/mod/book/view.php?id=1843&chapterid=567>) and in myUniSA.

Assessment Summary

| # | Form of assessment | Length | Duration | Weighting | Due date (Adelaide Time) | Submit via | Objectives being assessed |
|---|---------------------|------------|----------|-----------|--|--|------------------------------|
| 1 | Assignment | 2500 words | - | 50% | 15 May 2020, 5:00 PM | learnonline | CO3 |
| 2 | Portfolio | 1000 words | - | 20% | See <i>assessment activities for details</i> | See <i>assessment activities for details</i> | CO2, CO3 |
| 3 | Clinical assessment | - | - | 30% | 29 Jun 2020, 11:55 PM | submitted by Clinical Supervisor | CO1, CO2, CO4, CO5, CO6, CO7 |

Feedback proformas

The feedback proforma is available on your learnonline course site. It can be accessed via the Feedback Form link in the Course Essentials block.

Assessments

Position Application Package (Graded)

Job application in response to a position advertisement

Task

For this assessment the student will be expected to produce a Cover Letter, a Curriculum Vitae (CV) or Resume, and a response to an advertisement 'Job and Person Specification' criteria for a position as a Medical Imaging Professional (for example the 'Essential and Desirable Criteria'). The advertisement, and the Job and Person Specification criteria can be accessed from the *learnonline* site for this course.

N.B. For this task there is no specified word limit. The limit is expressed in terms of pages as follows:

- The Cover Letter is limited to one page.
- The CV/Resume is to be no more than two pages in length.
- Addressing the criteria of the Job and Person Specification is limited to two pages
- The overall application package should not exceed 5 pages in total.

Important notes

- **Assignment layout:**

The student does not need to adhere to the university recommended assignment layout for this assessment. You are encouraged to use the layout that you intend to use for your application for positions in the future.

- **Referees**

Please note, that for this assessment the student is not required to include names of appropriate referees as part of the CV/Resume. However, it is highly recommended that the student begins to consider appropriate referees for future position applications who could comment on recent clinical performance. It is important to take into account the commitment that this requires of a referee and that not all individuals are able or want to fulfill this role. Talk to any potential referees about your goals and the position requirements before you include them in any real world applications.

It is highly unprofessional to provide an individual's details as a referee without seeking permission from that person each time a position application is submitted.

- The consequences of not seeking permission include the risk that the individual will (a) inform the employer that he/she was unaware that her/his name was stated as a referee and (b) not be able to comment on the abilities of the applicant in the position as he/she may not be of the opinion that the applicant has the skills and/or experience to perform the requirements of the position.
- Each student is required to submit his/her assignment via *learnonline* by the due date. Feedback on this assessment will be provided on the Feedback form, a copy of which is included on your *learnonline* page.

Due to the nature of this assignment no extensions are available.

Clinical Portfolio (Graded)

Assessment Activities

| Name | Sub-weighting | Due date (Adelaide Time) | Submit via |
|------------------------------|---------------|--------------------------|--|
| Online Reflective Discussion | 99% | 12 Jun 2020, 5:00 PM | learnonline, Reflective Discussion Forum online |
| Clinical Workbook | 1% | 29 Jun 2020, 4:00 PM | In person, Submitted via the assignment box adjacent to the C8 School Office |

There will be two requirements for this assessment:

1. Online Reflective Discussion element
2. Clinical Workbook

Each component of the portfolio must be attempted to obtain a pass mark for this course.

The online reflective discussion element will be the graded component of this portfolio.

1. Online reflective discussion element

The objective is to use reflection to analyse and demonstrate learning from critical incidents involving clinical assessment, and to learn to make recommendations for future corrective actions.

This activity will be completed in pairs.

- Each member of the pair will relate an incident in which they were involved where there was an issue with the clinical assessment of the patient.
- You will each need to critically analyse and reflect on your own experience and offer suggestions on how you might improve this situation next time. Your partner will consider your responses and offer further evidence-based solutions for your incident.
- Following both discussions (yours, and your partner's), you will explain what you will take forward into your future practice, based on both experiences discussed.
- All correspondence and discussion will occur within the designated discussion board.

Guidance

- **This incident does not have to be from your current clinical placement experience.**
- An incident in this context is defined as an event where an issue occurred that related to your clinical assessment of that particular patient. Choose one where you gained new insights through resolving or assisting in the resolving of the situation.
- It is highly recommended that, when writing for web-based Discussion Forums, you prepare and proof text in a word processor, and then copy and paste to the Reflective Discussion Forum. This allows preparation off-line, and protects against lost text.

IMPORTANT NOTES:

- **You must report your incident without naming institutions, patients, peers, supervisors or mentors.**
- Failure to do this will result in removal of your posting from the discussion board and will result in a fail for this assessment.
- If you are unsure how to report your incident without naming the places or people mentioned think of using terms such as 'Host Placement', 'Colleague', 'Senior Colleague' or fellow student instead of names.
- If you are unsure on any aspect relating to this Reflective Discussion assessment or the expectations relating to the on-line discussion please ask me as the Course Coordinator.

The maximum word count for this assessment component 1600 words. This includes your posting, your comments on your partner's posting and the overall comments relating to what you are taking forward into practice.

- The Reflective Discussion Forum will be open from the start of this course and will close promptly once the due date has passed.

- The Marking Criteria for this element of assessment is available on your **learnonline** page

2. Clinical Workbook

Attendance is to be recorded in the Clinical Workbook. There are 44 clinical days for this placement block.

Students are required to have completed a minimum of 43 competencies to pass this course.

In order to qualify to pass Medical imaging Clinical Practice 4 students must meet all requirements of the Clinical Workbook.

Clinical Supervisor Report (Graded)

The clinical report comprises both a formative and a summative component.

Formative Report Instructions

The student may request a formative report at any stage during the clinical block as a way of obtaining feedback about clinical progress.

Should the student complete the 9 weeks at one clinical site they are to request a formative clinical report from their clinical supervisor at approximately week 4/5. The Formative report is used as an indicator of progress highlighting strengths and weaknesses. This formative report does not contribute to the final grade, and should assist the student in gaining a realistic overview of performance, with a view to enhancing final learning and practice outcomes.

Please note this will only be completed if the student is remaining at the one clinical site for the whole of the clinical course. If the student is changing clinical sites they are encouraged to discuss their progress with their clinical supervisor approximately halfway through their placement but a full formative report is not required.

The Summative report component is completed at the end of the placement. It is compulsory to gain a minimum of 50% in this assessment component to achieve a pass in this course. If the student is attending two clinical sites they are required to have two summative reports completed for that clinical course. One summative clinical report is completed for each clinical site at the end of the placement. Both clinical reports will contribute to the mark for this assessment component of the course.

Summative Report Instructions

The Summative Clinical Report is based on the student's performance during the whole course. It is to be completed at the end of the placement. The Summative Clinical Report should be completed by the Clinical Supervisor in collaboration with the mentors involved with the student during their placements, and then the completed Summative Reports emailed directly to the Course Coordinator. Feedback will be forwarded to the student from the Course Coordinator.

Student's Responsibilities

- A satisfactory grade in the 'Safe Practice and Duty of Care' and 'Professional and Ethical Conduct' sections is required to pass Medical Imaging Clinical Practice 4.

Safe Practice and Duty of Care

- **The student has demonstrated safe practice and suitable duty of care to the patient, fellow staff and themselves in the clinical setting. This includes, but is not limited to, appropriate personal and patient safety, safe application of radiographic equipment, safe use of radiation, safe application of manual handling, and effective infection control practices.**

Professional and Ethical Practice

- **The student must behave in a professional and ethical manner according to the Medical Radiation Practice Board of Australia Code of Conduct as well as the University Clinical Policies throughout the clinical placement. This includes, but is not limited to, punctuality, correct attire incorporating a name badge and 'Luxel' and maintaining strict patient confidentiality at all times.**

Submission and return of assessment tasks

See above under Assessment details.

Exam Arrangements

This course does not have an exam.

Variations to exam arrangements

Variation to exam arrangements does not apply to this course.

Supplementary Assessment

Supplementary assessment or examination has not been approved for this course.

Important information about all assessment

All students must adhere to the University of South Australia's policies about assessment: <http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/>.

Additional assessment requirements

Students must meet all requirements of the clinical placements, participate in all pre-clinical workshops and pass the clinical report in order to pass this course.

Students with disabilities or medical conditions

Students with disabilities or medical conditions or students who are carers of a person with a disability may be entitled to a variation or modification to standard assessment arrangements. See Section 7 of the Assessment Policy and Procedures Manual (APPM) at: <http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/>

Students who require variations or modifications to standard assessment arrangements should make contact with their Course Coordinator as early as possible in order to ensure that appropriate supports can be implemented or arranged in a timely manner.

Students can register for an Access Plan with UniSA Access & Inclusion Service. It is important to make contact early to ensure that appropriate support can be implemented or arranged in a timely manner. See the Access and Inclusion for more information: <https://i.unisa.edu.au/students/student-support-services/access-inclusion/>

Students are advised there is a deadline to finalise Access Plan arrangements for examinations. Further information is available at: http://i.unisa.edu.au/campus-central/Exams_R/Before-the-Exam/Alternative-exam-arrangements/

Deferred Assessment or Examination

Deferred assessment or examination is not available for this course. APPM 7.6.5

Special Consideration

Special consideration is available for this course. Note: Special consideration cannot be granted for a deferred assessment or examination, or a supplementary assessment or examination. APPM 7.7.6

Variations to assessment tasks

Variation to assessment methods, tasks and timelines may be provided in:

Unexpected or exceptional circumstances, for example bereavement, unexpected illness (details of unexpected or exceptional circumstances for which variation may be considered are discussed in clauses 7.8 - 7.10 of the Assessment Policy and Procedures Manual). Variation to assessment in unexpected or exceptional circumstances should be discussed with your course coordinator as soon as possible.

Special circumstances, for example religious observance grounds, or community services (details of special circumstances for which variation can be considered are discussed in clause 7.11 of the Assessment Policy and Procedures Manual). Variations to assessment in expected circumstances must be requested within the first two weeks of the course (or equivalent for accelerated or intensive teaching).

Students with disabilities or medical conditions please refer to **Students with disabilities or medical conditions**.

Academic Integrity

Academic integrity is the foundation of university life and is fundamental to the reputation of UniSA and its staff and students. Academic integrity means a commitment by all staff and students to act with honesty, trustworthiness, fairness, respect and responsibility in all academic work.

An important part of practising integrity in academic work is showing respect for other people's ideas, and being honest about how they have contributed to your work. This means taking care not to represent the work of others as your own. Using another person's work without proper acknowledgement is considered Academic Misconduct, and the University takes this very seriously.

The University of South Australia expects students to demonstrate the highest standards of academic integrity so that its degrees are earned honestly and are trusted and valued by its students and their employers. To ensure this happens, the University has policies and procedures in place to promote academic integrity and manage academic misconduct. For example, work submitted electronically by students for assessment will be examined for copied and un-referenced text using the text comparison software Turnitin <http://www.turnitin.com>.

More information about academic integrity and what constitutes academic misconduct can be found in Section 9 of the Assessment Policies and Procedures Manual (APPM): <http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/>. The Academic Integrity Module explains in more detail how students can work with integrity at the University: <https://lo.unisa.edu.au/mod/book/view.php?id=252142>

Further Assessment Information

Important information relating to assessment components:

Clinical requirements

Attendance is to be recorded and signed daily by the student in the Clinical Workbook. *Each day is to be signed on that day by a mentor who is able to verify that the student is present for the specified times.* The attendance sheet should be signed weekly by the student's Supervisor or delegate. There are 44 days for this clinical placement block.

A satisfactory grade in both of the summative components of Safe Practice and Duty of Care and Professional and Ethical Conduct is required to pass this course.

Students are required to achieve a minimum of 43 competencies to pass this course.

In order to qualify to pass Medical Imaging Clinical Practice 4, students must meet all requirements of clinical attendance and pass the Summative Clinical Report.

General assessment information

All assignments submitted in hard copy must use the Assignment cover sheet (available from myUniSA).

If assignments are being handed in using the assignment boxes, located at the School office, they will be emptied each business day at 3.30pm. If an assignment is handed in after this time, it will not be date stamped until the next day.

If submitting electronically please DO NOT USE an Assignment cover sheet.

Within submitted work you must not mention patient names, clinical sites, peers or other clinician by name or in a manner that may lead to them being identified. This also applies to your appendices. Failure to comply with this will result in a fail grade for the assessment as a minimum penalty.

Assignment Layout

Unless otherwise specified, all assignments are to use the following layout – 1.5 spacing, 12 size font, 2.5cms margins all round. Assignments not meeting these criteria will lose 10%.

If a word count is identified the word count will include all in-text referencing, but not the reference lists. There is no 10% rule. Students will be penalised by staff not marking the “additional” words.

Referencing style

The School of Health Sciences uses the Harvard Author Date for all referencing by staff and students.
<https://www.library.unisa.edu.au/referencing-roadmap/>

Assessment extensions

Extensions may be granted for a negotiable number of days at the discretion of the course coordinator.

When requesting an extension, written evidence should be provided for medical or compassionate grounds with the 'Request for Extension' form available from the 'learnonline' home page for this course. The approved extension form and supporting documentation must be attached to the assignment when submitting on the agreed extended date, either in hard copy or electronically.

Action from previous evaluations

A Course Experience Questionnaire will be made available to you. The completion of these surveys is not compulsory, however, feedback provided will be utilised to improve the course and its delivery. You are strongly encouraged to complete the online questionnaire.

Based on previous student feedback the online discussion component has been changed slightly to facilitate the discussion process.

Course Calendar

Study Period 3 - 2020

| Weeks | Topic | Assessment Details (Adelaide Time) | Public Holidays |
|--------------------|--|--|--|
| 30 March - 5 April | CP3 | | |
| 06 - 12 April | CP3 | | Good Friday 10 April - Easter Saturday 11 April |
| 13 - 19 April | Compulsory Pre-Clinical CP4 Workshop Week: see Timetable on website | | Easter Monday 13 April |
| 20 - 26 April | Mid-Break | | Anzac Day 25 April |
| 27 April - 3 May | Mid-Break | | |
| 1 04 - 10 May | First Clinical Week | | |
| 2 11 - 17 May | | Position Application Package due 15 May 2020, 5:00 PM | |
| 3 18 - 24 May | | | |
| 4 25 - 31 May | Mid-placement Formative Reports, or First-Block Summative Reports | | |
| 5 01 - 7 June | | | |
| 6 08 - 14 June | | Clinical Portfolio: Online Reflective Discussion due 12 Jun 2020, 5:00 PM | Queen's Birthday Monday 8 June |
| 7 15 - 21 June | | | |
| 8 22 - 28 June | Final Week CP4: Check all your Workbooks for signatures etc ready to return to UniSA - Workbooks due: C8 Office Monday 29 June 4:00pm; (Clinical Supervisor's Summative Report due: Monday 29 June 11:55pm) | | |