



## Nuclear Medicine Clinical Practice 3

RADY 4039 Study Period 2 - 2021

Internal - City East Campus

## Introduction

### Welcome

Welcome to the final year of the Bachelor of Medical Radiation Science (Nuclear Medicine). Clinical Practice 3 is the first of four clinical courses you will complete this year. I hope you are all eager to commence your final year and put into practice all the knowledge and skills you now possess.

This course involves an online Pre-Clinical Workshop followed by six weeks of Clinical Practice, where you will be attending your clinical placement five days a week. At this stage of your program you should be applying the knowledge gained in your University courses along with the experience and skills you have acquired in previous clinical courses. Showcase your talents and consider these placements a job interview - in the very near future you will be applying for jobs, possibly even in the Nuclear Medicine department where you are currently completing your clinical placement.

**Please read this course information booklet carefully. It has vital information regarding assessments and you will need to refer to it regularly to ensure you understand what is required of you during your time in the clinical environment.**

If you have a query regarding any aspect of this clinical course including assessments, please make a post on the discussion forum before contacting me directly. If the query is of a personal nature then contact me directly. I can be contacted via email or telephone. I will utilise the discussion forum as the primary way of sending you information, so please ensure you check it regularly. Please note I do not work Wednesday or Friday and will not check email on these days or weekends so responses may not always be immediate.

For any issues regarding clinical placements (including interstate) but not related to assessments, please contact Campus Central in the first instance: [campuscentral.cityeast@unisa.edu.au](mailto:campuscentral.cityeast@unisa.edu.au) or (08) 8302 2466 and then, if instructed to do so, the Clinical Placement Unit: [CPUoffice@unisa.edu.au](mailto:CPUoffice@unisa.edu.au) or (08) 8302 2214

I look forward to communicating with you throughout your clinical placement through the learnonline forum. Please use this forum as a way to share your clinical experiences and keep in touch with your peers.

I wish you luck and hope you enjoy your time in clinical practice.

**Katherine Guerrero**

Course Coordinator

BJ1-31

(08) 8302 2591

## Academic Work Definitions

**Internal mode** includes face to face/in person components such as lectures, tutorials, practicals, workshops or seminars that may be offered at a University campus or delivered at another location. Courses delivered in internal mode may also be offered intensively allowing them to be completed in a shorter period of time. There is an expectation that students will be physically present for the delivery of face to face/in person teaching and learning activities.

### Workshop

#### Student information

A workshop is a structured activity, delivered either in person or online in a virtual classroom in which the student is required to actively contribute. Your instructor will facilitate guided activities that relate to course content previously covered in a lecture and/or seminar and/or tutorial.

All students are expected to be familiar with relevant lecture seminar and/or tutorial content prior to a workshop in preparation for undertaking the activities in the workshop.

### Online facilitation

#### Student information

Online courses generally require students to independently read, view and/or work through all required materials, including pre-recorded presentations that have been produced and provided to facilitate this form of learning.

Independent online learning is supported by Online Facilitators who supplement online teaching resources by facilitating, monitoring and moderating online forums; answering student queries via virtual office hours or help desks, online dialogue and/or phone conversations, providing formative feedback on your work or explaining comments and marking of your prior work.

Students are expected to be familiar with all relevant course content, including materials provided and assessments, and engage appropriately with facilitators within the timeframes provided.

## Course Teaching Staff

Primary Coordinator:	Mrs Katherine Guerrero
Location:	UniSA Allied Health & Human Performance BJ1-31
Telephone:	+61 8 8302 2591
Email:	Katherine.Guerrero@unisa.edu.au
Staff Home Page:	people.unisa.edu.au/Katherine.Guerrero

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

## Contact Details

## Additional Contact Details

### **CAMPUS CENTRAL**

All initial inquires should be made through Campus Central.

Email: [campuscentral.cityeast@unisa.edu.au](mailto:campuscentral.cityeast@unisa.edu.au)

Website: <http://w3.unisa.edu.au/campuscentral/default.asp>

### **CLINICAL PLACEMENT UNIT**

#### **Site address**

Clinical Placement Unit  
City East Campus, Bonython Jubilee  
Level 2, Room 03 (BJ2-03)

#### **Mailing address**

Clinical Placement Unit, Division of Health Sciences, University of South Australia  
GPO Box 2471  
ADELAIDE

South Australia, 5001

Australia

Email: [CPUOffice@unisa.edu.au](mailto:CPUOffice@unisa.edu.au)

# Course Overview

## Prerequisite(s)

RADY 3024 Nuclear Medicine Studies 4  
RADY 4023 Specialised Medical Radiation  
RADY 3032 CT and PET Imaging  
RADY 3038 Nuclear Medicine Clinical Practice 2

## Corequisite(s)

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

## Course Aim

To enable the student to apply and integrate the knowledge and skills gained in the academic program to the Nuclear Medicine clinical environment at a higher-intermediate level.

## Course Objectives

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

CO1. Demonstrate an understanding of the issues pertaining to workplace management including team work, the development of resources, cost efficiency, trends in current practice and the modification of work practices

CO2. Demonstrate a knowledge of quality control principles relating to routine Nuclear Medicine practice

CO3. Demonstrate the use of appropriate patient care including effective and apt communication with the patient, critical evaluation and recognition of appropriate referral of Nuclear Medicine procedures, monitoring of the patient's medical condition and the identification and assessment of the psychological and physical needs of the patient

CO4. Demonstrate and describe the routine techniques (adult and paediatric) used in Nuclear Medicine including the preparation and administration of radiopharmaceuticals and the acquisition, analysis and archiving of data

CO5. Discuss the role of the Nuclear Medicine scientist in providing a safe radiation environment including the adherence to local radiation safety and protection guidelines, the ability to access radiation safety (national and international), and relevant occupational health and workplace safety, legislation and safety in the workplace for staff and patients in areas such as patient transfers and infection control

CO6. Demonstrate the use of appropriate professional behaviour associated with the Nuclear Medicine profession including continuing education and professional development, adherence to a professional code of ethics and non-discriminatory work practices

CO7. Promote the Nuclear Medicine profession to medical and other health professionals, patients, their families and the community

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 (higher-intermediate level) building on technical skills gained in previous clinical courses including patient care and communication, safety, professional behaviour, team working, self motivation, self directed learning and clinical reasoning, development of resources and current practices and continuing education and professional development and nuclear medicine promotion.

## Teaching and Learning Arrangements

Workshop	22.5 hours
Clinical	337.5 hours

## Unit Value

9 units

## Placement Information

### 1. CLINICAL ATTENDANCE

It is a compulsory component of this course that you attend the required number of clinical days as detailed in the assessment criteria according to the Clinical Placement Attendance policy (see further assessment information and for more details). Students are expected to be punctual at all times and are not to leave early unless directed to do so by the Clinical Supervisor (or delegated mentor). Quiet times without patients are an ideal time for students to familiarise themselves with, for example, protocols, equipment and image review as well as restock consumables, attend to scanning rooms, be involved in the disposal of radiation waste, practise image processing, listen to doctors reporting, review journals and performing quality control on equipment. PERSONAL APPOINTMENTS ARE TO BE MADE OUTSIDE OF CLINICAL PLACEMENT HOURS.

### 2. CLINICAL PLACEMENT POLICIES AND PROCEDURES

It is the student's responsibility to be aware of, and adhere to all clinical policies. Refusal to do so may be considered a breach of professional behaviour and, hence, academic misconduct. The link for these policies can be accessed via: <https://i.unisa.edu.au/students/health/cpu/forms/> Students are also expected to read the 'Division of Health Sciences - Clinical Placement Policy' and 'Information for students in programs requiring clinical placement' accessible via: [https://i.unisa.edu.au/siteassets/students/health/documents/cpu/clinical\\_placement\\_policy.pdf](https://i.unisa.edu.au/siteassets/students/health/documents/cpu/clinical_placement_policy.pdf)

### 3. CONDITIONAL EVIDENCE AND PASSPORT TO PLACEMENT

Conditional Evidence: All students are to complete the 'Student Checklist - School of Health Sciences' and place original documents in their Passport to Placement (PTP) folder. Conditional evidence documents are required to be presented to venue staff on the first day of orientation and are required to be current for the full duration of clinical placement. Students can view submitted evidence in the my Current Studies/myPlacement section of their student portal.

A copy of the 'Student Checklist - School of Health Sciences' is available through the Clinical Placement Unit (CPU) website: [https://i.unisa.edu.au/siteassets/students/health/documents/cpu/passport/healthsciences\\_clinical\\_unisa\\_passporttoplacement\\_checklist\\_2019.pdf](https://i.unisa.edu.au/siteassets/students/health/documents/cpu/passport/healthsciences_clinical_unisa_passporttoplacement_checklist_2019.pdf)

### 4. RURAL/REGIONAL OR INTERSTATE CLINICAL PLACEMENT

As of 2016, the Australian Health Practitioner Regulation Agency has introduced a registration requirement that all students must complete a rural/regional placement experience at some time during their program. Interstate placement opportunities also exist and at times students will be allocated to an interstate placement site where local allocations are exhausted.

#### 5. VARIATION TO CLINICAL PLACEMENT

Changes to the clinical roster will only be made for extenuating circumstances. A formal request must be submitted to the Clinical Placement Unit, School of Health Sciences, prior to the commencement of the Clinical Course for consideration. The request for variation to clinical placement form can be found via: <https://i.unisa.edu.au/students/health/cpu/forms/>

#### 6. PRE-CLINICAL INFORMATION

All important clinical information will be discussed at a pre-clinical meeting organised by the Course Coordinator. It is essential that you attend this session as this will be your opportunity to ask questions about any aspect of clinical practice.

#### 7. SAFE PRACTICE AND DUTY OF CARE AND PROFESSIONAL AND ETHICAL CONDUCT

'Safe Practice and Duty of Care' and 'Professional and Ethical Conduct' are essential components of clinical practice.

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

Safe Practice and Duty of Care:

The student must demonstrate 'Safe Practice and Duty of Care' in the clinical setting.

'Safe Practice and Duty of Care' will be demonstrated by the student who:

- \* demonstrates awareness of manual handling principles in patient and staff safety
- \* demonstrates the safe application of all equipment
- \* is responsible for patient and personal safety
- \* does not put other persons in the workplace at any risk
- \* demonstrates an awareness of infection control practices
- \* demonstrates knowledge of the ALARA principle

Professional and Ethical Conduct:

The student must behave in a 'Professional and Ethical' manner, according to the Medical Radiation Practice Board of Australia (MRPBA) Code of Conduct as well as the University of South Australia Clinical Policies, throughout the clinical placement.

'Professional and Ethical Conduct' is demonstrated by the student who:

- \* clearly wears the student identification badge at all times
- \* wears a current Luxel at all times in accordance with the Bachelor of Medical Radiation Science 'Luxel' policy
- \* is punctual at all times in accordance with the Bachelor of Medical Radiation Science 'Clinical Attendance' policy
- \* maintains confidentiality of staff and patient information at all times
- \* maintains personal hygiene and dress as stated in the Medical Radiation 'Uniform' policy
- \* behaves in a professional manner to colleagues, supervisors, patients and their families at all times

If a student is deemed unsafe or unprofessional at any time during clinical practice, he/she may be removed from the clinical placement, subject to a review to assess their suitability to participate in the Clinical Practice course as per the 'Assessment Policies and Procedures Manual, 2021 (please refer to Section 4, 'Practice-based learning', found at <https://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/>)

#### 8. CLINICAL CONFIDENTIALITY

The student must hold in strictest confidence any information gained from any source concerning patients and/or staff members. The student must not identify a patient, peer, clinician/staff member, or clinical site in any way, in any teaching strategy i.e. oral presentation, assignment, case report, clinical record or online discussion. All information taken from the placement must not have patient identification details present. It is unacceptable to cover the patient details with any kind of marker (i.e. tipex, texta, white out). Doctors' reports or request forms must not be reproduced, but in instances where this information is required for an assessment, this information may be summarised. At no time should a student refer to a particular clinical site where case material has been sourced or even the date an examination was performed. Take care when describing clinical protocols used, as even these can be site specific and thus traceable to a clinical placement location.

Instances where clinical confidentiality has not been observed will be penalised with a '0' mark for that

assessment and may result in a fail grade for this course. Please refer to the learnonline page for further information regarding specific clinical confidentiality policies.

## OHS&W

Students should read the latest version of the 'School of Health Sciences Student Safety Guide' which can be accessed via The Undergraduate Medical Radiation Student Handbook:

<https://lo.unisa.edu.au/course/view.php?id=6878>

### Reporting an Incident

If you are involved in an 'incident' while on clinical placement it is your responsibility to report the incident to your Course Coordinator or Program Director, if the course coordinator is unavailable, as soon as possible after the event – i.e. the same day as a report needs to be generated within 12 hrs of the event. You are required to download and complete the Clinical Practice Incident Report form and submit it to the Course Coordinator ASAP.

You do not need to be directly involved in a situation for you to report the incident - an incident may involve injury to yourself (including a needle stick injury) or others in your care/vicinity or damage to hospital equipment. If you have injured yourself or someone else or you have damaged equipment, you should report this to your Course Coordinator so that an incident report can be filed for insurance purposes as soon as possible.

It is not your Clinical Supervisor's responsibility to notify the University on your behalf – it is your responsibility to do this. If you fail to report an incident, you may find that you will have to answer questions about the incident at a time in the future when you may have forgotten important details.

If you are unsure whether you should report an incident or not, it is always better to report than not report.

Student Incident Report (FS24) <http://i.unisa.edu.au/siteassets/staff/finance/forms/fs24.pdf>

## Further Course Information

### STUDENT PROGRESSION THROUGH THE PROGRAM

Students are to complete clinical courses in strict numerical order. Throughout the program, clinical courses are assessed on a graded basis.

### CLINICAL CONCESSION FOR HONOURS STUDENTS

A concession is made for students who are completing their Bachelor Degree 'with honours' to substitute 15 days of their clinical time in fourth year for honours-related work e.g. data collection, thesis writing. This concession is granted under the following conditions:

- Any clinical day substituted for honours-related activities must be negotiated with the clinical supervisor and the course coordinator at least 5 working days prior to the claimed day. The Honours Coordinator needs to be included in this correspondence (CC'd in the email).
- Students must state the objectives they want to achieve and may be asked to produce evidence.
- The substituted day must be recorded in the student's clinical record, and authorised by the course coordinator and the clinical supervisor.
- The 15 substitution days may be taken up to 2 days consecutively. Days greater than 2 must be negotiated with the clinical supervisor and the course coordinator.
- The 15 available substitution days do not have to be taken, and are not a replacement for sick days. Sick days will still need to be made up according to the Clinical Attendance Policy.
- Students must reach the required competency levels for courses. Honours concession days will not be granted if the course coordinator or clinical supervisor believe the student is at risk of failing to meet the minimum competency level.

### GENERAL ASSESSMENT INFORMATION

All assignments submitted in hard copy must use the Assignment cover sheet (available from myUniSA). If submitting electronically please DO NOT USE an Assignment cover sheet.

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.

#### **LATE SUBMISSION OF ASSESSMENTS**

Late submission policy will apply to all clinical assessments and documentation resulting in a deduction of 10% of the available marks per day including weekends.

#### **ASSIGNMENT LAYOUT**

All written assignments for this course are to use the following layout: 1.5 line spacing, 12 size font, 2.5cm margins all round. Please submit as a word document to Gradebook.

#### **WORD COUNT**

If a word count is identified the word count will include all in-text referencing and tables, but not the reference list. There is no 10% rule. If students exceed the word count, they 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. The guide can be accessed at: <https://lo.unisa.edu.au/mod/resource/view.php?id=306532> or via the UniSA Library site.

**Not referencing or acknowledging another person's ideas or work, including previously published material and figures, is considered plagiarism. Plagiarism is a form of academic misconduct and if the actions of a student are indicative of plagiarism, the student will be referred to the School of Health Sciences' academic integrity officer for further investigation.**



# Learning Resources

## Textbook(s)

There are no textbooks listed for this course.

## Reference(s)

Students will require continual access to the following text(s) in order to complete this course. The library has online copies of most of the books listed below, however, hard copy books are in limited numbers and therefore it is recommended to schedule loans if needed. You do not need to buy the book(s).

Christian, PE & Waterstram-Rich, K M (eds) 2012, Nuclear Medicine and PET/CT: Technology and Techniques, 7th edn, Mosby, St. Louis.

Available in hard copy- City East

or

Mettler, FA & Guiberteau, MJ 2012, Essentials of Nuclear Medicine Imaging, 6th edn, Saunders Elsevier, Philadelphia.

Available online

or

Ziessman HA, O'Malley JP, Thrall JH & Fahey FH 2014, Nuclear Medicine: The Requisites, 4th edn, Mosby, St. Louis.

Available online

Please note: students will be required to access other suitable texts in order to complete written assessments and are required to access journals, electronic materials, catalogues and databases as relevant. **Students are expected to refer to a range of reference materials in order to consolidate their knowledge of specialised procedures.**

## 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	1500 words	-	30%	21 Feb 2021, 10:00 PM	learnonline	CO6
2	Portfolio	-	-	40%	See <i>assessment activities for details</i>	See <i>assessment activities for details</i>	CO1, CO2, CO3, CO4, CO5, CO6, CO7
3	Clinical assessment	-	-	30%	15 Apr 2021, 3:00 PM	The assignment box on C8 or posted to the school address.	CO1, CO2, CO3, 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

### Written Assignment (Graded)

Goal Setting Exercise Due Date: **Group 1 - 21st Feb 2021. 10:00pm. Group 2 - 4th April 2021, 10:00pm.**

End of week 2- Set **2 goals** and brief implementation plan- email to course coordinator before end of the week. (Group 1 - Friday 29th Jan - 10:00pm, Group 2 - Friday 12th March 10:00pm) The course coordinator will provide brief feedback via email.

The initial email doesn't contribute to marks, it is intended to guide you in your choice of goals.

### Task

The student will undertake a planning cycle focusing on goal setting including how to identify and measure each goal, strategies and resources to achieve goal, implementation and reflection. The student will be required to enact this cycle twice and summarise the **two goal setting cycles**. The student will need to research and find an appropriate approach to goal setting tool and utilise this in practice.

The aims of this assessment are to:

- Using self-assessment to identify areas for improvement in the student's own professional practice
- Allow the student to take responsibility for setting, attaining and evaluating and reflecting on her/his own learning goals during his/her clinical practice

- Enable the student to critically analyse progress and reflect on the implementation and outcome of each goal

At the end of week 2 of the clinical placement, the student will decide on two goals for the placement which relate to an area requiring improvement or skill enhancement and email to the course coordinator. You should document your goal and implementation strategy in a word document and save it so you may add your reflection towards the end of placement. The goal must be one that the student has not already achieved.

Please note, no goals may directly relate to successfully completing the Clinical Competency. At least one (or both) of the goals should relate to a clinical skill. Both goals need to be relevant to your professional skills. You may wish to refer to the course objectives to help you identify your goal.

Examples:

-For the first 4 weeks of my placement I will improve my communication with patients, greet them, direct them, and explain the procedure and what is required in a polite and confident manner. I will read, watch and reflect on resources relating to patient communication to improve my skills and understanding of facets of communication. This will be measured by the reactions of patients and I will ask my supervisors for specific feedback on this aspect of my performance as I progress on a 1-10 scale.

-By mid placement I will identify someone who's career path inspires me. I will talk to them about what strengths are important for the profession and use these insights to plan to build my professional skills and industry relationships. I will refer to resources about building a career path and reflect on my own aspirations in relation to this. Goal attainment will be demonstrated by reflecting on clarity of my professional goals before and after this process.

-By the final 2 weeks of placement I will select days where I will operate and run the camera I am rostered to with minimal assistance from another technologist. I will improve this skill by using the available protocol manuals to improve technical knowledge of upcoming procedures and documenting this on a worksheet. I will measure this by recording if I produce technically satisfactory images and whether the camera runs to schedule. I will document and incorporate feedback I receive from technologists to help my progression.

-Course Objective 5 relates to providing a safe radiation environment. My goal is to maintain my standard of patient care whilst decreasing my personal radiation exposure. I will discuss this goal with my supervisor and request feedback daily as I progress. I will also evidence improved practical knowledge of this skill through referring to resources which give practical advice and reflecting on how this relates to my own practice.

#### Part 1 - Self Assessment and Goal Setting

Reflect on your clinical and professional skills to date. Identify a goal you wish to achieve throughout this placement and state this in one to two sentences. Detail an appropriate time frame. Include how you can measure and evaluate whether your goal has been achieved. Identify resources to progress your goal - these resources may be staff, books, journal articles etc

#### Part 2 - Implementation

Using an appropriate framework such as SMART goals implement a plan to achieve your goal and maintain a record of your progress as you proceed. Record your progress notes, statistics and any events of significance. Demonstrate how you went about trying to achieve your goal, indicating challenges and triumphs along the way. Include evidence to support your learning progress and how identified resources helped.

#### Part 3 - Reflection

Using your measurement and evaluation strategies in Part 1, make conclusions about achieving your goal. Why did you choose this goal? Reflect on the process of goal setting, implementation and review. Was your goal achieved (this must include a statement about how the outcome was measured)? If your goal was not achieved, what strategies could you put in place to achieve this in the future?

Word Count: Maximum word limit for the assessment is 1500 words. Appendices are not included in word count.

Each student is required to submit the initial goals via email to the course coordinator. The final assignment is to be submitted by Gradebook via learnonline by the due date.

This assignment is worth 30% of the final grade for this course.

The following Graduate Qualities are being assessed:

- 1 operates effectively with and upon a body of knowledge of sufficient depth to begin professional practice
- 2 is prepared for lifelong learning in pursuit of personal development and excellence in professional practice
- 3 is an effective problem solver, capable of applying logical, critical and creative thinking to a range of problems
- 4 can work both autonomously and collaboratively as a professional
- 5 is committed to ethical action and social responsibility as a professional and citizen
- 6 communicates effectively in professional practice and as a member of the community

Failure to submit the assessment by the specified due date will result in a deduction of 10% of the available marks per day including weekends.

As per the School of Health Sciences requirements, the Harvard Author Date referencing style is to be utilised to acknowledge all sources of information in completing the written assignment.

## Portfolio (Graded)

### Assessment Activities

Name	Sub-weighting	Due date (Adelaide Time)	Submit via
QA assignment	99%	18 Apr 2021, 10:00 PM	learnonline
Competency Assessment	1%	15 Apr 2021, 3:00 PM	The assignment box on C8 or posted to the school address

### Part 1 of portfolio - QA assignment

Due Date: Sunday 18thApril, 2021, 10.00PM

The following Graduate Qualities are being assessed:

1 operates effectively with and upon a body of knowledge of sufficient depth to begin professional practice  
2 is prepared for lifelong learning in pursuit of personal development and excellence in professional practice  
3 is an effective problem solver, capable of applying logical, critical and creative thinking to a range of problems

4 can work both autonomously and collaboratively as a professional  
5 is committed to ethical action and social responsibility as a professional and citizen  
7 demonstrates international perspectives as a professional and as a citizen

#### Preparation for the Assessment

To prepare for this assessment it is highly recommended to read widely around the topic of Quality Assurance in healthcare. The student will need to clearly understand the differences between the terms 'Quality Assurance', 'Quality Control' and 'Clinical Audit' and how they apply to a nuclear medicine department. This understanding should be demonstrated in the introductory section of your assignment. The student should also research the stages involved in the Quality Assurance process from idea to implementation and evaluation and use this as a framework for the assignment.

For this assessment the student will be expected to devise and explain in detail a Quality Assurance process that may be applied to a Nuclear Medicine department.

The explanation should be in enough detail that the reader would be able to implement the process within any similar nuclear medicine department. The value to the department of your proposed Quality Assurance process should be discussed. You will need to access a range of resources in order to complete the requirements of this assessment.

The following should form part, but not all, of your explanation:

Rationale for your Quality Assurance process selection  
Initial assessment of the process to which the proposed Quality Assurance plan relates to

Strategy for the implementation and evaluation of plan

Explanation of how this particular process relates to the overall Quality Assurance plan for the department

Each student is required to submit the assignment as a word document in Gradebook via learnonline by the due date.

Word Count: Maximum word limit is 2500 words.

This assignment has a sub-weighting of 99% of the portfolio component of this course. (portfolio - 40%)

Failure to submit the assignment by the specified due date will result in a deduction of 10% of the available marks per day including weekends.

As per the School of Health Sciences requirements, the Harvard Author Date referencing style is to be utilised to acknowledge all sources of information in completing the written assignment.

### **Part 2 of portfolio - Clinical Competency Assessment**

Due Date: Thursday 15th April 3:00pm

These assessments are a series of short practical examinations on specific Nuclear Medicine procedures. The recommended minimum number of Clinical Competencies which are to be successfully completed whilst in the clinical setting for Nuclear Medicine Clinical Practice 3 is three (3). By the completion of CP3 the student must have completed a minimum of 6 competencies.

The student is to be supervised and assessed by the Clinical Mentor or a delegated technologist (ideally someone with more than 12 months Nuclear Medicine experience).

The student must reach the level of competency in this assessment for the chosen examination.

If you are deemed NOT COMPETENT in any aspect of the examination please do not use this examination as the assessment. This competency can be attempted later when you feel more confident.

The student must be deemed competent in all aspects of the competency to achieve a pass for this assessment. The examination components for each competency vary slightly. Please refer to each competency for the examination criteria.

Completion of three Clinical Competencies are a compulsory component of this course and combined are worth 1% of the final grade.

It is the student's responsibility to supply the Clinical Mentor or delegated technologist with the relevant Clinical Competency at the time of assessment and to ensure that the completed Clinical Competency Assessment and the Clinical Workbook reach the Nuclear Medicine Clinical Educator and/or Course Coordinator by the due date specified in this booklet. The Clinical Competency Assessment and the Clinical Workbook should be lodged via the assignment box on C8 or posted to the school address (see school contact details) with an assignment cover sheet attached.

The Clinical Competency Assessments are provided in the Clinical Workbook.

Failure to submit the completed Clinical Competency Assessment by the specified due date will result in a deduction of 10% of the available marks per day including weekends.

The clinical competency assessment has a sub-weighting of 1% of the portfolio component of this course. (portfolio - 40%)

Clinical assessment - Supervisors report (Graded)

**Due Date: Thursday 15th April, 2021, 3:00pm**

The Clinical Report comprises both a Formative and Summative component:

#### **Formative Clinical Report**

The Formative Clinical Report will be completed by the Clinical Mentor (in collaboration with other mentors involved with that student during the placement) mid-way through each placement as an indicator of progress highlighting strengths and areas for improvement. This does not contribute to the final grade. The contents of this Clinical Report should be discussed with the student. The student is encouraged to comment in the space provided. The Clinical Report is to be signed by the Clinical Mentor and by the student. The student (or Clinical Mentor) may also request a formative report at any stage during the clinical placement as a way of obtaining (or providing) feedback about their progress during their clinical placement.

### **Summative Clinical Report**

The Summative Clinical Report is completed by the Clinical Mentor (in collaboration with other mentors involved with that student during the placement) at the end of the placement and contributes **30% to the final grade**.

If the student is rostered for two separate clinical placements, a separate Summative Clinical Report for each placement must be submitted by the due date. The results of each will be averaged to achieve a final mark. The contents of this Clinical Report should be discussed with the student who is encouraged to comment in the space provided. The Clinical Report is to be signed by the mentor and by the student.

**Be sure to hand the report forms to your Clinical Mentor early in the placement so they have sufficient time to complete them.**

**Students must achieve a pass mark of 50% or greater in the Summative Clinical Report and a satisfactory grade in the Summative section of 'Safe Practice and Duty of Care' and 'Professional and Ethical Conduct' to pass Nuclear Medicine Clinical Practice 3. Please ensure that this section has been filled out by your Clinical Mentor.**

**It is the student's responsibility to ensure that the completed Clinical Reports reach the Course Coordinator by the due date specified in this booklet.**

**Failure to submit the completed summative report/s by the specified due date will result in a deduction of 10% of the available marks per day including weekends.**

## Submission and return of assessment tasks

See above under Assessment.

## Exam Arrangements

This course does not have an exam.

## 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/](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 7.6.4

## Special Consideration

Special consideration is not available for this course. APPM 7.7.4

## 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>.

It is an offence for any person or company to provide academic cheating services to students of Australian universities, irrespective of whether the service is provided by an Australian or overseas operator (see [Tertiary Education Quality and Standards Agency Amendment \(Prohibiting Academic Cheating Services\) Bill 2019](https://www.legislation.gov.au/Details/C2020A00078) - <https://www.legislation.gov.au/Details/C2020A00078>). "Academic cheating services" includes providing or undertaking work for students, where that work forms a substantial part of an assessment task.

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

### Assessment — Attendance

The CPU will roster the student via the 'InPlace' rostering system to six weeks in a clinical department during Study Period 2, in accordance with the published teaching schedule for the Bachelor of Medical Radiation Science (Nuclear Medicine) program.

Students are required to attend all scheduled clinical days, subject to the Clinical Attendance policy of this program. This policy can be found on the CPU website:

[http://w3.unisa.edu.au/health/cpu/documents/Clinical\\_attendance\\_policy-MedRad.pdf](http://w3.unisa.edu.au/health/cpu/documents/Clinical_attendance_policy-MedRad.pdf)

**If a student is unable to attend clinical placement due to illness they must contact the Clinical Supervisor at the placement no later than 9.00 am and email (or telephone) the Course Coordinator by the end of that business day. The Clinical Supervisor's details can be found on the CPU website.**

**It is compulsory for students to have a minimum 30 minutes break for lunch, away from the Nuclear Medicine scanning area, preferably outside of the department completely. This is for the students' welfare as well as the staff and patients at the clinical sites.** Students are required to record on their Attendance Record the date, actual start and finish times (even if the Clinical Mentor allows the student to leave the clinical site earlier than anticipated), lunch breaks and total clinical hours per day (each full day of 7.5 hours) attended at clinical placement. Total clinical hours will be calculated based on students having a minimum 30 minutes break for lunch and this 30 minute lunch break cannot be substituted for missed clinical time. Tea breaks may be given at the discretion of the clinical supervisor or the delegated Clinical mentor.

### Pre-Clinical Workshops

The pre-clinical workshops are considered part of your clinical experience and you are therefore expected to attend all pre-clinical workshop sessions. All important clinical information will be discussed at the pre-clinical workshop. This is your opportunity to ask questions about any aspect of clinical placement. **Students must participate in all pre-clinical workshops in order to pass this course.**

## ATTENDANCE RECORDS AND CLINICAL WORKBOOK

**The Attendance Record is provided in the Clinical Workbook. These must be completed by the student (instructions are included in the Clinical Workbook). It is the student's responsibility to ensure that the Attendance Record is countersigned each week by the Clinical Mentor.**

It is the student's responsibility to ensure that the completed Attendance Record and the Clinical Workbook reach the Course Coordinator by the due date specified in this booklet. The Attendance Record and the Clinical Workbook should be lodged via the assignment box on C8 or posted to the school address.

**Failure to submit the Attendance Record and/or Clinical Workbook by the specified due date will result in a deduction of 10% of the available marks per day including weekends. Incorrectly completed attendance sheets or failure to submit attendance sheets may result in a fail grade for this course.**

## Action from previous evaluations

A Course Evaluation Instrument (CEI) will be made available to the student towards the end of the course. The completion of this survey is not compulsory, however, feedback provided will be utilised to improve the course and its delivery.

Several additions and improvements have been made to the course for 2021.

Feedback on the QA assignment has resulted in extended discussion on this assignment in pre-clinical workshop (including pre workshop activities), expansion of QA resources available on the course site and updated marking matrix for this assignment.

To remain current and meet Medical Radiation Practice Board of Australia (MRPBA) requirements, and to be more transparent in our record keeping of your capabilities, several additions/changes have been made to the Clinical Workbook



## Unplanned learnonline outages (text version)

**Considerations for extension to assessment due dates** will be dependent on the duration of the unplanned outage.

**Less than 1 hour outage** - No impact on assessment

**1 to 4 hour outage** - Short extension if outage occurs on assessment due date.

**4 to 24 hour outage** - 24 hour extension.

**Over 24 hour outage** - 48 hour extension.

# Course Calendar

## Study Period 2 - 2021

Weeks	Topic	Notes	Assessment Details (Adelaide Time)	Public Holidays
11 - 17 January	Pre-teaching			
1 18 - 24 January				
2 25 - 31 January	Group 1 - email goals to course coordinator by 10:00pm Fri 29th Jan.			
3 01 - 7 February				
4 08 - 14 February				
5 15 - 21 February			Written Assignment due 21 Feb 2021, 10:00 PM	
6 22 - 28 February				
7 01 - 7 March				
8 08 - 14 March	Group 2 - email goals to course coordinator by 10:00pm Friday 12th March			
9 15 - 21 March				
10 22 - 28 March				
11 29 March - 4 April	Group 2 - Goal setting assignment due - Sunday 4th April 10:00pm			
12 05 - 11 April				
13 12 - 18 April			Portfolio: Competency Assessment due 15 Apr 2021, 3:00 PM  Portfolio: QA assignment due 18 Apr 2021, 10:00 PM  Clinical assessment - Supervisors report due 15 Apr 2021, 3:00 PM	
14 19 - 25 April				

15 26 April - 2 May

16 03 - 9 May

17 10 - 16 May

18 17 - 23 May

19 24 - 30 May