



Radiation Therapy Clinical Practice 1

RADY 2015 Study Period 4 - 2024

Internal - City East Campus

Introduction

Welcome

Welcome to your first clinical course, Radiation Therapy Clinical Practice 1. Clinical courses over the coming years will provide you with valuable experiences and opportunities for you to apply what you have learnt in your academic courses. Clinical placements are important preparation for your career as a Radiation Therapist.

Please read this course outline carefully. It has essential information regarding what is required during your time in the clinical environment as well as the assessments for this course. You are expected to attend all scheduled workshops and allocated clinical placement in accordance with the [Medical Radiation Program Clinical Attendance policy](#).

This course includes:

29 hours of workshops

- 5x one hour workshop weekly lectures (scheduled May/June during SP2)
- 1x 24 hours of pre-clinical workshop (week beginning 1 July 2024, program to follow)

5 weeks of clinical practice

- 2 weeks mid year (8-19 July 2024)
- 3 weeks end of year (25 Nov-13 Dec 2024)

You may get in touch with me via the discussion forum on the course page for any course and placement-related questions that are of a general nature. This will ensure all students have access to the answers and avoid repeat questions. Questions of a personal nature can be directed to me via email on michala.short@unisa.edu.au. My work days are Mon/Wed/Fri.

Wishing you all the best for your first clinical course!

Dr Michala Short

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.

Course Teaching Staff

Lecturer: Ms Lisa Cunningham
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* Please refer to your Course homepage for the most up to date list of course teaching staff.

Contact Details

UniSA Allied Health & Human Performance

Physical Address: Level 8, Centenary Building
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Adelaide 5000

Website: <https://www.unisa.edu.au/about-unisa/academic-units/allied-health-and-human-performance/>

Course Overview

Prerequisite(s)

RADY 2011 Radiation Therapy Studies 1

Corequisite(s)

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

Course Aim

To develop practical and professional skills in radiation therapy treatment and planning.

Course Objectives

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

CO1. Understand the scope of clinical skills and practice underpinning Radiation Therapy 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 own performances against professional standards and suggest modifications for further practice

CO3. Apply problem solving skills in the clinical setting to maintain quality outcomes for the clinical site and the patient, as per Standard 1 of the National Safety and Quality in Health Service Standards (NSQHS)

CO4. Act ethically, professionally and in a safe manner by adhering to relevant codes of conduct, radiation safety guidelines and legislation, University of South Australia's clinical policies and the National Safety and Quality Health Service (NSQHS) standards (where applicable to clinical practice).

CO5. Operate effectively as a responsible practitioner to perform simple, standard external beam radiation therapy treatment procedures (pre-treatment and treatment) with assistance, and demonstrate beginning level computer planning skills and knowledge

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

CO7. Discuss approaches that demonstrate respect for the values, customs, spiritual beliefs and practices of individuals

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 in external beam radiation therapy treatment and planning with the main emphasis on development of basic technical skills of treatment and planning; patient care and communication; safety; professional behaviour, team working and self motivation; radiation therapy equipment; national protocols published on safety and quality in health care.

Teaching and Learning Arrangements

Workshop	1 hour x 5 weeks
Workshop (Preclinical)	24 hours over x 1 week
Clinical	187.5 hours

Unit Value

4.5 units

Use of recorded material

This course will involve the production of audio and/or video recordings of UniSA students. To protect student privacy, you must not at any time disclose, reproduce or publish these recordings, or related material, in the public domain including online, unless the videoed students give consent for reproduction, disclosure or publication. This requirement is consistent with University statutes, by-laws, policies, rules and guidelines which you agreed to abide by when you signed the Student Enrolment Declaration.

Student recording of learning activities

Students must seek permission prior to recording any UniSA learning activity. See [A-56 Policy Student recording of learning activities](https://i.unisa.edu.au/siteassets/policies-and-procedures/docs/academic/a56_student-recording-of-learning-activities.pdf) (https://i.unisa.edu.au/siteassets/policies-and-procedures/docs/academic/a56_student-recording-of-learning-activities.pdf)

Breaches of this Policy contravene the principles of academic integrity, and attract the penalties provided in the [Academic Integrity Procedure](https://i.unisa.edu.au/policies-and-procedures/university-policies/) (https://i.unisa.edu.au/policies-and-procedures/university-policies/).

Placement Information

Clinical placements at UniSA are managed by the Clinical Placement Unit (CPU). The **CPU homepage** is the go-to place to find information on clinical placement policies, requirements (including compliance) and information that specifically relates to Medical Radiation Sciences. Please visit this page and familiarise yourself with where to locate important placement information.

1. CLINICAL PLACEMENT

CPU will roster each student to a clinical department for 5 weeks in CP1, in accordance with the published teaching schedule for the Bachelor of Medical Radiation Science program. Students are required to attend all scheduled pre-clinical workshop and clinical placement days of this course. If a student is unable to attend clinical placement due to illness they must contact the Clinical Supervisor at the placement and email the Course Coordinator at the university no later than 9am on the day of the absence. Students are entitled to a lunch break each day, the duration of which is designated by the clinical supervisor, but must be at least 30 minutes. Tea breaks are at the discretion of the Clinical Supervisor or mentor. Personal appointments are to be booked outside of both pre-clinical workshop and clinical placement hours.

Required number of days: 25 days clinical placement + 24 hours of pre-clinical workshop

Clinical Folder: During the CP1 pre-clinical workshop, all students will be issued with a Clinical Folder. This will be used for the duration of the student's degree to record completed activities, procedures, participations, competencies and clinical reports. Students will need to bring their Clinical Folder to all pre-clinical workshops and clinical placements. At the end of the course, the Clinical Folder is handed up for assessment.

Attendance Record: This must be completed by the student. It is the student's responsibility to ensure that a radiation therapist signs the daily rostered time and the student countersigns the Attendance Record (timesheet) at the end of the week. Attendance sheets cannot be pre-filled and under no circumstances can students ask a clinician to pre-sign attendance records prior to completion of the hours achieved. The Attendance Record is in the front section of the Clinical Folder, must be completed accurately and clearly and is an assessed component of this course.

An incorrectly completed Attendance Record will result in the student remaining on an incomplete grade until all documents are completed correctly and/or some extra time in the clinical placement is gained. It is compulsory that you attend the required number of workshop and clinical days as detailed in the clinical grid in accordance to the [Clinical Attendance policy](#).

2. CONDITIONAL EVIDENCE AND PASSPORT TO PLACEMENT

All students need to complete a [Student Checklist](#) and submit their conditional evidence documentation in the student placement system (InPlace) **by the due date set by CPU**. All original documents need to be kept in student's Passport to Placement (PTP) folder and/or in the front of their Clinical Folder. **Conditional evidence documents** are required to be presented to clinical staff on the first day of orientation or as requested, and are required to be **current for the full duration of clinical placement**.

3. SAFE PRACTICE AND DUTY OF CARE & PROFESSIONAL AND ETHICAL CONDUCT

Satisfactory grades in both of the summative components of 'Safe Practice and Duty of Care' and 'Professional and Ethical Conduct' are essential to pass this course.

Students 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
- Demonstrates knowledge of the ALARA principles
- Demonstrates an awareness of infection control practices
- Does not put other persons in the workplace at any risk

Students must behave in a '**Professional and Ethical**' manner 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 patient, staff and department information at all times
- Maintains personal hygiene and dress as stated in the [Bachelor of Medical Radiation 'Uniform' policy](#)

- Behaves in a professional manner with colleagues, supervisors, patients and their families at all times

If a student is deemed unsafe or unprofessional at any time during clinical practice, they may be removed from the clinical placement. Students are referred to the [Work Integrated Learning](#) policy and procedures for definitions.

4. CLINICAL CONFIDENTIALITY

Information concerning patients is confidential. The student must hold in strictest confidence any information gained from any source concerning the patient. The student must not identify a patient in any way, in any teaching strategy i.e. oral presentation, assignment, case report, clinical record, images 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 or texta). 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.

Instances where patient, staff or department confidentiality have not been observed will be penalised with a zero mark for that assessment and may result in a fail grade for this course.

5. MOBILE PHONE OR INTERNET ACCESS, ALH SOCIAL MEDIA GUIDELINES

The use of mobile phones is only permitted during scheduled breaks. Internet access in the clinical department is only with the clinical mentor's permission.

With regards to social media, students must be mindful that items posted on the internet are in the public domain and may be permanent. Students need to be familiar with the ALH Social Media guidelines to assist them in recognising their obligations when creating social media posts which relate to their studies, experiences associated with UniSA and/or placement providers. These guidelines can be accessed on the course page.

6. VARIATION TO CLINICAL PLACEMENT

Changes to the clinical roster will only be made for extenuating circumstances. A formal request must be submitted for consideration to the Clinical Placement Unit prior to the commencement of the Clinical Course, no later than 5 working days following the release of a placement block. The request for variation to clinical placement form can be found on the [CPU homepage](#).

7. RURAL OR INTERSTATE CLINICAL PLACEMENT

Students will be allocated placement opportunities across local radiation therapy departments. Interstate placement opportunities also exist and at times students will be allocated to an interstate placement site where local allocations are exhausted.

OHS&W

If an incident or accident occurs while a student is partaking in practical clinical experience (or travelling to or from), the FS24 form is to be completed for University records. The student should inform their course coordinator and supervising radiation therapist if an incident occurs.

Please note the FS24 form is not an insurance policy claim form. The FS24 form can be found [here](#), with details of how and who to submit the form to listed at the top of the page. The Program Director and Course Coordinator need to be included in this correspondence to receive copies of the completed form.

Further Course Information

1. CP1 WORKSHOP SESSIONS during SP2

This course includes 5x 1 hour workshop sessions, timetabled once a week for 5x weeks during SP2 in the lead up to Clinical Practice 1A. Sessions include online recorded content, quizzes and/or activities which are essential training and preparation for clinical placement and are included in the Learning Log assessment. Content is completed via the course page, except for the last session which will be held in person.

Topics:

Week 1 Professionalism in Medical Radiation
Week 2 Manual Handling
Week 3 Communication

Week 4 Infection control

Week 5 Course documentation (held in person, see Course Calendar and Timetable for details)

Please note, all of the above content and activities include LearnOnline completion tracking with a final due date for all activities. See Assessment Section for details and due date.

2. PRE-CLINICAL WORKSHOP

The CP1 pre-clinical workshop is scheduled during week 27, beginning Monday 1 July 2024. **Attendance at the pre-clinical workshop is compulsory, as this counts towards total clinical time in the program.** Attendance policy applies to all clinical workshops. Pre-clinical workshop activities are designed to provide students with additional clinical skills to prepare them for clinical placements. Missed pre-clinical workshop hours will require time to be made up at clinical placement.

3. STUDENT PROGRESSION THROUGH THE COURSE

Students complete Clinical Courses in a set order. Clinical placements are deliberately interspersed between theoretical/academic courses in order to assist students to consolidate knowledge and its application to professional practice.

4. STUDENT AHPRA REGISTRATION

All students enrolled in the Bachelor of Medical Radiation Science are automatically registered with an Australian Health Practitioner Registration Authority (AHPRA) board. For Medical Radiation Science students this is the Medical Radiation Practice Board of Australia (MRPBA). The University under the national law must provide the details of all enrolled students for national registration as a Medical Radiation Student. Information about this process can be found [here](#).

Learning Resources

Textbook(s)

You will need continual access to the following text(s) to complete this course. Where possible the Library will make the book available for student use. Please check the Library catalogue before purchasing the book(s). The Library will always seek to purchase resources that allow an unlimited number of concurrent users, however availability is dependent on license arrangements with book publishers and platforms. <http://www.library.unisa.edu.au>

Faithfull, S & Wells, M (2003). *Supportive Care in Radiotherapy* Churchill Livingstone .

Hoskin, P (Ed) (2019). *Radiotherapy in Practice: External Beam Therapy* (3rd). Oxford University Press.

Reference(s)

Useful references for radiation therapy students:

- [Australian Society of Medical Imaging and Radiation Therapy](#)
- Australian Commission on Safety and Quality in Health Care, [National Safety and Quality Health Service Standards](#)

learnonline course site

All course related materials are available on your learnonline course site which you will be able to access from the 'my Current Studies' section in myUniSA (<https://my.unisa.edu.au>).

Access to Previous Courses

You will have access to your previous course sites for a period of 4 years. After this time, the course sites will be archived and will be unavailable.

Note: Course readings provided via the University Library are only made available to current students and staff due to licensing and copyright restrictions. Students may download their course readings while they are enrolled in the course for their personal research purposes only.

Assessment

Academic Integrity

Academic integrity is fundamental to the reputation of UniSA and its staff and students. Academic integrity means all staff and students are committed to producing academic work that accurately reflects authorship, and is created with honesty, trustworthiness, fairness, respect, and responsibility.

The University of South Australia expects students to demonstrate accurately what they have learned so that university qualifications are earned honestly and are trusted and valued by its students and their employers. That means students need to present work that represents what they have learned. Therefore, students must indicate where and how they have used other people's ideas to support their knowledge. Academic integrity requires an honest account of the source of contributions to the work by using correct referencing. Students must not represent the work of others as their own as this does not demonstrate what they have learned. Using another person's work without correct referencing is considered Academic Misconduct.

The approach to academic integrity has many layers.

At the government level, a law exists that specifically states that providing academic cheating services to students of Australian universities is an **offence**, 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>). "Academic cheating services" includes providing or undertaking work for students, where that work forms a substantial part of an assessment task.

The University has policies and procedures to promote academic integrity and manage academic misconduct. More information about academic integrity and what constitutes academic misconduct can be found in the Academic Integrity Policy and Procedure (<https://i.unisa.edu.au/policies-and-procedures/university-policies/>). One example is that 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>.

At the course level, your instructor may also provide specific instruction and guidance on whether the use of tools such as translation software, writing aides, and artificial intelligence software is permissible and to what degree in completing learning tasks and assessments. When in doubt, ask your teaching team.

To learn more about academic integrity and how to avoid academic misconduct, please refer to the Academic Integrity Module: <https://lo.unisa.edu.au/mod/book/view.php?id=252142>

Use of generative artificial intelligence

The assessment tasks for this course require you to demonstrate your learning.

It is important to understand that information generated by GenAI tools, such as ChatGPT, Copilot, and DALL-E, may be unreliable, inaccurate, and incorrect. It is your responsibility to comply with the conditions for each assessment task summarised in the assessment description and that any use of GenAI tools is ethical and responsible and adheres to the assessment conditions.

Use of GenAI tools that extends beyond the stated assessment conditions will be considered a breach of academic conduct, as per the [Academic Integrity Policy \(AB-69\)](#).

Important information about all assessment

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

Assessment Details

Details of assessment submission and return are listed under each assessment task. Assessment tasks will be returned to you within 15 working days 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://asklearnonline.unisa.edu.au/app/answers/detail/a_id/2222/kw/coversheet) and in myUniSA.

Assessment Descriptions

Assessment 1

Single		20% of Course Total			Objectives being assessed:CO1, CO2, CO4, CO7		
Title	Team work	Length	Duration	Due date (Adelaide Time)	Submit via	Re-Submission	Re-Marking
Essay - Cultural Competence and Safety	No	1500 words	-	1 Aug 2024, 5:00 PM	learnonline	Yes	Yes

Further information on re-marking and re-submission is available in the academic policy, AB-68 P4 Re-marking and Re-submission Procedure

Aim: As a future clinician in the Australian or International healthcare setting you will be working closely with people from a wide variety of cultural backgrounds. This assessment aims to develop your knowledge, help you observe and/or participate in interactions with culturally diverse patients and support your understanding of cultural considerations with application to the clinical context.

Course Objectives: CO1, CO2, CO4 & CO7

Assessment Overview: This assessment is in three parts.

- In Part A, you will develop awareness and understanding of what 'cultural awareness', 'cultural competence' and 'cultural safety' mean within the healthcare setting.
- In Part B, you will be documenting an example from your CP1A placement of interactions with culturally diverse patients and will need to demonstrate appropriate levels of patient/staff/department confidentiality.
- Part C is a self-reflection task where you will be demonstrating either your current level of cultural competence or explaining how you as a future clinician will work towards building your cultural competence skills.

The assessment is a 1,500 word essay based on each part mentioned above. NB: Part B of this assessment directly relates to student experiences in CP1A placement block and students are encouraged to note/document any such interactions as they happen, to enable an appropriate example to be included in the assignment. **Full assessment instructions and assessment rubric are available on the course page. Please read both documents carefully before attending CP1A placement.**

Referencing: All material, which is not the student's original work, must be referenced appropriately using the

APA 7 referencing style. Additional recent (published in the last 5 years) peer-reviewed journals, medical radiation societies/regulators and government publications can be included in this assessment.

Word limit: 1,500 words in total. Reference list is excluded from the word count. Penalty for exceeding the word limit is additional content beyond 1,500 words will not be marked.

Submission: Word document submitted via LearnOnline page.

Format details: Size 12 font, Font of your choice, 1.5 line spacing, 2.5 cm margins all around.

Confidentiality: A breach of patient/staff/department confidentiality will result in “zero” marks for the assessment.

Late submissions: 10% deduction from total marks for each day (or part thereof, including weekends) that the assignment is late. For further details see section below on 'Penalties for late submission'.

Extensions: Granting of extensions will be at the discretion of the course coordinator. Students may request an extension of time to complete an assessment task because of unexpected or exceptional circumstances. Students must lodge an application for an extension via the LearnOnline course site before the due date for the assessment task and attach supporting documents.

Assessment 2

Single (Continuous)			30% of Course Total		Objectives being assessed: CO1, CO2, CO3, CO4, CO5			
Title	Team work	Length	Duration	Sub-weighting	Due date (Adelaide Time)	Submit via	Re-Submission	Re-Marking
Pre-clinical activities	No	Ongoing	-	20%	20 Jun 2024, 5:00 PM	learnonline	No	No
Participation records	No	Ongoing	-	80%	18 Dec 2024, 3:00 PM	1. Participations to be uploaded in learnonline as you go; 2. Clinical Folder submitted in person to AHHP office on C8	No	No

Further information on re-marking and re-submission is available in the academic policy, AB-68 P4 Re-marking and Re-submission Procedure

This is a Learning Log assessment and is made up of the following:

1. Pre-clinical activities

There are 5x weekly pre-clinical sessions held in the second half of SP2. Students complete online modules (weeks 1-4) which include online recorded content and associated quizzes, online activities or training modules to consolidate knowledge. These topics provide essential preparation for clinical placement. The last session is held on campus (date and time TBC) with attendance recorded. It is recommended that students work through one topic per week. Grade is based on activity completion as tracked in LearnOnline.

Week 1 Professionalism in Medical Radiation

Week 2 Manual Handling

Week 3 Communication

Week 4 Infection control

Week 5 Course documentation

2. Participation records

The following participations will be completed during CP1 (including in the pre-clinical workshop and both placement blocks):

- 2x simulation
- 2x planning
- 1x ancillary equipment
- 2x patient care and communication

ONE written record will be assessed from EACH of the above areas. Further detail on the what participation records are and how they are completed will be provided in the pre-clinical workshop.

Scanned/photographed Participation Records are uploaded to LearnOnline as soon as possible after a participation is completed. Physical copies are retained in the Clinical Folder and the folder is submitted in person to AHHP office on C8 after the end of CP1B placement block.

Assessment 3

Multiple			50% of Course Total		Objectives being assessed:CO1, CO2, CO3, CO4, CO5, CO6, CO7			
Title	Team work	Length	Duration	Sub-weighting	Due date (Adelaide Time)	Submit via	Re-Submission	Re-Marking
Clinical report	No	-	-	60%	18 Dec 2024, 3:00 PM	1. Upload evidence of clinical reports (formative and summative) to learnonline as you go; 2. Clinical Folder submitted in person to AHHP office on C8	No	No
Attendance	No	-	-	20%	18 Dec 2024, 3:00 PM	Clinical Folder submitted in person to AHHP office on C8	No	No
Competency assessments	No	-	-	20%	18 Dec 2024, 3:00 PM	Clinical Folder submitted in person to AHHP office on C8	No	No

Further information on re-marking and re-submission is available in the academic policy, AB-68 P4 Re-marking and Re-submission Procedure

This assessment is made up of the following:

1. Clinical report - The Clinical report has formative and summative components. Forms for completion are in the Clinical Folder.

Formative Report

The Formative Clinical Report is designed to give the student feedback throughout their clinical placement. It should be completed by the student's mentor on a weekly basis or at regular times agreed by the student and mentor, to provide the student with feedback on their performance and the opportunity to improve during a rostered placement.

Goals

The mentor should discuss the contents of this report with the student, highlighting strengths and areas for improvement. Students are required to use the formative report to set goals based on the feedback received. These are recorded at the end of the formative report. The Formative Clinical Report is signed by the mentor and by the student and does not count towards the student's final mark. Students may request a formative report at any stage during the clinical block as a way of obtaining feedback about their progress.

Summative Report

The Summative Clinical Report is based on the student's performance during the whole CP1 course. It is to be completed at the end of the CP1 placement and contributes 30% to the overall course grade. The Summative Report should be completed by the Clinical Supervisor in the clinical department in collaboration with the mentors involved with that student during their placement. The contents of this report should be discussed with the student. The student is encouraged to comment, in the space provided, before signing the report. The clinical assessment guide should be followed when completing the clinical report. The Summative Report needs to be signed by the Clinical Supervisor and by the student.

Marking criteria

In order to pass this course the student needs to achieve at least:

- Satisfactory level of achievement (3's) for all attributes in Domain 3 and 4.2 (treatment)
- Progressing but requires improvement (2's) for all attributes in Domains 1, 2 and 4.2 (planning/simulation)
- A 'satisfactory' grade in all aspects of professionalism (Domain 5) and fitness to practise (Domain 6)

2. Attendance

Students need to keep accurate attendance records using timesheets provided within the Clinical Folder. Attendance and/or absences need to be documented and signed by clinical mentors and students. Assessment is based on completeness and accuracy of attendance records. Attendance sheets cannot be pre-filled and under no circumstances can students ask a clinician to pre-sign attendance records prior to completion of the hours achieved.

3. Competency assessments

Students complete 2x treatment competencies in CP1. To prepare, students select a treatment site to focus on (e.g. prostate setup, breast setup etc.) and with appropriate communication with mentors and patients begin to practise setups. Each practice setup will be signed off by the mentor in the student's Clinical Folder, with a minimum of 4x practices completed before attempting a summative treatment competency. Practices need to match the body site/technique of the competency that is to be attempted. Assessment is based on achieving a pass in the competency as well as completeness and accuracy of the Competency record.

Feedback proformas

The feedback proforma is available on your course site.

Additional assessment requirements

Students must attend all scheduled clinical days (subject to the clinical attendance policy of this program), meet all requirements of the placement, participate in all pre-clinical workshops, and pass the placement and clinical assessment/OSCE/OSCA to pass this course.

Penalties for late submission

Late submission of assessment tasks policy

Late submission of assessment tasks in this course will result in a penalty unless an extension has been granted or the student can provide evidence of unexpected or exceptional circumstances as defined by Section G of ab-68-p2-variations-to-assessments-procedure.

The penalty for late submissions will be:

1. a deduction of 10% of the available marks, for each day (or part thereof) that the assignment is late up to a maximum of 5 days.

Thus, for an assessment item that is one day late the maximum mark available will be 90%, and for two days late 80% etc. By way of example, if a student achieved a mark of 65% for an assignment that was submitted one day late, their adjusted mark would be 65% of a total available mark of 90%, so the mark would be adjusted to 58.5%.

2. assignments which are more than 5 days late may not be assessed and will be assigned a zero grade inclusive of non-graded pass work. Whether or not an assignment that is more than 5 days late will be assessed will be at the discretion of the Course Coordinator.

Rationale for Late submission of assessment tasks policy

If unexpected or exceptional circumstances (as defined by Section G of ab-68-p2-variations-to-assessments-procedure) occur that result in late submission, or if an extension has been granted for an assessment item, there will be no penalty.

However, where no extension has been granted, and there were no unexpected or exceptional circumstances that resulted in late submission a penalty will be applied. This is to prevent students from seeking to obtain an

unfair advantage, compared with their peers, by having more time to complete an assessment item.

It was considered that if a student were to work on an assessment item for one day they might be able to improve their mark by 10%, so a 10% penalty has been applied to offset any such advantage that might be gained.

The 10% deduction will be from the available mark rather than the achieved mark to ensure equity between students. By way of example:

1) If a student achieved a mark of 77 (Distinction), but the assessment item was submitted two days late, their grade becomes 77% of 80 = 61.6 which is a true 20% reduction.

If the 20% deduction were applied to the achieved mark this would be 77% - 20% = 57%, which would actually represent a 26% reduction of their achieved grade.

2) If a student achieves a mark of 54 (P2) and is 2 days late in submitting the assessment item, their grade becomes 54% of 80 = 43.2 which is a true 20% reduction. If the 20% deduction were applied to the achieved mark this would be 54% - 20% = 34% which represents an actual 37% reduction of their achieved grade. Thus, if the deduction were applied to the achieved mark both students would experience a different real deduction depending on the actual mark they achieved. Thus, in the interest of student equity the deduction will be taken from the available mark.

Exam Arrangements

This course does not have an exam.

Deferred Assessment or Examination

Deferred assessment or examination is not available for this course. APPM 7.5

Supplementary Assessment

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

Special Consideration

Variations to assessment tasks

Details for which variation may be considered are discussed in the [Variations to Assessments Procedure](http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/) (http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/). Variation to assessment in unexpected or exceptional circumstances should be discussed with your course coordinator as soon as possible.

More information about variation to assessment is available in the [Variations to Assessments Procedure](http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/) (http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/).

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

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 the [Variations to Assessment Procedure](http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/) at: <http://i.unisa.edu.au/policies-and-procedures/codes/assessment-policies/> and Policy C7 [Students with Disability](https://i.unisa.edu.au/policies-and-procedures/university-policies/corporate/c-7/) at: <https://i.unisa.edu.au/policies-and-procedures/university-policies/corporate/c-7/>

Students who require variations or modifications to standard assessment arrangements must first register for an Access Plan with the UniSA Access & Inclusion Service. It is important to contact the Access & Inclusion service early to ensure that appropriate support can be implemented or arranged in a timely manner.

Students who wish to apply for an Access Plan must book an appointment with a UniSA Access & Inclusion Advisor by contacting Campus Central or via the Online Booking System in the Student Portal. For more information about Access Plans please visit: <https://i.unisa.edu.au/students/student-support-services/access-inclusion/>

Once an Access Plan has been approved, students must advise their Course Coordinator as early as possible to ensure that appropriate supports can be implemented or arranged in a timely manner.

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

Action from previous evaluations

A myCourseExperience tool will be made available towards the end of the course. The completion of this survey provides valuable feedback which helps to improve the course and its delivery. You are strongly encouraged to complete the online evaluation. Actions from past evaluations include restructuring of the Essay assignment to provide clearer expectations to students for what's required, content and duration of pre-clinical workshop activities.

Unplanned learnonline outages

The information below show the suggested alterations/considerations for assessment items and exam dependent on the duration of the unplanned outage

less than 1 hour outage. No impact on either assessment or examination

1 to 4 hour outage. **Assessment** - Consider an extension. **Examination** - No impact.

4 to 24 hour outage. **Assessment** - 24 hour extension. **Examination** - Be mindful of outage when marking

Over 24 hour outage. **Assessment** - 48 hour extension. **Examination**- Be mindful of outage when marking

Course Calendar

Study Period 4 - 2024

Weeks	Topic	Assessment Details (Adelaide Time)
1 06 - 12 May	Week 1 Professionalism in Medical Radiation	
2 13 - 19 May	Week 2 Manual Handling	
3 20 - 26 May	Week 3 Communication	
4 27 May - 2 June	Week 4 Infection control	
5 03 - 9 June	Week 5 Course documentation, in person session (date/time TBC)	
6 10 - 16 June		
7 17 - 23 June		Pre-clinical activities due 20 Jun 2024, 5:00 PM
8 24 - 30 June		
9 01 - 7 July	Pre-clinical workshop, in person, Monday to Friday (separate timetable will be available prior to workshop). Attendance counts towards clinical placement time.	
10 08 - 14 July	Clinical placement	
11 15 - 21 July	Clinical placement	
12 22 - 28 July		
13 29 July - 4 August		Essay - Cultural Competence and Safety due 01 Aug 2024, 5:00 PM
14 05 - 11 August		
15 12 - 18 August		
16 19 - 25 August		
17 26 August - 1 September		
18 02 - 8 September		
19 09 - 15 September		
20 16 - 22 September		
21 23 - 29 September		
22 30 September - 6 October		
23 07 - 13 October		
24 14 - 20 October		
25 21 - 27 October		
26 28 October - 3 November		
27 04 - 10 November		
28 11 - 17 November		
29 18 - 24 November		
30 25 November - 1 December	Clinical placement	
31 02 - 8 December	Clinical placement	
32 09 - 15 December	Clinical placement	

33 16 - 22 December

Attendance due 18 Dec
2024, 3:00 PM

Participation records due
18 Dec 2024, 3:00 PM

Competency assessments
due 18 Dec 2024, 3:00 PM

Clinical report due 18 Dec
2024, 3:00 PM