



ALLH11010 Skills for Allied Health Assistants

Term 3 - 2023

Profile information current as at 04/05/2024 07:41 pm

All details in this unit profile for ALLH11010 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

General Information

Overview

This unit will enable you to further develop and demonstrate the necessary knowledge and practical skills required of a competent Allied Health Assistant. You will engage in a variety of authentic learning experiences including practical scenarios, case studies and work-integrated learning where you will be supervised by an industry Allied Health professional. Upon successful completion of this unit, you will have developed a portfolio of evidence that illustrates your capacity to operate as an Allied Health Assistant.

Details

Career Level: *Undergraduate*

Unit Level: *Level 1*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

Pre-requisites: ALLH11001 Introduction to Allied Health ALLH11009 Research Methods for Health Professionals

BMSC11007 Medical Anatomy and Physiology 1

Important note: Students enrolled in a subsequent unit who failed their pre-requisite unit, should drop the subsequent unit before the census date or within 10 working days of Fail grade notification. Students who do not drop the unit in this timeframe cannot later drop the unit without academic and financial liability. See details in the [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

Offerings For Term 3 - 2023

- Mixed Mode

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Residential Schools

This unit has a Compulsory Residential School for distance mode students and the details are:

Click here to see your [Residential School Timetable](#).

Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

[Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

[Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **Online Quiz(zes)**

Weighting: Pass/Fail

2. **Case Study**

Weighting: Pass/Fail

3. **Practical Assessment**

Weighting: Pass/Fail

4. **Professional Practice Placement**

Weighting: Pass/Fail

Assessment Grading

This is a pass/fail (non-graded) unit. To pass the unit, you must pass all of the individual assessment tasks shown in the table above.

CQUniversity Policies

All University policies are available on the [CQUniversity Policy site](#).

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

Unit Learning Outcomes

On successful completion of this unit, you will be able to:

1. Behave professionally and ethically within an Allied Health setting
2. Demonstrate knowledge, skills and competencies typical of an Allied Health Assistant
3. Reflect upon the scope of practice of an Allied Health Assistant
4. Develop a portfolio of evidence relevant for the attainment of the vocational award of Certificate III in Allied Health Assistance.

Upon the successful completion of this unit, you may be eligible to apply for the vocational award of Certificate III in Allied Health Assistance
Conditions apply.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Online Quiz(zes) - 0%		•		•
2 - Practical Assessment - 0%	•	•		•
3 - Case Study - 0%		•	•	•
4 - Professional Practice Placement - 0%	•	•	•	•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
1 - Communication	•	•	•	•
2 - Problem Solving		•	•	•
3 - Critical Thinking		•	•	•
4 - Information Literacy	•	•		•
5 - Team Work	•	•		•
6 - Information Technology Competence		•		
7 - Cross Cultural Competence	•	•		•
8 - Ethical practice	•	•		•
9 - Social Innovation				
10 - Aboriginal and Torres Strait Islander Cultures				

Textbooks and Resources

Textbooks

There are no required textbooks.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

Referencing Style

All submissions for this unit must use the referencing style: [American Psychological Association 7th Edition \(APA 7th edition\)](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Trudy Jones Unit Coordinator
t.jones2@cqu.edu.au

Schedule

Week 1 - Participate in workplace health and safety - 06 Nov 2023

Module/Topic	Chapter	Events and Submissions/Topic
This week we recommend you complete Module 1. This module will assist you to develop the skills and knowledge required for workers to participate in safe work practices to ensure their own health and safety, and that of others.		

Week 2 - Comply with infection prevention and control policies and procedures - 13 Nov 2023

Module/Topic	Chapter	Events and Submissions/Topic
This week we recommend you complete Module 2. This module will assist you to develop the skills and knowledge required to follow organisational infection prevention and control procedures, including implementing standard and transmission-based precautions and responding to infection risks.		

Week 3 - Communicate and work in health or community services and maintain a high standard of service - 20 Nov 2023

Module/Topic	Chapter	Events and Submissions/Topic
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This week we recommend you complete Module 3. This module will assist you to develop the skills and knowledge required to communicate effectively with clients and colleagues, and to develop the skills and knowledge required to deliver and maintain a high standard of service.

Week 4 - Interpret and apply medical terminology appropriately and recognise healthy body systems - 27 Nov 2023

Module/Topic	Chapter	Events and Submissions/Topic
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This week we recommend you complete Module 4. This module will assist you to develop the skills and knowledge required to understand and respond to instructions in a medical environment; as well as use appropriate medical terminology. You will also cover basic information about the human body and recognise and promote ways to maintain healthy functioning of the body.

Vacation Week - 04 Dec 2023

Module/Topic	Chapter	Events and Submissions/Topic
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Enjoy your Break Week (4th Dec - 10th Dec 2023) - See you back for Week 5.

Week 5 - Assist with movement - 11 Dec 2023

Module/Topic	Chapter	Events and Submissions/Topic
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This week we recommend you complete Module 5. This module will assist you to develop the skills and knowledge to effectively support people in the health care setting, who due to incapacity, require assistance with basic physical movement.

Week 6 - Assist with an allied health program - 18 Dec 2023

Module/Topic	Chapter	Events and Submissions/Topic
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This week we recommend you complete Module 6. This module will assist you to develop the skills and knowledge required to provide basic assistance to an allied health professional.

Week 7 - Work with diverse people - 01 Jan 2024

Module/Topic	Chapter	Events and Submissions/Topic
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This week we recommend you complete Module 7. This module will assist you to develop the skills and knowledge required to work respectfully with people from diverse social and cultural groups and situations.

Online Content Quizzes Due: Week 7 Friday (5 Jan 2024) 5:00 pm AEST
Case Study Due: Week 7 Friday (5 Jan 2024) 5:00 pm AEST

Week 8 - Aboriginal and/or Torres Strait Islander cultural safety - 08 Jan 2024

Module/Topic	Chapter	Events and Submissions/Topic
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This week we recommend you complete Module 8. This module will assist you to develop the skills and knowledge required to identify Aboriginal and/or Torres Strait Islander cultural safety issues in the workplace, model cultural safety in own work practice, and develop strategies to enhance cultural safety.

Week 9 - 3 Day Residential School - 15 Jan 2024

Module/Topic	Chapter	Events and Submissions/Topic
There is no specific content to cover this week. Instead, you are required to attend Residential School, and complete associated assessment tasks. You will be assessed throughout Residential School on your knowledge and understanding of content covered in weeks 1-8 of this unit.		<p>Compulsory Residential School: 9:00 am - 5:00 pm AEST, on Tuesday 16 January to Thursday 18 January, 2024.</p> <p>Practical Assessment Due: Week 9 Friday (19 Jan 2024) 5:00 pm AEST</p>

Week 10 - Professional Practice Placement Block - 22 Jan 2024

Module/Topic	Chapter	Events and Submissions/Topic
There is no specific content to cover this week, or for the remainder of the term. Instead, you are required to commence your professional practice placement (work-integrated learning) experience, and complete the associated assessment tasks.		<p>Professional Practice Placement must be completed before Sunday 3 March 2024.</p> <p>Professional Practice Placement Booklet Assessment Due: On or before Sunday 3 March 5:00 pm AEST, 2024.</p>

Week 11 - Professional Practice Placement Block - 29 Jan 2024

Module/Topic	Chapter	Events and Submissions/Topic
There is no specific content to cover this week, or for the remainder of the term. Instead, you are required to commence your professional practice placement (work-integrated learning) experience, and complete the associated assessment tasks.		

Week 12 - Professional Practice Placement Block - 05 Feb 2024

Module/Topic	Chapter	Events and Submissions/Topic
There is no specific content to cover this week, or for the remainder of the term. Instead, you are required to commence your professional practice placement (work-integrated learning) experience, and complete the associated assessment tasks.		

Assessment Tasks

1 Online Content Quizzes

Assessment Type

Online Quiz(zes)

Task Description

There are multiple online content quizzes associated with the theoretical content throughout this unit. Each of the online content quizzes will be comprised of a mixture of true/false and multiple choice questions and H5P

activities, that will assess your knowledge and understanding of the content covered within this unit. We strongly encourage you to complete the relevant quizzes as you progress throughout each of the modules.

Number of Quizzes

Frequency of Quizzes

Other

Assessment Due Date

Week 7 Friday (5 Jan 2024) 5:00 pm AEST

You must complete ALL online content quizzes before this due date and prior to attending Residential School.

Return Date to Students

Week 8 Friday (12 Jan 2024)

Results will be available within five (5) working days.

Weighting

Pass/Fail

Minimum mark or grade

This assessment task is a PASS/FAIL assessment task. You must pass this assessment task to be eligible to pass this unit.

Assessment Criteria

Online Content Quizzes will assess your knowledge and understanding of the following:

- Workplace health and safety
- Infection prevention and control policies and procedures
- Communicate and work in health or community services
- Maintain a high standard of service
- Interpret and apply medical terminology
- Recognise healthy body systems
- Assist with movement
- Assist with an allied health program
- Work with diverse people
- Aboriginal and/or Torres Strait Islander cultural safety

You must score 100% to pass a quiz. You will be given unlimited time and attempts to complete each quiz.

You must pass this assessment task to be eligible to pass this unit.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Learning Outcomes Assessed

- Demonstrate knowledge, skills and competencies typical of an Allied Health Assistant
- Develop a portfolio of evidence relevant for the attainment of the vocational award of Certificate III in Allied Health Assistance.

2 Case Study

Assessment Type

Case Study

Task Description

This case study assessment task presents you with a series of clients that you would be required to care for and manage during a typical day as an Allied Health Assistant. After reading through each client care plan, you will be required to answer questions pertaining to your role as an Allied Health Assistant. This assessment task draws on content from modules 1-8 of this unit. As such, it would be of benefit to you to complete this assessment task as you work through the content of each module.

Assessment Due Date

Week 7 Friday (5 Jan 2024) 5:00 pm AEST

Return Date to Students

Week 8 Friday (12 Jan 2024)

Results will be available within five (5) working days.

Weighting

Pass/Fail

Minimum mark or grade

This assessment task is a PASS/FAIL assessment task. You must pass this assessment task to be eligible to pass this unit.

Assessment Criteria

Case Study Assessment Task will assess your knowledge and understanding of the following:

- Workplace health and safety
- Infection prevention and control policies and procedures
- Maintain a high standard of service
- Recognise healthy body systems
- Assist with movement
- Assist with an allied health program
- Aboriginal and/or Torres Strait Islander cultural safety

You must pass this assessment task to be eligible to pass this unit.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Learning Outcomes Assessed

- Demonstrate knowledge, skills and competencies typical of an Allied Health Assistant
- Reflect upon the scope of practice of an Allied Health Assistant
- Develop a portfolio of evidence relevant for the attainment of the vocational award of Certificate III in Allied Health Assistance.

3 Practical Assessment

Assessment Type

Practical Assessment

Task Description

You must attend a compulsory three (3) day Residential School where you will be required to demonstrate competency across all VET requirements for the Certificate III in Allied Health Assistance.

You will also be required to complete a workbook (Simulated Residential Competency Booklet) whilst attending Residential School. Each competency is clearly described in your Simulated Residential Competency Booklet, including a clear description of each task, the task requirements and the criteria sheet against which the task will be assessed. Residential School will be held from Tuesday 16th to Thursday 18th January 2024 at the Rockhampton (North) campus.

Assessment Due Date

Week 9 Friday (19 Jan 2024) 5:00 pm AEST

Note: your Practical Assessment will be completed whilst you are at the Residential School.

Return Date to Students

Week 10 Friday (26 Jan 2024)

Results will be available within five (5) working days.

Weighting

Pass/Fail

Minimum mark or grade

This assessment task is a PASS/FAIL assessment task. You must pass this assessment task to be eligible to pass this unit.

Assessment Criteria

During Residential School you will complete your Practical Assessment task that will assess your knowledge and understanding of the following:

- Workplace health and safety
- Infection prevention and control policies and procedures
- Assist with movement
- Assist with an allied health program

You must pass this assessment task to be eligible to pass this unit.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Learning Outcomes Assessed

- Behave professionally and ethically within an Allied Health setting
- Demonstrate knowledge, skills and competencies typical of an Allied Health Assistant
- Develop a portfolio of evidence relevant for the attainment of the vocational award of Certificate III in Allied Health Assistance.

4 Professional Practice Placement

Assessment Type

Professional Practice Placement

Task Description

You must undertake and complete 80 hours of professional practice placement (work-integrated learning) within an approved allied health setting. You can not commence your professional practice placement until you attend residential school and pass your practical assessment task.

During your time on placement, you will be required to perform typical duties and tasks of a competent allied health assistant, of which your competence will be assessed. You will also be required to complete your 'Professional Placement Booklet', as a part of this assessment task.

Your professional practice placement requirements and tasks are clearly described in your 'Professional Placement Booklet', including a clear description of placement expectations and requirements, individual task requirements and the criteria sheet against which the tasks will be assessed.

You must pass this assessment task to be eligible to pass this unit.

Assessment Due Date

Professional Placement Booklet is due on or before: Sunday 3rd March 2024, at 5:00 pm AEST.

Return Date to Students

Feedback will be provided within 2 weeks of the date of submission.

Weighting

Pass/Fail

Minimum mark or grade

This assessment task is a PASS/FAIL assessment task. You must pass this assessment task to be eligible to pass this unit.

Assessment Criteria

Professional Practice Placement will assess your knowledge and understanding of the following:

- Infection prevention and control policies and procedures
- Communicate and work in health or community services
- Maintain a high standard of service
- Assist with movement
- Recognise healthy body systems
- Assist with an allied health program
- Work with diverse people

Your completed Professional Placement Booklet MUST be signed off by your placement supervisor prior to submission. It is recommended you seek all outstanding comments / feedback and signatures from your placement supervisor BEFORE leaving the site. Past students have found trying to chase up supervisor signatures difficult and time consuming. You must pass this assessment task to be eligible to pass this unit.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Learning Outcomes Assessed

- Behave professionally and ethically within an Allied Health setting
- Demonstrate knowledge, skills and competencies typical of an Allied Health Assistant
- Reflect upon the scope of practice of an Allied Health Assistant
- Develop a portfolio of evidence relevant for the attainment of the vocational award of Certificate III in Allied Health Assistance.

Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

What can you do to act with integrity?

**Be Honest**

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own

**Seek Help**

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)

**Produce Original Work**

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem