



# ECHO20004 Cardiac Clinical Unit 4

## Term 1 - 2020

Profile information current as at 29/04/2024 04:07 am

All details in this unit profile for ECHO20004 have been officially approved by CQU University 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 graduate clinical unit builds on the skills, knowledge and attitudes developed during the Bachelor of Echocardiography and Cardiac Physiology. You will perform diagnostic cardiac ultrasound and other cardiac assessment and analyse the outcomes to specified levels of competency. You will evaluate clinical findings to formulate a differential diagnosis and initiate further investigation within an ethical framework of best practice and patient safety. Behavioural aspects of professional practice are emphasised and you are expected to reflect on your own performance and exhibit the highest level of safe patient care. Critical appraisal of performance will enable you to advance your professional, technical and analytical skills in a work setting under qualified supervision. You will apply knowledge of patient safety, risk management and quality improvement in health care to undertake a limited clinical audit of a cardiac assessment facility. You will examine reasons for adverse events identified, prioritise action and identify appropriate intervention as part of a quality improvement implementation strategy.

#### Details

Career Level: *Postgraduate*

Unit Level: *Not Applicable*

Credit Points: *18*

Student Contribution Band: *8*

Fraction of Full-Time Student Load: *0.375*

#### Pre-requisites or Co-requisites

Prerequisite ECHO13007 Cardiac Clinical Unit 3 ECHO13007 Cardiac Clinical Unit 3 must have been successfully completed within the last twelve months. Should this time limit have elapsed the student must successfully complete one (or more) technical skill, professional behaviour and diagnostic knowledge-based assessment (s) (after completion of technical skill / knowledge revision). Details of this will be articulated in a learning contract created by the Head of Course or designate.

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 1 - 2020

- 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).

#### 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 18-credit Postgraduate unit at CQUniversity requires an overall time commitment of an average of 37.5 hours of study per week, making a total of 450 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. **Practical Assessment**

Weighting: Pass/Fail

#### 2. **Performance**

Weighting: Pass/Fail

#### 3. **Professional Practice Placement**

Weighting: Pass/Fail

#### 4. **Learning logs / diaries / Journal / log books**

Weighting: Pass/Fail

#### 5. **Case Study**

Weighting: Pass/Fail

#### 6. **Portfolio**

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](#).

## Previous Student Feedback

### Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

#### Feedback from Moodle site and student emails

##### Feedback

Some students struggled with the requirements of the portfolio assessment task.

##### Recommendation

Cardiac specific exemplar will be revised and improved instructions will be created.

#### Feedback from Moodle site and student emails

##### Feedback

Case studies were informative and helped student learning.

##### Recommendation

Case studies will continue to be incorporated into delivery format to support student learning. Case studies will be used to promote discussion of scan protocol, image optimisation and pathology assessment.

## Unit Learning Outcomes

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

1. Perform echocardiographic assessment in the clinical context under supervision
2. Accurately communicate the outcomes of cardiac assessment including consideration of quality assurance
3. Apply professional behaviour consistent with safe practice
4. Analyse, and critically reflect upon, clinical cases involving cardiac ultrasound and other assessment techniques
5. Attend clinical placement as per external accreditation requirements (Australian Sonographer Accreditation Registry)
6. Formulate strategies for improvement based on clinical findings related to quality improvement, risk management and patient safety culture.

Linked to National and International Standards

1. ASAR Accreditation Standards for Cardiac Sonography - critical practice Unit 8 - Cardiac, Foundation units of competence - 1 - 5.
2. European Association of Cardiovascular Imaging Core Syllabus
3. American Registry for Cardiac Sonography Core Syllabus

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
1 - Practical Assessment - 0%	•	•				
2 - Performance - 0%		•	•			
3 - Professional Practice Placement - 0%			•		•	



## Textbooks and Resources

### Textbooks

ECHO20004

#### Prescribed

#### Enhancing Patient Care: A Practical Guide to Improving Quality and Safety in Hospitals

(2009)

Authors: Alan Wolff, Sally Taylor

MJABooks

ISBN: [10] 0977578666 [13] 978097757

Binding: Paperback

#### Additional Textbook Information

Copies can be purchased from the CQUni Bookshop here: <http://bookshop.cqu.edu.au> (search on the Unit code)

[View textbooks at the CQUniversity Bookshop](#)

### 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: [Vancouver](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Shae Cromb** Unit Coordinator

[s.m.cromb@cqu.edu.au](mailto:s.m.cromb@cqu.edu.au)

## Schedule

### Week 1 - 24 Feb 2020

Module/Topic	Chapter	Events and Submissions/Topic
Clinical placement commences 24/02/2019 and concludes 12/06/2019 or as otherwise agreed with the Unit Coordinator/Head of Course.		This clinical unit occurs outside of standard University term dates. Please refer to the unit Moodle site for assessment details and relevant due dates. This unit consists of a sixteen (16) week clinical placement, to a minimum of 640 hours (16 x 40 hours).  Zoom tutorial.

### Week 2 - 02 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Governance.		

### Week 3 - 09 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
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This week is the actual start of Term 1 2020 for CQU.  
Quality Improvement.

Zoom tutorial.

#### **Week 4 - 16 Mar 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Risk Management.		

#### **Week 5 - 23 Mar 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Change Management.		Case study #1 due. (Usually 5pm AEST Friday 27th March 2020. Due dates may differ slightly depending on individual start date of clinical placement).  Zoom tutorial.

#### **Week 6 - 30 Mar 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Safety Culture.		

#### **Week 7 - 06 Apr 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Safe Practice and Ergonomics.		Zoom tutorial.

#### **Week 8 - 13 Apr 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Academic writing and Portfolio Assessment.		Mid Clinical Placement GAPA due. (Usually 5pm AEST Monday 20th April 2020. Due dates may differ slightly depending on individual start date of clinical placement).

#### **Week 9 - 20 Apr 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
LV dysfunction.		Zoom tutorial.

#### **Week 10 - 27 Apr 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
		Case study #2 due. (Usually 5pm AEST Friday 1st May 2020. Due dates may differ slightly depending on individual start date of clinical placement).

#### **Week 11 - 04 May 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
RV dysfunction.		Zoom tutorial.

#### **Week 12 - 11 May 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
		Quality Management Portfolio due. (Usually 5pm AEST Friday 15th May 2020. Due dates may differ slightly depending on individual start date of clinical placement).

#### **Week 13 - 18 May 2020**

<b>Module/Topic</b>	<b>Chapter</b>	<b>Events and Submissions/Topic</b>
Valve stenosis.		Zoom tutorial.

**Week 14 - 25 May 2020**

Module/Topic	Chapter	Events and Submissions/Topic
Revision.		

**Week 15 - 01 Jun 2020**

Module/Topic	Chapter	Events and Submissions/Topic
Valve regurgitation.		Zoom tutorial.

**Week 16 - 08 Jun 2020**

Module/Topic	Chapter	Events and Submissions/Topic
Revision.		Final Clinical Placement GAPA due. (Usually 5pm AEST Monday 15th June 2020. Due dates may differ slightly depending on individual start date of clinical placement).

**Assessment Submission - 15 Jun 2020**

Module/Topic	Chapter	Events and Submissions/Topic
		<b>NOTE: Assessment due dates correspond with the Monday following the last week of clinical placement.</b> In most instances: Final GAPA assessment is due Monday 15th June 2020, 5pm AEST. Practical Assessment is due Monday 15th June 2020, 5pm AEST. Hours of Attendance Log Book is due Monday 15th June 2020, 5pm AEST. Clinical Case Log Book is due Monday 15th June 2020, 5pm AEST. (Due dates may differ slightly depending on individual start date of clinical placement).

## Term Specific Information

The Unit Coordinator for ECHO20004 is Shae Cromb. The preferred method for contacting Shae is via the Q&A forum located on the Moodle site for content related questions. If the query is of a personal nature, please email s.m.cromb@cqu.edu.au, or phone (08) 9260 4053. Shae's work days are: Wednesday, Thursday and Friday and she is based at the Perth Campus.

This clinical unit starts two weeks before the first week of Term 1 (24th February) and consists of a 16 week clinical placement to achieve a minimum 640 hours (16 x 40 hours) of clinical placement. Students must attend the allocated clinical placement for the entirety of each working day, including the last day of placement, unless alternative arrangements have been agreed by both the Unit Coordinator and Clinical Supervisor in writing.

Please note that there are public holidays during this clinical placement. These can be entered as 8 hours on the clinical attendance form and do not need to be 'made up'. If a student is unwell, please advise the Clinical Supervisor and Unit Coordinator as these hours do need to be 'made up'. A medical certificate will be required by the Unit Coordinator. Please advise the Unit Coordinator if there is any need to extend the placement end date in order to complete unit requirements.

Once students have completed the minimum number of hours they are required to continue attending placement until the placement's prescribed finish date unless an alteration to the standard placement block has been approved by the Unit Coordinator, Head of Course and the Clinical Supervisor.

**The required text book for this unit is: Wolff A., Taylor S. 2009 Enhancing Patient Care: A Practical Guide to Improving Quality and Safety in Hospitals.**

Students are expected to revise previous unit content related to the pathological knowledge and practical skills of echocardiography. Students are expected to consult texts regularly to enhance knowledge and understanding during this clinical unit.

Fortnightly tutorials will be held during the term. Specific times and meeting IDs will be posted on the unit Moodle site.

If students are experiencing difficulty meeting unit assessment requirements please contact the Unit Coordinator. This is a pass/fail non-graded unit which means that each individual assessment must be awarded a pass grade in order to pass the unit. All coursework must be submitted by the due date, as there is no opportunity to apply a 5% penalty due to the pass/fail nature of the assessment tasks. Any students who have negotiated to extend placement dates will be eligible for assessment extensions. **Any students who have placement dates which extend past the initial 16 week block must confirm assessment due dates with Unit Coordinator via email.** A student who fails any assessment in a pass/fail course or a pass/fail component of a graded unit will be deemed to have failed that unit.

## Assessment Tasks

### 1 Assessment 1 - Practical Assessment

#### Assessment Type

Practical Assessment

#### Task Description

This assessment task requires the student to demonstrate aptitude and overall practical competence in completing an echocardiogram to the level of 'Advanced Beginner'. A student of advanced beginner competence can complete a scan satisfactorily, as detailed in the assessment criteria, requiring direction some (40% or less) of the time.

This task will be assessed by the student's Clinical Supervisor, or a delegate sonographer, using the Practical Assessment Marking tool provided on the university Moodle site. Students are required to provide a printed copy of this marking sheet to their Clinical Supervisor at the commencement of placement.

#### Students are encouraged to:

- Read the marking sheet carefully, to ensure that they understand the criteria against which their sonographic skill and relevant theoretical knowledge will be evaluated.
- Discuss the best time to complete this assessment with their clinical supervisor, to ensure minimal departmental disruption and sufficient time for task completion.



- Seek detailed feedback from their supervisor post assessment to enable identification of areas requiring improvement.

**Should a student fail this assessment, only one re-attempt will be permitted.**

- Students that fail the first attempt at this assessment, should discuss their strategy for performance improvement with both their assessor and Unit Coordinator.
- Both attempts must be completed prior to the completion of the clinical placement block.

In the absence of an approved extension, students cannot complete this assessment at a later time, and will receive a mark of zero (or fail) for the assessment, if not completed by the scheduled date and time applicable to their placement allocation.

**This is PASS/FAIL assessment. Failure to successfully complete this assessment will result in failure of the unit overall.**

**Assessment Due Date**

Practical assessment is to be uploaded onto the Moodle site the Monday following completion of clinical placement - usually 5pm AEST Monday 15th June 2020.

**Return Date to Students**

Clinical supervisors will provide direct feedback following practical assessment through both verbal conversation and return of the completed marking sheet. Any students who fail the first attempt will be provided additional counsel by the unit coordinator prior to reattempt.

**Weighting**

Pass/Fail

**Minimum mark or grade**

This is a PASS/FAIL assessment. The student is aiming to achieve a level of "Advanced Beginner". To achieve this level, the student must attain a minimum of thirty-six (36) scores of 3 (or higher), and no scores of one (1).

**Assessment Criteria**

This practical assessment is used to evaluate the development of the student's sonographic skill and relevant theoretical knowledge when undertaking an echocardiographic ultrasound examination. **During this clinical placement, students will be scanning real-life patients and will be assessed to an 'Advanced Beginner' level - requiring direction most (40% or less) of the time.**

Clinical supervisors are required to grade their student using criterion provided to evaluate how independent he or she is upon supervisor direction and support. Criteria can be grouped into several main categories. These include:

- Pre-examination tasks and instrumentation (including patient identification checks, consent and appropriate professional communication)
- Scanning technique (including two-dimensional, colour and spectral Doppler optimisation, and appropriate exam extension or modification)
- Measurement technique
- Documentation (digital image storage and labelling)
- Post-examination tasks (including worksheet completion and interpretation)
- Additional tasks (incorporating ergonomics, manual handling techniques, infection control, ethical and legal requirements)

**The Clinical Supervisor is required to evaluate multiple questions under each criterion grouping on the Practical Marking Tool. The Clinical Supervisor will grade each criterion question with a score out of 4. A score of 1 indicates that the student needs constant direction and advice, whilst a score of 4 indicates largely independent practice, requiring direction or prompting only on complex or unusual cases.**

This assessment must be conducted before the end of the 16 week clinical placement. As the student is permitted two attempts to complete this assessment, it is recommended that the first attempt takes place in the 14th week of the 16 week placement.

**Referencing Style**

- [Vancouver](#)

## Submission

Online

## Submission Instructions

Students are to submit their practical assessment online via Moodle. The Clinical Supervisor must complete and sign the assessment form before submission.

## Learning Outcomes Assessed

- Perform echocardiographic assessment in the clinical context under supervision
- Accurately communicate the outcomes of cardiac assessment including consideration of quality assurance

## Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Self-management
- Ethical and Professional Responsibility

## 2 Assessment 2 - Global Assessments of Professional Attributes (GAPA)

### Assessment Type

Performance

### Task Description

Clinical sites mention professional behaviour, particularly team work and empathy, as paramount in their decision to employ a sonographer. This assessment considers the ability of the student to communicate professionally with a diverse cultural audience of patients, staff and the general public, demonstrate professional respect for all, and function as a reliable, well organised member of the health team.

The Clinical Supervisor, or delegate, will be working in the echocardiography lab with the student, directly observing day-to-day performance. These observations and collective feedback will relate to the student's demonstration of knowledge, skills and behaviours over a span of time, not limited to a particular scan type or patient case. The observations and feedback are then used to complete the Global Assessment of Professional Attributes (GAPA) form.

### There are three main sections to the GAPA form:

- Section 1: Initiative and Communication
- Section 2: Responsibility and Demeanour
- Section 3: Overall Technical Knowledge and Skill

In each section there are multiple observable behaviours that the student is required to demonstrate throughout the placement. The assessor will score the performance of the student based on how frequently, and to what extent, each of the listed behaviours are demonstrated. The assessor is also encouraged to provide comments to expand on the scoring feedback.

**This assessment is performed TWICE during the placement - at the midpoint (week 8) and at the completion (week 16).** The student is expected to use feedback provided after the first GAPA to:

- Reflect on their performance.
- Develop an action plan to address any areas of performance that are not yet at the target level for this placement.
- Use the remaining weeks to achieve those targets.

**Occasionally student behaviour is beyond acceptable risk to clinical sites. Clinical Supervisors will contact CQUniversity academics immediately when this occurs. A GAPA assessment is requested at this time (which could be at any time during the placement). If the outcome of this GAPA is a FAIL grade, and/or the site feedback indicates that they can no longer host the student due to the risk incurred, then this fail grade in the GAPA assessment, will constitute a fail of ECHO20004. Where such risk exists, clinical placement will terminate immediately.**

**Clinical sites may prematurely terminate a clinical placement if student skill progression is deemed insufficient despite documented constructive feedback, significant support and intervention.** Prior to

confirmation of clinical placement termination, extensive consultation in conjunction with both the university designated Unit Coordinator and student involved would occur.

### **Assessment Due Date**

First GAPA assessment occurs in Week 8 of clinical placement and is due Monday Week 9 of clinical placement - usually 20th April 2020, 5pm AEST. The second GAPA assessment occurs toward the end of Week 16 (the final week of the placement) and is due at the end of clinical placement - usually Monday 15th June 2020 by 5pm AEST.

### **Return Date to Students**

Feedback will be provided to students within two weeks of submission

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

This is a PASS/FAIL assessment item. To PASS, on the final GAPA the student must receive an overall score of thirty-two (32) marks or more, from a potential of forty-four (44) marks, and additionally is not permitted any scores of zero (0).

### **Assessment Criteria**

In each section of the GAPA, there are multiple observable behaviours that a student is required to demonstrate throughout placement.

### **The GAPA is used to assess behavioural attributes including:**

- Section 1: Initiative and Communication
- Section 2: Responsibility and Demeanour
- Section 3: Overall Technical Knowledge and Skill

The assessor will score clinical performance based on how frequently and to what extent each of the listed behaviours are demonstrated. The Clinical Supervisor will allocate a score of 0,1 or 2.

- A score of 0 indicates that the student does not demonstrate this behavioural attribute, or demonstrates it in an unacceptable manner.
- A score of 1 indicates that the student demonstrates this behaviour attribute, but needs some improvement.
- A score of 2 indicates that the student consistently demonstrates this behaviour attribute (>70% of the time) to a high level.

The assessor is also encouraged to provide comments to expand on the scoring feedback.

This assessment occurs twice during the placement. **The first GAPA occurs at the mid-placement point, during Week 8.**

**If minimum scores in the mid-placement GAPA are not met, a student will be regarded as a 'Student at Risk' of failing the clinical unit overall.**

- The Unit Coordinator will contact the student to advise of the risk of failing ECHO20004 and provide formative feedback via email. The student is required to respond to this email to show they understand the implications of this information.
- The student must reflect on their performance and the feedback provided, and develop an action plan to address any areas of performance that are not yet at the target level for this placement, and use the remaining weeks to achieve those targets.
- Review of the student's progress will be completed a short time after the mid placement GAPA, at any time as requested by your Clinical Supervisor or Unit Coordinator.

**If behavioural attributes within any section of the GAPA are deemed a 'patient safety risk', student placement may be cancelled immediately, prior to completion of the allocated clinical placement block.**

**The second assessment occurs during week 16 of clinical placement.** The end-of-placement GAPA assessment is summative. For any behaviour that the student scores well on at the mid-placement assessment, it is expected they will continue to meet that level of performance or surpass it for the rest of the placement.

**Unsatisfactory scores obtained at the second GAPA attempt, will result in a FAIL grade for ECHO20004 overall.**

Failure of this clinical unit will require the student to meet with the Head of Course to discuss the instigation of an individual learning contract with a view to remedying scanning skills, technical issues and/or behavioural issues. The learning contract will detail learning objectives, available learning resources, strategies and methods which will be used to assess your progress. This will likely involve scanning skills labs for tuition and assessment on a regular basis.

### Referencing Style

- [Vancouver](#)

### Submission

Online

### Submission Instructions

Two separate online submissions of the completed form via Moodle at the end of week 8 (submit Monday Week 9) and week 16 (submit Monday Week 17) of your clinical placement.

### Learning Outcomes Assessed

- Accurately communicate the outcomes of cardiac assessment including consideration of quality assurance
- Apply professional behaviour consistent with safe practice

### Graduate Attributes

- Knowledge
- Communication
- Self-management
- Ethical and Professional Responsibility
- Leadership

## 3 Assessment 3 - Hours of Attendance Log Book

### Assessment Type

Professional Practice Placement

### Task Description

**To pass this assessment students must achieve a minimum of 640 hours (16 X 40 hours) of direct echocardiography observance/participation approved by an ASAR registered Clinical Supervisor or appropriately qualified medical practitioner.**

All hours worked must be entered into the Clinical Attendance Log Book. This form must be signed by the Clinical Supervisor, or a sonographer delegated this task by the Clinical Supervisor. The Clinical Attendance Log Book form is available on the Moodle site. Students are advised to print this form and read it carefully so they understand the criteria against which their clinical attendance will be evaluated. Students must not organise holidays, recreational leave or personal appointments during clinical placement periods.

Students are to notify the clinical placement site prior to their scheduled start time if they will be late arriving to the clinical placement site for any individual day throughout the clinical placement. Students who are absent from clinical placement due to sickness must phone their Clinical Supervisor and email their Unit Coordinator prior to their scheduled start time for that day. For all absences, students must provide the Clinical Supervisor and Unit Coordinator with a medical certificate or statutory declaration. Any clinical placement hours lost to sickness must be made up.

Students who are absent from clinical placement due to injury must phone their Clinical Supervisor and email their Unit Coordinator prior to their scheduled start time for that day. Any injury that occurs while on placement must be reported immediately to your Clinical Supervisor and Unit Coordinator. Medical clearance may be required before returning to placement. For more information on this, including fitness to practice, please refer to the Clinical Placement Attendance Guidelines on the unit Moodle site. Any clinical placement hours missed due to injury must be made up.

Public holidays recognised by CQUniversity are outlined on the academic calendar. When a public holiday falls during a clinical placement block, public holiday dates can be entered as 8 hours for each day into the Attendance Log Book and hours are not required to be made up. If a designated University student vacation period coincides with the clinical placement period, students are expected to attend during this time. Students must be aware that the attendance of clinical placement takes precedence over any personal work commitments as related to absenteeism.

**Any days absent from the clinical site must be appropriately documented.**

### Hours Outside of Clinical Placement

Students are permitted to supplement up to 25% of required unit hours from outside of clinical placement. These hours must be documented within three (3) months prior to unit enrolment for approval by the Unit Coordinator. Outside of hours placement may only be used in the event of sickness or injury and may not be utilised for personal leave requests. Supplementary hours outside of clinical placement must be verified (signed) by an ASAR accredited sonographer or

appropriately qualified medical practitioner. Details of either the student's insurance, or employment, must be entered onto the outside clinical placement attendance form.

At the end of the scheduled 16 weeks of placement, if a student has not met the 100% attendance requirement AND does not have documented justifiable grounds for absenteeism, the student will be provided additional scheduled time to make up the time they have missed. (This scheduled make-up time may not immediately follow the scheduled 16 week placement, and/or may not be at the same placement site, depending on clinical availability).

At the end of the scheduled 16 weeks of placement, if a student has not met the 100% attendance requirement AND does not have documented justifiable grounds for the absence, they will score a 'FAIL' for this assessment item.

### **Assessment Due Date**

Hours of Attendance Log Book is due on the Monday following your final week of placement - usually 5pm AEST on 15th June 2020.

### **Return Date to Students**

Feedback will be given within 2 weeks of submission.

### **Weighting**

Pass/Fail

### **Assessment Criteria**

In order to achieve an overall grade of 'PASS' in this assessment task, a student must:

1. Meet the minimum number of hours required on the attendance form.
2. Ensure the documentation is complete.
3. Submit the requested documentation via the unit Moodle site by the published due date.

### **Referencing Style**

- [Vancouver](#)

### **Submission**

Online

### **Submission Instructions**

Clinical Attendance Forms must be submitted by the Monday following end of clinical placement via Moodle - usually Monday 15th June 2020 by 5pm AEST.

### **Learning Outcomes Assessed**

- Apply professional behaviour consistent with safe practice
- Attend clinical placement as per external accreditation requirements (Australian Sonographer Accreditation Registry)

### **Graduate Attributes**

- Communication
- Self-management
- Ethical and Professional Responsibility

## **4 Assessment 4 - Clinical Case Log Book**

### **Assessment Type**

Learning logs / diaries / Journal / log books

### **Task Description**

The Clinical Case Logbook is a document designed to track clinical experience. This logbook documents all observed, partially or fully completed echocardiography cases that a student is exposed to during clinical placement. The Clinical Case Logbook will also incorporate details of case exposure obtained during any hours of attendance submitted from 'outside of clinical placement'.

### **Maintenance of a Clinical Case Log Book helps to ensure that:**

- a) an acceptable volume of clinical work is achieved
- b) exposure to a reasonable case variety is achieved
- c) key practical skills are developing

### **The Clinical Case Logbook incorporates the following data:**

1. Cover page(s) which present two tables summing the weekly cumulative case volume under descriptive headings. Summative tally is based on the actual scan findings, NOT the referral indications.
2. The date of each examination.
3. Allocation of a unique identifier for each patient to ensure anonymity.
4. Referral indications
5. Type of echocardiogram performed (i.e. Adult, Paediatric, Stress/Dobutamine, TOE)
6. Student level of scan participation (Observed, partially, or fully completed examination)
7. Case Findings

The Clinical Case Logbook entries must be signed by the Clinical Supervisor or appropriately qualified medical practitioner.

### **Assessment Due Date**

Monday following the completion of your clinical placement - usually Monday 15th June 2020 by 5pm AEST. Any students whose clinical placement dates have been negotiated to extend beyond these due dates will be eligible to apply for an extension to the Unit Coordinator.

### **Return Date to Students**

Feedback will be provided within two weeks of submission.

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

This is a PASS/FAIL assessment item. You must pass this assessment to pass this unit.

### **Assessment Criteria**

The Clinical Case Logbook serves as a record of the depth and breadth of experience you attained during the placement. It demonstrates the degree of progression of your skill development within and across examination types. It is recommended that students should analyse this record at regular intervals to assist in the formulation of learning goals that will support achievement of the unit outcomes.

**During this clinical placement, a student must observe or partially or fully complete a minimum of 320 echocardiograms (minimum of 4 echocardiograms per day).** Students are advised to ensure they are gaining experience under each of the different categories.

The Logbook must be signed by the Clinical Supervisor or echocardiographer delegated by the Clinical Supervisor.

### **In order to achieve an overall grade of PASS in this assessment task, students must:**

1. Accurately record all studies in the Clinical Case Log Book.
2. Ensure the documentation is complete.
3. Submit the requested documentation via the unit Moodle site by the published due date.

### **Referencing Style**

- [Vancouver](#)

### **Submission**

Online

### **Submission Instructions**

The Clinical Case Log Book is to be submitted online via the Moodle site.

### **Learning Outcomes Assessed**

- Perform echocardiographic assessment in the clinical context under supervision
- Analyse, and critically reflect upon, clinical cases involving cardiac ultrasound and other assessment techniques

### **Graduate Attributes**

- Knowledge
- Self-management

## **5 Assessment 5 - Case Studies**

### **Assessment Type**

Case Study

## Task Description

**Students are required to submit two (2) case studies during this clinical placement.** The images of the case study must be partially or fully completed by the submitting student and any images obtained by the Clinical Supervisor must be clearly identified on the images submitted.

**The case studies must be from each of the following categories:**

### 1. Ventricular function

### 2. Valve regurgitation

The purpose of these case studies is to:

- Provide the Unit Coordinator with an opportunity to evaluate student technical performance
- Facilitate the continuing development of student clinical reasoning to ensure exposure to a variety of cases
- Encourage reflection and self improvement of technical and research skills and assessment strategies

Each case study must include the following:

- Clinical indications for the examination
- Details of expected echo findings based on clinical indications
- Patient care considerations
- Brief discussion of any previous imaging or medical testing available
- Explanation of any variations in scanning protocol used
- Identification of study limitations (imaging or measuring)
- Detailed description of study findings and pathologies identified, including grading of severity in accordance with ASE guidelines
- Discussion of aetiology and pathophysiology
- Discussion of any appropriate additional investigations (eg transoesophageal echocardiography, left or right heart catheterisation/angiography, MRI, CTCA) including how this could influence patient management
- Brief explanation of likely or expected disease progression and patient management (including any follow up if available)

### Image submission:

The anonymised provisional or final echocardiographic report should be included as an appendix to the case study.

The **echocardiographic case study presented must be accompanied by the submission of de-identified DICOM images.** All clinical information must be de-identified to protect patient privacy and confidentiality. Maintenance of patient confidentiality must be adhered throughout both practical and written components of the case study. Relevant details for submission of DICOM images can be located on the Moodle site. If all attempts to de-identify the echocardiography images have failed, the student must request permission from the patient to provide their images to CQUniversity for educational purposes. The patient must provide written consent by completing the form provided on the unit Moodle site. This patient consent form must be submitted with the case study.

The de-identified DICOM images must be submitted to the Unit Coordinator. Upload and share via a google drive folder link.

### Word count:

1200-1500 words. Word count does not include headings or references, but does include diagram explanations and labelling. Marks will be deducted if the word count is under/over the word limit as per the marking rubric.

### Referencing:

Vancouver. Minimum 8 peer reviewed journal articles/relevant text books must be cited. Literature titles must be current (<5 years of age), except seminal works.

### Assessment Due Date

First case study is due Friday of Week 5 of clinical placement - usually 5pm AEST on Friday 27th March 2020. Second case study due Friday of Week 10 of clinical placement - usually 5pm AEST on Friday 1st May.

### Return Date to Students

Feedback will be provided within 2 weeks of submission.

### Weighting

Pass/Fail

### **Minimum mark or grade**

The imaging component is a PASS/FAIL assessment item. Minimum pass mark 50% for the written component. You must pass this assessment to pass this unit.

### **Assessment Criteria**

Case study submissions will be evaluated using the marking rubric available on the Moodle site.

The rubric will assess the following items:

- Diagnostic quality of the examination
- Scan technique and study protocol applied by student
- Image optimisation and appropriate image selection to assess presenting pathology
- Measurement technique
- Self critique of examination by student
- Discussion of findings and pathology presented with reference to relevant literature and current guidelines
- Appropriate use of terminology throughout
- Presentation style consistent with scientific discussion

The word count for the written component is strictly 1200-1500 words. Marks will be deducted if the word count is under/over the word limit as per the marking rubric.

The case study must be referenced using Vancouver referencing style. Support material for the Vancouver Referencing System is available on the Moodle site.

Students must pass this assessment to pass the course:

- **The pass mark for the written component of the case study is 60%.**
- **The imaging component of the case study is a PASS/FAIL submission. Case studies submitted without accompanying DICOM images will not be marked.**

Case studies that do not achieve a pass grade will be returned to the student with appropriate feedback. Students are permitted one re-submission opportunity for each case study (imaging component and/or written component as required). Any re-submission attempt is required within two (2) weeks of receiving feedback.

### **Referencing Style**

- [Vancouver](#)

### **Submission**

Online

### **Submission Instructions**

Submission is to be uploaded to the Moodle site as a word document (doc., docx., not write protected) through the unit Moodle site so it is processed by Turnitin.

### **Learning Outcomes Assessed**

- Analyse, and critically reflect upon, clinical cases involving cardiac ultrasound and other assessment techniques

### **Graduate Attributes**

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility
- Leadership

## **6 Assessment 6 - Portfolio**

### **Assessment Type**

Portfolio

### **Task Description**

Undertaking a clinical audit, as part of a quality management process, occurs in all imaging practices on a cyclical basis. Successful completion of this assessment is a course requirement of the Australian Sonographers Accreditation Registry (ASAR).



In this assessment, students will complete a small part of a clinical audit. **Students will prepare a 2000 word (+/- 10%) report about quality management in a cardiac imaging workplace.** This will include:

- Identifying adverse events
- Identifying contributing factors, near misses or potential adverse events
- Suggesting recommendations for quality improvement

Students will complete a report on actual or possible adverse events, near-misses, quality management factors, risk assessment and patient safety in a Cardiac Imaging Department. Responses can include a student's or colleague's experiences or observations in any clinical echocardiography environment.

This assessment task involves completing a series of tasks. These tasks include:

1. Describe problems in the echocardiography environment and identify contributory factors.

a. List 5 (five) adverse events from within a clinical echocardiography department and describe two (2) in depth. Identify these from personal observations, oral recollections by colleagues or written accounts. For example, not correctly identifying the patient.

b. Identify contributory factors: Complete a Fishbone diagram for one adverse event from part 1a. In the Fishbone diagram, the student must identify the root cause(s) of this event. This information will enable construction of a strategy of prevention or minimization.

A completed example of a Fishbone diagram is on the unit Moodle site for guidance.

2. Developing a model action plan for change to improve care is time and work intensive.

It requires a framework for quality task force participants to follow without skipping steps. One such problem-solving model is the FADE method of effective problem solving (Krasker et al. 1992). Analyse one adverse event described in question 1 using part of the FADE method (focus, analyse, develop and execute) of effective problem solving.

Details of the FADE method are on the unit Moodle site. Note: Students are not required to undertake the 'execute' part of the FADE method.

The recommended text is a key source of information for this task.

3. Complete quality management tasks (a-e) below about one (1) of the adverse events identified in part 1 (this may differ from the event analysed in 2).

- a. Management causation scale, describe whether medical management rather than disease process caused an adverse event.
- b. Medical management analysis severity scale, to rate the severity and preventability of an adverse event.
- c. An error cause scale.
- d. Assessment of the preventability of adverse errors.
- e. What further action would be recommended?

The recommended text is a key source of information for this task.

4. Complete a risk assessment matrix for ten (10) possible hazards in the clinical workplace.

This will involve describing ten possible hazards and the risk(s) associated with each hazard. Complete an evaluation of each risk using a risk matrix/register and evaluate precautions likely to reduce consequences and /or likelihood of a recurrence.

Further details are on the unit Moodle site.

5. Measure and evaluate the patient safety culture in the clinical workplace using the Manchester Patient Safety Framework Evaluation Sheets.

Students are advised to work with a partner in the clinical workplace setting to complete this task. Submit the completed Manchester Patient Safety Framework Evaluation Sheets and produce a brief written discussion of your results.

**The final report will include:**

- Cover page

- **Contents page**
- **Data presented in figures, tables or diagrams**
- **Discussion of results, or further action, for some tasks**
- **Short directive paragraphs and objective language**

An introduction and conclusion is not required. Recommendations for improvement will relate to specific sections of the portfolio.

Many of these require understanding of quality management terminology and concepts to explain your experiences and recommendations. Explanations of terminology and the relevance of various findings are in the prescribed text. This text includes worked examples of many of the required tasks.

Other exemplars and resources have been provided on the unit Moodle site.

### **Assessment Due Date**

Due Friday of Week 12 of clinical placement - usually 5pm AEST on 15th May 2020.

### **Return Date to Students**

Feedback will be provided within two weeks of submission.

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

Minimum PASS mark is 50%.

### **Assessment Criteria**

Your assessment will be evaluated using the following criteria:

- Production of a complete, informative quality management portfolio.
- Informed rationale for choices made.
- Application of concepts to analysis of events, observations and data collected.
- Proposal of relevant, feasible plans for improvement.
- Explicit organisation in a logical way, including use of appropriate titles, headings and sub-headings.
- Relevancy and prioritisation of content.
- Application of concepts and correct use of terminology.
- Information supported by credible, up to date references correctly cited.
- Correct labeling of legible diagrams, tables and graphics appropriately cited.
- Correct use of terminology of quality practice.
- Critical analysis, and application of relevant theory to data collected.
- Accurate completion of quality improvement tools.
- Correct grammar and spelling.
- Adherence to the word limit.
- Use of footers with student/ assessment name & number and page number on each page.
- Legible font 12 pt.
- Marking rubric available on your unit Moodle site.

### **Please note:**

- **Assessment length should be 2000 (+/-10%) words, excluding references (including in-text), diagrams, tables, graphics and completed quality improvement tools.**
- **Diagrams must be cited/referenced.**
- **The list of references should be contained at the end of the assessment.**
- **Use the Vancouver referencing system.**

**Portfolios that do not achieve a pass grade will be returned to the student with appropriate feedback. Students are permitted one re-submission opportunity. Any re-submission attempt is required within two (2) weeks of receiving feedback.**

### **Referencing Style**

- [Vancouver](#)

### **Submission**

Online

### **Submission Instructions**

Portfolio is to be submitted as a word document (doc., docx., not write protected) through the unit Moodle site so it is processed by Turnitin.

### **Learning Outcomes Assessed**

- Formulate strategies for improvement based on clinical findings related to quality improvement, risk management and patient safety culture.

### **Graduate Attributes**

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility

## 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