

Profile information current as at 24/04/2024 12:23 am

All details in this unit profile for MEDI11005 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 provides you with the foundation knowledge and skills that you will need to provide safe and effective patient care as a student health practitioner. You will be introduced to medico-legal and ethical responsibilities of a medical radiation practitioner. You will be able to integrate the physical, mental and psychosocial aspects of care to provide a holistic approach to interacting with and caring for patients. You will be able to apply infection control and manual handling techniques and conduct basic patient assessments. You will be introduced to common medical emergencies that may occur in the medical imaging clinical environment.

#### **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

Enrollment in CG92 Bachelor of Medical Imaging course.

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 <u>Assessment Policy and Procedure (Higher Education Coursework)</u>.

# Offerings For Term 2 - 2023

- Mackay
- 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 <u>Residential School Timetable</u>.

#### 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. Laboratory/Practical

Weighting: Pass/Fail 2. **Online Test** Weighting: 40% 3. **Online Test** Weighting: 60%

# Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the <u>University's Grades and Results Policy</u> for more details of interim results and final grades.

# **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 <u>CQUniversity Policy site</u>.

# **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 Unit coordinator reflection.

#### **Feedback**

The combination of same day on-campus tutorials and lab activities encouraged high student engagement from on-campus students.

#### Recommendation

Where possible, continue to timetable on campus tutorials and lab activities on the same day.

## Feedback from Student feedback

#### **Feedback**

Distance students maintained high engagement with the weekly online tutorials due to the back to back timing with MEDI11001 tutorial.

#### Recommendation

Request for 2023 timetabling to schedule distance student tutorials on same half-day as MEDI11001 unit.

# **Unit Learning Outcomes**

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

- 1. Discuss the medicolegal aspects of practice of a diagnostic radiographer
- 2. Apply best practices in infection control procedures and manual handling
- 3. Employ communication strategies that are empathetic, effective and tailored to the patient's circumstances
- 4. Respond within your scope of practice to changes in a patient's condition
- 5. Discuss basic concepts of pharmacokinetics and drug administration.

This unit links at an introductory level to the following professional capabilities of the medical radiation practitioner as detailed by the Medical Radiation Practice Board of Australia:

# Domain 1:

- Capability 5 Assess the patient's/client's capacity to receive care.
- Capability 7 Deliver patient/client care
- Capability 8 Apply knowledge of safe and effective use of medicines

## Domain 2:

- Capability 1 Practice in an ethical and professional manner consistent with relevant legislation and regulatory requirements
- Capability 2 Provide each patient/client with dignity and care

## Domain 3:

- Capability 1 Communicate clearly, sensitively and effectively with the patient/client and their family or carers
- Capability 2 Collaborate with other health practitioners

#### Domain 5:

Capability 2 Protect and enhance patient/client safety

N/A Level Introductory Level Intermediate Level	Graduate Level	Professiona Level	• Adva		d			
Alignment of Assessment Tasks	to Learn	ing Outco	mes					
Assessment Tasks	ssessment Tasks Learning Outcomes							
			1	2		3	4	5
1 - Laboratory/Practical - 0%				•		•	•	
2 - Online Test - 40%			•	•		•	•	
3 - Online Test - 60%			•	•		•	•	•
Alignment of Graduate Attribute	es to Lea	rning Out	comes					
Graduate Attributes			Le	Learning Outcomes				
			1		2	3	4	5
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 Islande	r Cultures							

Alignment of Learning Outcomes, Assessment and Graduate Attributes

# 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: <u>Vancouver</u> For further information, see the Assessment Tasks.

# **Teaching Contacts**

Tracey Milsom Unit Coordinator t.l.milsom@cqu.edu.au Sarah Wooldridge Unit Coordinator s.wooldridge@cqu.edu.au

# Schedule

Week 1 - 10 Jul 2023		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Unit Introduction and Holistic Care of the Patient	See Moodle unit resources and links	One hour tutorial
Communication with Patients		
Week 2 and 3 - 17 Jul 2023		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
		One hour tutorial in both Week 2 and 3
Infection Control	See Moodle unit resources and links	Lab Induction for internal students Week 2 Tuesday 11:30am-12:00pm
		Communication and Handwashing Lab (internal students only) Week 3 only
Week 4 - 31 Jul 2023		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
		One hour tutorial
First Aid for Medical Radiation Practitioners	See Moodle unit resources and links	Infection Control Lab (internal students only)
Week 5 - 07 Aug 2023		
Module/Topic	Chapter	Events and Submissions/Topic

Patient Monitoring  Vacation Week - 14 Aug 2023	See Moodle unit resources and links	One hour tutorial  Patient Monitoring Lab (internal students only)
Module/Topic	Chapter	Events and Submissions/Topic
Week 6 - 21 Aug 2023		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b> One hour tutorial
Safe Moving and Handling of Patients	See Moodle unit resources and links	Patient Transfers Lab (internal students only)
Week 7 - 28 Aug 2023		
Module/Topic	Chapter	Events and Submissions/Topic
		One hour tutorial
Safe Moving and Handling of Patients (Dependent Patients)	See Moodle unit resources and links	Practical Assessment Lab (internal students only)
Week 8 - 04 Sep 2023		
Module/Topic	Chapter	Events and Submissions/Topic
		One hour tutorial
Patient Attachments	See Moodle unit resources and links	Week 8 Residential School A (Thursday) including Practical Assessment for Res School A Students
		Mid Term Online Test Due: Week 8 Monday (4 Sept 2023) 8:00 pm AEST
Week 9 and 10 - 11 Sep 2023		
Module/Topic	Chapter	Events and Submissions/Topic
		One hour tutorial week 10 only
Medico-legal Issues in Medical Imaging		One week of content completed over two weeks
	See Moodle unit resources and links	Week 9 Residential School B (Tuesday) including Practical Assessment for Res School B Students
		Week 9 Residential School C (Thursday) including Practical Assessment for Res School C Students
		Week 10 Residential School D (Thursday) including Practical Assessment for Res School D Students
Week 11 - 25 Sep 2023		
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>
Pharmacology in Medical Imaging	See Moodle unit resources and links	One hour tutorial
Week 12 - 02 Oct 2023		
Module/Topic	Chapter	Events and Submissions/Topic
		One hour tutorial
Consolidation of Knowledge		Final Online Test Due: Week 12 Friday (6 Oct 2023) 1:00 pm AEST

Review Week/Exam Week - 09 Oct 2023					
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>			
Exam Week - 16 Oct 2023					
Module/Topic	Chapter	<b>Events and Submissions/Topic</b>			

# **Term Specific Information**

MEDI11005 is a 6-credit point unit, which means you should plan to spend about 10-12 hours per week studying the unit content. For each week, a suggested breakdown of your time would be:

- Watching recorded lectures and note taking: 2 hours
- Tutorial preparation and attendance: 1.5 hours
- Textbook Reading (and note taking): 1-2 hours
- Other reading/learning activities: 1-2 hours
- Working on your own study notes: 1-2 hours
- Working through end-of-chapter revision questions from your textbook: 1 hour
- Revision and test preparation: 2 hours

Labs or Residential School (attendance is compulsory):

MIX mode students MUST attend either Residential School A, B, C or D.

- Residential school A (for MIX mode students): 8:45am-5pm on 7/09/2023 or
- Residential School B (for MIX mode students) 8:45am-5pm on 12/09/2023 or
- Residential School C (for MIX mode students) 8:45am-5pm on 14/09/2023 or
- Residential School D (for MIX mode students) 8:45am-5pm on 21/09/2023

Labs (internal students only): 1.5 hours each in Weeks 3,4,5,6 and 7

The lab sessions (or residential school) provide you with the hands-on experience and guided instruction to develop the skills you will need for your Practical Assessment. When attending lab sessions, you will be required to adhere to all occupational health and safety requirements related to the use of the Science and Medical Imaging laboratories, including completion of the mandatory lab induction prior to your first session. You are required to adhere to the Medical Imaging Dress Code for all practical lab sessions. You will need to order your shirt online through university bookshop: <a href="https://bookshop.cgu.edu.au/details.asp?ITEMNO=1110000098262">https://bookshop.cgu.edu.au/details.asp?ITEMNO=1110000098262</a>

Tutorials are interactive sessions where your participation enables you to check your understanding of and your ability to apply the week's concepts. Your regular participation strongly supports your success in the unit. While online tutorials will be recorded, these recordings are not intended to replace your active participation in live sessions.

This unit helps you develop the knowledge, skills and behaviours to deliver safe and high quality care in compliance with the Australian Government's National Safety and Quality in Health Service (NSQHS) Standards, specifically:

- Clinical Governance (regarding actions related to the role of leaders and others in safety and quality.)
- Partnering with Consumers (regarding actions related to treating patients with dignity and respect, sharing information with them, encouraging participation and collaboration in healthcare processes)
- Preventing and Controlling Infections (regarding actions related to the use of infection control systems and processes to reduce the risk to patients and the workforce)
- Medication Safety (regarding actions related to the handling, administration and monitoring of medication and documentation of patient information related to medication use)
- Comprehensive Care (regarding actions related to the coordinated delivery of health care and the identification and management of risks to the patient)
- Communicating for Safety (regarding actions related to effective communication with the patient and other health practitioners to support the delivery of continuous and safe care for patients, including effective handover and effective communication and documentation of critical information)
- Recognising and Responding to Acute Deterioration Standard (regarding actions related to the monitoring of patients, detection of changes, recognition of indicators of deterioration, response to deterioration in provision of care and communication to other health practitioners)

# **Assessment Tasks**

## 1 Practical Assessment

#### **Assessment Type**

Laboratory/Practical

#### **Task Description**

You are required to observe, practice and demonstrate patient care techniques and skills during internal practical labs or residential school. Attendance at the labs is compulsory in order for you to develop skills in the full range of patient care skills covered in these sessions. You must attend and participate in all sessions at the class times for which you register. If you are an internal student you must register for one of the lab groups, for which there are five timetabled sessions during the term. If you are studying by MIX mode, you must register for one of the available one-day residential schools.

While there are sufficient spaces in internal labs and residential school classes for all students enrolled in each mode of study, space is limited for each timetabled option to support effective small group learning. You are encouraged to register early so that you can arrange personal commitments in order to attend your session(s).

All practical sessions take place in designated laboratory and/or clinical simulation learning spaces on campus. For all lab and residential school sessions, you are required to wear the Medical Imaging clinical uniform and wear shoes that meet Occupational Health and Safety requirements. You will also need to complete all inductions prior to your first lab session. You will not be allowed into the labs without meeting both requirements.

If you are an internal student, you must submit an assessment extension request for any missed lab class and provide a valid reason with supporting documentation for the absence. It will be necessary to make up the lab at a time to be arranged by the unit coordinator. If you are enrolled in this unit, mixed mode study, there will be no opportunity to reschedule any component of the residential school. You must attend the full residential school during the published dates.

#### Skills demonstration procedure:

You will practice the handwashing task to develop correct technique during the lab session on infection control. For your performance assessment you will demonstrate the correct technique of handwashing while being observed by your instructor. Your performance will be video recorded to enable moderation. As this is a simulation of a clinical procedure, you must perform the task without the use of any notes or other guidance resources. If you do not complete all aspects of the handwashing task to the required level in your first attempt, you will be provided detailed feedback and then given two additional opportunities to demonstrate your skills to the required level. Both of these additional attempts will take place later in the day of your first attempt.

Please note the following advice from the University Assessment Policy and Procedure:

- Students who fail a single assessment task in a pass/fail unit will be deemed to have failed that unit.
- This assessment task must be completed on the specified day and time. In the absence of an approved extension, there will be no opportunity to complete the task after this date.

For the demonstration of skills, the detailed assessment criteria and a scoring rubric will be available on Moodle.

This assessment task activity helps to ensure that you have the knowledge and skills to provide safe and effective care and to be an effective member of the healthcare team in compliance with the Australian Government's National Safety and Quality Health Service (NSQHS) Standards regarding:

Preventing and Controlling Infections Standard Action 3.10a

#### **Assessment Due Date**

Practical assessments for internal students will take place during the final timetabled practical lab session in Week 7. Practical assessments for MIX mode students will take place at the timetabled residential school.

#### **Return Date to Students**

Two weeks after completion

#### Weighting

Pass/Fail

#### Minimum mark or grade

**Pass** 

#### **Assessment Criteria**

In order to pass this practical assessment, you must meet two criteria as detailed in the Task Description:

- Attend all timetabled laboratory classes/residential schools and participate in the skills development activities
- Attain a score of at least 8/10 on the skills demonstration by the third attempt.

#### **Referencing Style**

Vancouver

#### **Submission**

Offline

#### **Learning Outcomes Assessed**

- Apply best practices in infection control procedures and manual handling
- Employ communication strategies that are empathetic, effective and tailored to the patient's circumstances
- Respond within your scope of practice to changes in a patient's condition

# 2 Mid Term Online Test

#### **Assessment Type**

Online Test

#### **Task Description**

You will complete an online Moodle test covering topics from the first 7 weeks of the unit.

Question types may include multiple choice, short answer, definitions, discussions and explanations, with particular focus on underlying theory applied to clinical skills.

The test is scheduled to take place online, on Monday 4th September 2023. The test itself will open at 11am and will close at 8:00pm AEST. You must log on to Moodle during this time period to complete the test. You can only attempt the test once and it must be completed in a single session. You cannot save your answers and return to the test at a later time. The test will run for 60 minutes duration.

To complete the test, ensure that you have arranged to use a computer in good working order with adequate power/charged battery. You are encouraged to save your work at regular intervals during the testing period to avoid losing any typed answers.

This online test is an open-book assessment. It means that during the test you may access your study notes, textbook, the unit Moodle site and/or website. However, the expectation is that you will be familiar with the unit content and concepts. You should not assume you will have time to look up the answer to every question.

Your test responses must be your own work. The rules of academic integrity still apply. You cannot seek assistance or make use of assistance from another person during this test. You may not communicate with any other person during the test (whether verbally, electronically or in writing) for any purpose relating to the test questions or your responses. You may not share the test content with any other person for any reason. At the start of the test you will need to make a declaration that you understand these rules of academic integrity and that you agree to abide by them. Any identified cases of potential collusion will result in a breach of academic integrity case being raised.

This test must be written at the scheduled date and time. There is no provision for a late submission and no late penalty can be applied. In the absence of an approved extension, you cannot complete this assessment at a later time, and you will receive a mark of zero for the assessment if you have not completed it by the scheduled date and time. If you have an approved extension, you will be assigned a new test date and time as soon as possible after the original test date. It is your responsibility to ensure that you can attend at that new assigned date/time. Please see Section 5 of the University's Assessment Policy and Procedure for details regarding Assessment Management, specifically around assessment extension.

This assessment task activity helps to ensure that you have the knowledge and skills to provide safe and effective care and to be an effective member of the healthcare team in compliance with the Australian Government's National Safety and Quality Health Service (NSQHS) Standards regarding:

- Clinical Governance Standard Actions 1.07, 1.08, 1.10, 1.11, 1.12, 1.15, 1.28 & 1.29
- Partnering with Consumers Standard Actions 2.06, 2.07 & 2.08

- Preventing and Controlling Infections Standard Actions 3.01a-b, 3.02a-b, 3.03a-c, 3.04, 3.05a-d, 3.06, 3.07, 3.08, 3.09, 3.10, 3.11a, 3.13a, 3.14d, 3.15 & 3.16a-d
- Comprehensive Care Standard Action 5.01, 5.02, 5.03,5.05,5.10, 5.14d, 5.21, 5.23, 5.24, 5.25 & 5.26
- Communicating for Safety Standard Actions 6.03, 6.04, 6.07 & 6.09
- Recognising and Responding to Acute Deterioration Standard Actions 8.01, 8.03, 8.04, 8.06, 8.08 & 8.09

#### **Assessment Due Date**

Week 8 Monday (4 Sept 2023) 8:00 pm AEST

#### **Return Date to Students**

Week 10 Monday (18 Sept 2023)

#### Weighting

40%

#### **Assessment Criteria**

You will be assessed on the following criteria:

- Correct use of medical terminology
- Correctness of factual knowledge
- Correct application of theory to practical scenarios
- Demonstration of depth and breadth of knowledge in patient focused and technical situations
- Critical thinking

The number of marks for each question are allocated based on the depth and breadth of the required response, and will be indicated on the sidebar of the Moodle test screen.

#### **Referencing Style**

Vancouver

#### **Submission**

Online

# **Learning Outcomes Assessed**

- Discuss the medicolegal aspects of practice of a diagnostic radiographer
- Apply best practices in infection control procedures and manual handling
- Employ communication strategies that are empathetic, effective and tailored to the patient's circumstances
- Respond within your scope of practice to changes in a patient's condition

## 3 Final Online Test

#### **Assessment Type**

Online Test

#### **Task Description**

You will complete an online Moodle test covering topics from all weeks of the unit.

Question types may include multiple choice, short answer, definitions, discussions and explanations.

This online test is an open-book assessment. It means that during the test you may access your study notes, textbook, the unit Moodle site and/or website. However, the expectation is that you will be familiar with the unit content and concepts. You should not assume you will have time to look up the answer to every question.

Your test responses must be your own work. The rules of academic integrity still apply. You cannot seek assistance or make use of assistance from another person during this test. You may not communicate with any other person during the test (whether verbally, electronically or in writing) for any purpose relating to the test questions or your responses. You may not share the test content with any other person for any reason. At the start of the test you will need to make a declaration that you understand these rules of academic integrity and that you agree to abide by them. Any identified cases of potential collusion will result in a breach of academic integrity case being raised.

This test must be written at the scheduled date and time. There is no provision for a late submission and no late penalty can be applied. In the absence of an approved extension, you cannot complete this assessment at a later time, and you will receive a mark of zero for the assessment if you have not completed it by the scheduled date and time. If you have an approved extension, you will be assigned a new test date and time as soon as possible after the original test date. It is your responsibility to ensure that you can attend at that new assigned date/time. Please see Section 5 of the

University's Assessment Policy and Procedure for details regarding Assessment Management, specifically around assessment extension.

The test is scheduled to take place online, on Friday 6th October 2023. The test itself will open at 8am and will close at 1:00pm AEST. You must log on to Moodle during this time period to complete the test. You can only attempt the test once and it must be completed in a single session. You cannot save your answers and return to the test at a later time. The test will run for 90 minutes duration.

This assessment task activity helps to ensure that you have the knowledge and skills to provide safe and effective care and to be an effective member of the healthcare team in compliance with the Australian Government's National Safety and Quality Health Service (NSQHS) Standards regarding:

- Clinical Governance Standard Actions 1.01, 1.07, 1.08, 1.10, 1.11, 1.12, 1.15, 1.16, 1.28 & 1.29
- Partnering with Consumers Standard Actions 2.03, 2.04, 2.05, 2.06, 2.07 & 2.08
- Preventing and Controlling Infections Standard Actions 3.01a-b, 3.02a-b, 3.03a-c, 3.04, 3.05a-d, 3.06, 3.07, 3.08, 3.09, 3.10, 3.11a, 3.13a, 3.14d, 3.15 & 3.16a-d
- Medication Safety Standard Actions 4.03, 4.04, 4.07 & 4.08
- Comprehensive Care Standard Actions 5.01, 5.02, 5.03, 5.05, 5.10, 5.14d, 5.21, 5.23, 5.24, 5.25 & 5.26
- Communicating for Safety Standard Actions 6.01, 6.03, 6.04, 6.05, 6.06, 6.07 & 6.09
- Recognising and Responding to Acute Deterioration Standard Actions 8.01, 8.03, 8.04, 8.06, 8.08 & 8.09

#### **Assessment Due Date**

Week 12 Friday (6 Oct 2023) 1:00 pm AEST

#### **Return Date to Students**

Exam Week Friday (20 Oct 2023)

#### Weighting

60%

#### Minimum mark or grade

50%

#### **Assessment Criteria**

You will be assessed on the following criteria:

- Correct use of medical terminology
- Correctness of factual knowledge
- Correct application of theory to practical scenarios
- Demonstration of depth and breadth of knowledge in patient focused and technical situations
- Critical thinking

The number of marks for each question are allocated based on the depth and breadth of the required response, and will be indicated on the sidebar of the Moodle test screen.

#### **Referencing Style**

• Vancouver

#### **Submission**

Online

#### **Learning Outcomes Assessed**

- Discuss the medicolegal aspects of practice of a diagnostic radiographer
- · Apply best practices in infection control procedures and manual handling
- Employ communication strategies that are empathetic, effective and tailored to the patient's circumstances
- Respond within your scope of practice to changes in a patient's condition
- Discuss basic concepts of pharmacokinetics and drug administration.

# **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 <u>Academic Learning Centre (ALC)</u> 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