



# MEDI12004 Medical Imaging Clinical Placement 1

## Term 2 - 2023

Profile information current as at 02/05/2024 09:10 am

All details in this unit profile for MEDI12004 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

During this work integrated learning placement you will apply the knowledge and skills previously developed in the pre-clinical simulation environment. Placed within radiology departments or clinics, you will work under the guidance and mentorship of clinical radiographers to perform radiography in a professional and effective manner and become a useful member of the imaging team. As this is your first block placement, your performance focus will be on general radiography examinations of non-complex patients. You will undergo performance assessments on imaging examinations previously learned in the academic environment. You will also be assessed on your professional behaviours and attributes. Reflective practice will assist you in developing your skills throughout this unit.

### Details

Career Level: *Undergraduate*

Unit Level: *Level 2*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

### Pre-requisites or Co-requisites

Pre-requisites: Enrolment in Year 2 of Bachelor of Medical Imaging Course BIOH12008 Human Pathophysiology or MPAT12001 Medical Pathophysiology MEDI12001 Radiation Science MEDI12002 Science and Instrumentation 1 MEDI12003 Imaging Procedures 1. This unit must have been completed within the last 12 months. Should this time limit be exceeded, the student must complete skills assessments and undergo a period of skills revision as determined by the Head of 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 [Assessment Policy and Procedure \(Higher Education Coursework\)](#).

### Offerings For Term 2 - 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).

### 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. **Professional Practice Placement**

Weighting: Pass/Fail

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

Weighting: Pass/Fail

#### 3. **Practical Assessment**

Weighting: Pass/Fail

#### 4. **Reflective Practice Assignment**

Weighting: Pass/Fail

#### 5. **Practical Assessment**

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 Unit coordination reflection.

##### Feedback

Pre-clinical session content was appropriate and timely but not all students internalised the content or applied it during the clinical placement unit.

##### Recommendation

Review and further expand on pre-clinical session, incorporating direct information and interactivity to promote student engagement.

#### Feedback from Student feedback and unit coordinator reflection.

##### Feedback

Post-clinical debrief session was a valuable experience for students. However, group size was so high that some students did not feel comfortable sharing their experiences.

##### Recommendation

Investigate the option of timetabling additional sessions so that student numbers in each session will be reduced hence supporting and nurturing student interactivity and engagement.

## Unit Learning Outcomes

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

1. Behave professionally using appropriate interpersonal skills in accordance with CQUniversity's graduate attributes and the profession's Code of Conduct
2. Reflect on your performance on an ongoing basis to integrate new learning and experiences with the goal of improving your practice
3. Critique radiographs for technical sufficiency and formulation of quality improvement strategies where indicated
4. Use radiation and imaging equipment safely and effectively
5. Perform routine radiographic examinations accurately, safely and effectively on non-complex patients at the novice stage of clinical competence
6. Participate within your scope of practice as a useful member of the clinical medical imaging team.

This unit maps to the following components of the Medical Radiation Practice Board of Australia's Professional Capabilities for Medical Radiation Practice (2019 version):

- Domain 1: Medical radiation practitioner: capabilities 1, 2, 4, 6, and 7
- Domain 1A: Diagnostic radiographer: capability 1
- Domain 2: Professional and ethical practitioner: capabilities 1 and 2
- Domain 3: Communicator and collaborator: capabilities 1 and 2
- Domain 4: Evidence-informed practitioner: capabilities 1 and 2
- Domain 5: Radiation safety and risk manager: capabilities 1 and 2

## 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 - Professional Practice Placement - 0%	•					•
2 - Learning logs / diaries / Journal / log books - 0%					•	•
3 - Practical Assessment - 0%	•		•	•	•	
4 - Reflective Practice Assignment - 0%		•				
5 - Practical Assessment - 0%	•	•	•	•	•	•

## Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
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						

## Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Professional Practice Placement - 0%	•				•	•				
2 - Learning logs / diaries / Journal / log books - 0%	•					•				
3 - Practical Assessment - 0%	•	•		•		•	•	•		
4 - Reflective Practice Assignment - 0%	•	•	•	•				•		

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
5 - Practical Assessment - 0%	•	•	•		•	•	•	•		

## 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: [Vancouver](#)  
For further information, see the Assessment Tasks.

## Teaching Contacts

**Sarah Wooldridge** Unit Coordinator  
[s.wooldridge@cqu.edu.au](mailto:s.wooldridge@cqu.edu.au)

## Schedule

### Week 1 - 10 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Week 1 of Clinical Placement		Complete Week 1 logbook and upload within 3 days of the last rostered shift for the week.

### Week 2 - 17 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Week 2 of Clinical Placement		Complete Week 2 logbook and upload within 3 days of the last rostered shift for the week.

### Week 3 - 24 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Week 3 of Clinical Placement		Complete Week 3 logbook and upload within 3 days of the last rostered shift for the week.
		Week 3 GAPA to be completed this week and uploaded within 3 days of the last rostered shift for the week.

### Week 4 - 31 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Week 4 of Clinical Placement		Complete Week 4 logbook and upload within 3 days of the last rostered shift for the week.
<b>Week 5 - 07 Aug 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
Week 5 of Clinical Placement		Complete Week 5 logbook and upload within 3 days of the last rostered shift for the week.  Week 5 GAPA to be completed this week and uploaded within 3 days of the last rostered shift for the week.
<b>Vacation Week - 14 Aug 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Week 6 - 21 Aug 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
		<b>Assessment 4 Reflective Report</b> Due: Week 6 Monday (21 Aug 2023) 4:45 pm AEST
<b>Week 7 - 28 Aug 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Week 8 - 04 Sep 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Week 9 - 11 Sep 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Week 10 - 18 Sep 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Week 11 - 25 Sep 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Week 12 - 02 Oct 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Review/Exam Week - 09 Oct 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic
<b>Exam Week - 16 Oct 2023</b>		
Module/Topic	Chapter	Events and Submissions/Topic

## Term Specific Information

This unit is 5 week full-time clinical placement in the first five weeks of Term 2. You will have been allocated a specific clinical site (or sites) to attend for the placement. The clinical site/s will provide the range and quantity of imaging procedures to support your achievement of the unit requirements. You will be rostered by your clinical supervisor to attend at a variety of shift times and in a variety of work areas within the site/s.

You will require regular internet access, word processing and Microsoft Excel spreadsheet editing software and document scanning technology in order to complete assessment requirements. Most clinical sites do not provide computer or internet access, so it is your responsibility to provide your own and ensure the regular access needed to upload your assessment files by the submission due dates.

Regular feedback will be provided by the unit coordinator and other academic support staff throughout the duration of the clinical placement. Please use the Q&A and Discussion Forums to keep in touch and if required, you can directly contact the unit coordinator via email or phone to discuss your progress.

## Assessment Tasks

### 1 Assessment 1 Placement Attendance

#### **Assessment Type**

Professional Practice Placement

#### **Task Description**

For this unit you must attend 5 weeks of full-time clinical placement or the equivalent number of days through an approved alternative scheduling arrangement. The placement location(s) and timing have been arranged by the university in order to provide sufficient learning and assessment opportunities for you to meet the unit learning outcomes.

Your rostering, including daily start and end times, is determined by the clinical supervisor of the allocated placement site. The roster depends on the scheduling of imaging procedures that are relevant to your educational requirements, the typical hours of operation of the clinical facility and availability of sufficient supervision. You should not expect the roster to be modified to suit your personal life. There are no allocated personal leave days during this placement. You are not permitted to work extra shifts back to back in order to reduce the duration of clinical placement. You are required to achieve 100% attendance. This is defined as attending all hours relative to the quantity of time that you have been rostered by your clinical supervisor to achieve 5 weeks of full-time placement, minus any absence that is approved by both your clinical supervisor and unit coordinator. You are not required to attend on any public holidays that fall within your rostered weeks, nor are you required to make up those days.

If you need to be absent for a part or full day of placement, you must inform both your clinical supervisor and unit coordinator as soon as possible, preferably in advance of the missed time. If you have justifiable grounds for having missed time, you may apply for special consideration of the missed time to the unit coordinator by providing supporting documentation. This may impact the quantity of time you are required to make up. Note that only in exceptional circumstances will any missed time be waived. All unapproved absences must be made up. Any time to be made up is to be scheduled at the convenience of the clinical site. This may result in extension of the work day or work week. Note that not all facilities have extended hours of operation, so opportunities to make up time are site-dependent. If you attend outside of your normally rostered hours (e.g. late day, evening or weekend), you must still be under direct supervision and working within your scope of practice, and the caseload anticipated by your supervisor must be such that the time would provide useful learning experience.

You will document your attendance relative to your rostered time each week in the weekly logbook file. The record must be accurate and complete. You must include any episodes of absence, lateness or early departure in the comments section. Your attendance record for each week of rostered time must be uploaded within the logbook file within 3 days of the last rostered shift of the week.

#### **Assessment Due Date**

Document weekly attendance in logbook and upload within 3 calendar days of the last rostered shift of the week.

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

Weekly attendance will be reviewed by the unit coordinator, who will follow up within 5 working days of the log upload on any absences or incomplete attendance records.

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

Pass

### **Assessment Criteria**

To obtain a score of 'Pass' for this assessment, you must:

- complete 100% attendance as defined above,
- have documented all attendance accurately and completely in your weekly log, and
- have submitted your logbook within three days of the last rostered shift of the week.

At the end of the scheduled 5 weeks of placement, if you have not met the 100% attendance requirement AND you have documented justifiable grounds for your absence, you will be provided additional scheduled time to make up the time you have missed. This scheduled make-up time may not be immediately following the scheduled 5 week placement, and/or may not be at the same placement site, depending on clinical availability.

At the end of the scheduled 5 weeks of placement, if you have not met the 100% attendance requirement AND you do not have documented justifiable grounds for the absence, you will score 'Fail' for this assessment item.

### **Referencing Style**

- [Vancouver](#)

### **Submission**

Online

### **Submission Instructions**

Attendance to be marked as a part of your weekly logbook and submitted weekly with the logbook.

### **Learning Outcomes Assessed**

- Behave professionally using appropriate interpersonal skills in accordance with CQUniversity's graduate attributes and the profession's Code of Conduct
- Participate within your scope of practice as a useful member of the clinical medical imaging team.

### **Graduate Attributes**

- Communication
- Team Work
- Information Technology Competence

## **2 Assessment 2 Clinical Logbook**

### **Assessment Type**

Learning logs / diaries / Journal / log books

### **Task Description**

The clinical logbook serves as a record of your depth and breadth of experience attained during the placement. It demonstrates the degree of progression of your skill development within and across procedure types. You should use this record to inform your reflection on learning and formulating weekly learning goals that will support achievement of the unit outcomes. You must record in the electronic log tool (the Excel spreadsheet file provided in the unit Moodle site) a weekly listing of every imaging procedure in which you participate. Your level of involvement in each procedure is to be categorised as observed, assisted or performed, using the following definitions:

- **Observed:** You must have watched the radiographer(s) carry out the procedure, and your involvement in the case has been limited to an occasional task directly assigned by someone else.
- **Assisted in:** You have been an integral member of the imaging team that is led by a radiographer, and you have carried out many tasks to support the completion of the procedure. You may have carried out all imaging tasks but were provided significant guidance and direction by your supervising radiographer.
- **Performed:** You have planned and carried out the imaging procedure with occasional guidance, assistance and/or direction provided by your supervising radiographer.

For general radiographic procedures, you must also categorise the patient by type:

- **Basic:** The patient has no significant limitation in his/her ability to carry out your instructions, and procedure involves only standard views/projections that do not require significant customisation to the patient's condition.
- **Complex:** The patient's condition is such that you must significantly modify your approach (patient care and/or technical tasks) to carrying out the procedure relative to the requirements for a basic patient. This includes patients with minor traumatic injuries.
- **Paediatric:** The patient is a child who is young enough to require you to modify your approach (patient care and/or technical tasks) to carrying out the procedure relative to a basic patient.
- **Trauma:** The patient has major traumatic injury/injuries requiring significant modification to your approach (patient care and/or technical tasks).

*All information is to be recorded in such a way as to maintain patient confidentiality.*

You must record any performance assessments that you have attempted, whether passed or failed. Performance assessment documentation includes the patient type (basic vs complex).

You must also log other clinical learning activities. This includes facility induction and orientation, any meetings, image critique sessions or other feedback/learning activities with your clinical supervisor or other clinical educator. The facility induction and orientation must be completed by your second day of placement and logged in your logbook. If you have not completed a site induction/orientation by the end of the second day of placement, see your clinical educator/site supervisor and contact your unit coordinator to advise.

In addition to noting imaging procedures and performance assessments, your logbook must have a minimum of 3 notation entries each week. This could include documentation of other clinical learning activities or explanation of types of x-rays, scans, patients, scenarios or helpful tips that you encountered throughout the week.

*The weekly log is a multi-sheet Excel workbook with built-in calculations to track your progress during the unit. You must follow the log instructions provided on the unit Moodle site and within the log to ensure that tracking calculations are correct. You must use Microsoft Excel for data entry and save the file in its native Excel file format. This same master file must be updated weekly, so that each week's submission is a cumulative record of all weeks containing a running tally of examinations and assessments.*

It is your responsibility to ensure that you have regular access to the technology needed to complete the spreadsheet each week. If you have a technical issue or personal circumstances that prevent you from being able to complete and upload your file by the standard due date, you **MUST** inform the unit coordinator by the due date and provide just cause. If you miss the due date more than twice without just cause OR if your logbook is returned to you for correction due to inaccuracies or incompleteness more than twice, you will fail this assessment task.

### **Assessment Due Date**

Logbook must be uploaded each week, within 3 calendar days of the last rostered shift of the week.

### **Return Date to Students**

Unit coordinator will follow up within 5 working days of upload for any log entries that require further information or discuss any areas of concern.

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

Pass

### **Assessment Criteria**

The logbook is graded on a 'Pass/Fail' basis. The logbook is assessed on accuracy and completeness of information entered and on timeliness of submissions.

*If any week's upload have noticeable gaps, errors or omissions, you will be given one week to correct and resubmit that week's log.*

To obtain a score of 'Pass' for this assessment, you must:

- ensure that your logbook is complete and accurate in regards to your attendance, your participation in imaging examinations, assessments you have attempted, as well as supervisor meetings and/or other educational activities,
- ensure the integrity of the file format of the logbook is maintained,

- each week, submit your completed logbook with 3 days of the last rostered shift of the week, AND
- have your logbook returned to you for correction or lateness fewer than 3 times during the clinical placement.

## Referencing Style

- [Vancouver](#)

## Submission

Online

## Submission Instructions

Via the unit Moodle site.

## Learning Outcomes Assessed

- Perform routine radiographic examinations accurately, safely and effectively on non-complex patients at the novice stage of clinical competence
- Participate within your scope of practice as a useful member of the clinical medical imaging team.

## Graduate Attributes

- Communication
- Information Technology Competence

# 3 Assessment 3 Global Assessment of Professional Attributes (GAPA)

## Assessment Type

Practical Assessment

## Task Description

Clinical placement occurs in the professional workplace. As a clinical student, you are provided access to that workplace on the condition that you demonstrate behaviours and attributes of a healthcare professional, present a positive image to the clinical facility's staff and clients, and comply with site's policies. As a student in a regulated healthcare profession in Australia, you are also required to be working toward consistent compliance with the Professions' Code of Conduct. As a CQUniversity student you must also meet the General Behavioural Requirements of the Student Behavioural Misconduct Procedure and refrain from Misconduct as described in that Procedure.

## Assessment Process:

Your clinical supervisor will be working in the imaging areas with you, directly observing your day-to-day performance, and/or obtaining feedback from supervising radiographers who are doing so. These observations and collected feedback relate to your demonstrated knowledge, skills and behaviour over a span of time. This is not limited to a particular procedure type or patient case. The observations and feedback are then used to complete the Global Assessment of Professional Attributes (GAPA) form provided on the unit Moodle site.

There are four main sections to the GAPA form:

Section 1: initiative and communication

Section 2: responsibility and demeanour

Section 3: overall technical knowledge and skill

Section 4: adherence to site policies

In each section, there are multiple observable behaviours that are required. For most behaviours, it is expected that you are demonstrating them most of the time but you are somewhat inconsistent in demonstrating some behaviours in what is a new environment for you. You likely have further development to reach the level expected of a graduate practitioner. These behaviours are categorised as non-critical.

There is one critical behaviour: adhering to site policies. It is expected that all students, right from their first placement, are capable of full and ongoing compliance with site policies. This critical behaviour 'Adherence to site policies regarding privacy, confidentiality, use of mobile devices and use of social media' is scored separately using the following scale:

- Full compliance
- One incident of non-compliance
- More than one incident of non-compliance.

A student who is non-compliant on a single occasion will receive a warning from the supervising radiographer or clinical supervisor. This incident will be considered behavioural misconduct. This warning may be issued initially in verbal form

or in writing. The clinical supervisor will inform the unit coordinator (UC) of the situation. The Head of Course will then lodge a formal report of behavioural misconduct. This will be addressed separately from the scoring of the GAPA.

Any student who violates site policy more than once during a placement unit (whether violation of the same or a different policy as previously) will fail the GAPA. This will result in a Fail grade for the unit. This repeated behaviour is considered Serious Misconduct and thus will also be dealt with under the procedure of Student Behavioural Misconduct.

Your assessor will score your performance based on how frequently and to what extent you demonstrate each of the listed behaviours. Your assessor is also encouraged to provide comments to expand on the scoring feedback. Your clinical supervisor (or designated assessor) will meet with you after completing each assessment to discuss it with you. This is your opportunity to get clarification on any score or comment on the assessment.

#### Timing of Assessment:

This assessment occurs twice during the placement. **The first occurs during Week 3 and the second occurs at the end of Week 5. The first GAPA assessment is formative**, meaning its function is to provide you and your unit coordinator with formal documented feedback on your performance, but there are no minimum required scores related to your final grade. You are expected to use that feedback to reflect on your performance, 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. For any behaviour that you score well on for this initial GAPA assessment, it is expected that you will continue to meet that level of performance or surpass it for the remainder of the placement.

The final GAPA assessment occurs toward the end of Week 5, the final week of the placement. **The end-of-placement assessment is summative**, in that its primary use is to evaluate and document your performance relative to the stated performance targets (the minimum required scores listed in the Assessment Criteria section below). Your final overall grade in this assessment depends on where you stand relative to those performance targets. You should use this end-of-placement assessment as formative as well, to help inform your plans for improvement that you can implement in future placements.

#### Self-assessment:

For both Week 3 and Week 5 GAPAs, prior to meeting with your supervisor, you must also use the assessment tool to self-assess your behaviours. Complete the form and take it with you to your meeting with your supervisor to aid in the discussion of your progress.

#### Documentation and submission requirements:

Once you have met with your supervisor about your GAPA, you both need to sign and date both assessment documents (your supervisor's assessment and your self-assessment). You need to ensure that each completed assessment form has scores entered in all sections and has all required fields completed, including the name, dated signature and registration number of your assessor as well as your dated signature. (Note that both you and your supervisor must sign a hard copy document. Electronic signature are not accepted.)

Your supervisor will provide you with a copy of the completed assessment form. You must then scan the supervisor-completed and self-completed GAPA forms and upload the file into the unit Moodle site using the link provided. You are also required to log these assessment meetings in Section 3 of your relevant weekly logs, including the meeting date and a brief summary of the discussion plus the overall score of each assessment.

It is your responsibility to ensure that you remind your clinical supervisor at least one week prior to the assessment that it requires completion, and book a meeting with them toward the end of the week that the assessment is due. This gives your supervisor the opportunity to collect feedback and to designate an alternate assessor if they will not be available.

It is your responsibility to ensure regular access to the technology needed to upload your assessment files by the submission due dates. Recognise that the clinical facility is not responsible for providing you access to computer facilities for your assessments.

If you have a technical issue or personal circumstances that prevent you from being able to accurately complete and upload your file by the standard due date, you **MUST** inform the unit coordinator by the due date and provide just cause. If you miss the due date without just cause OR if your supervisor-completed GAPA or self-completed GAPA is returned to you for correction due to inaccuracies or incompleteness more than twice, you will fail this assessment task.

#### Assessment Due Dates and Extensions:

If there are extenuating circumstances at the clinical facility that prevent you from being assessed during the required weeks, you must contact the unit coordinator in a timely manner to explain the situation and request an extension.

In the absence of an approved assessment extension, if you have not met all of the requirements listed in the Assessment Criteria section by the stated due dates, you will fail this assessment, and because this is a pass/fail unit that means you will receive a Fail grade for the unit.

### **Assessment Due Date**

The formative assessment must be completed by the end of Week 3 and summative assessment by the end of Week 5. Each completed form must be uploaded within 3 calendar days of the last rostered shift of the week in which the assessment was completed.

### **Return Date to Students**

Unit coordinator will review the uploaded assessment forms and provide you feedback within 5 working days of upload of each item.

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

Pass

### **Assessment Criteria**

#### Non-critical behaviours and attributes:

The assessor will use the stated 1-6 scale to indicate the frequency and extent to which you demonstrate each of those.

Scores and Descriptors for non-critical behaviours and attributes:

NA - No opportunity or insufficient opportunity to assess

1 - Never or hardly ever demonstrated (<10%)

2 - Demonstrated infrequently but less than half of the time

3 - Demonstrated about half of the time (just as likely to happen as not)

4 - Demonstrated much of the time, but still inconsistent

5 - Demonstrated consistently (nearly always, at the level expected of a new graduate practitioner)

6 - Demonstrated consistently and to a high degree (at the level expected of an experienced practitioner).

The minimum required scores for each section's non-critical behaviours and attributes are:

#### Section 1: Initiative and Communication

- Minimum score of '3' in all areas.

#### Section 2: Responsibility and Demeanour

- Minimum score on any task is '3'
- Maximum of 5 scores of '3'.

#### Section 3: Overall Technical Knowledge and Skill

- Minimum score on 'uses equipment' task is '3'
- For other tasks, minimum score is '2', with a maximum of 2 scores of '2'.

#### Critical behaviour:

The behaviour 'Adheres to site policies on privacy, confidentiality, use of mobile devices and use of social media' is scored separately using the following scale:

- Full compliance
- One incident of non-compliance
- More than one incident of non-compliance.

A student who is non-compliant on a single occasion will receive a warning from the supervising radiographer or clinical

supervisor. This incident will be considered behavioural misconduct. This warning may be issued initially in verbal form or in writing. The clinical supervisor will inform the unit coordinator (UC) of the situation. The Head of Course will then lodge a formal report of behavioural misconduct. This will be addressed separately from the scoring of the GAPA.

Any student who violates site policy more than once during a placement unit (whether violation of the same or a different policy as previously) will fail the GAPA. This will result in a Fail grade for the unit. This repeated behaviour is considered Serious Misconduct and thus will also be dealt with under the procedure of Student Behavioural Misconduct.

To obtain a score of 'Pass' for this assessment, you must:

- undergo both GAPAs by the due dates listed, and
- on the summative GAPA, meet the minimum required scores in all sections, and
- ensure the documentation of each assessment is complete as detailed in the Task Description above, and
- upload each completed supervisor-assessed and self-assessed GAPA form into the unit Moodle site by the due date, and
- have your supervisor-completed GAPA and self-completed GAPA returned to you for correction or lateness fewer than three times during the placement.

### Referencing Style

- [Vancouver](#)

### Submission

Online

### Submission Instructions

Via the unit Moodle site.

### Learning Outcomes Assessed

- Behave professionally using appropriate interpersonal skills in accordance with CQUniversity's graduate attributes and the profession's Code of Conduct
- Critique radiographs for technical sufficiency and formulation of quality improvement strategies where indicated
- Use radiation and imaging equipment safely and effectively
- Perform routine radiographic examinations accurately, safely and effectively on non-complex patients at the novice stage of clinical competence

### Graduate Attributes

- Communication
- Problem Solving
- Information Literacy
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

## 4 Assessment 4 Reflective Report

### Assessment Type

Reflective Practice Assignment

### Task Description

This task is designed to assess your reflections on your development as an imaging professional during this clinical placement and to assess your goal-setting for your own development.

In order to complete this task you must keep a note of your technical skills using the technical reflective flow-chart or a note of your skills in communication using the interaction reflective flow chart.

By Week 3, decide whether you will assess your technical skills or interaction skills using the reflection flow-charts available on the unit Moodle site. Use the relevant flow-chart to assess your skills in your chosen area. Having assessed your skills, by the end of Week 3 you must reflect on one aspect of your chosen skill set.

You must set a 'SMART' goal based on your reflection – that is the goal must be Specific, Measurable, Achievable, Relevant and Time-specific. Ensure that any goal set is able to be completed within the final two weeks of your clinical unit.

*Complete one (1) SMART goal using the template provided on the unit Moodle site.*

At the end of your clinical unit, reflect on your SMART goal and describe if you reached your goal, what you did to achieve this or why you did not and what you could and should have done to ensure success. You will also describe how these goals have assisted in your continuing development as an imaging professional. The reflection on the success of your goal must be written at the end of the goal sheet. Aim for approximately 500 words for your reflection on the success of your goal and how it has assisted in your development as an imaging professional.

As a reflective report, it is acceptable to use the first person for this assessment piece. You must use relevant external sources of information to aid your reflection and these should be referenced in the Vancouver style.

This is a pass/fail assessment item. In the absence of an approved extension, failure to submit by the due date will result in a fail for this assessment, and that will result in a Fail grade for the unit.

**Assessment Due Date**

Week 6 Monday (21 Aug 2023) 4:45 pm AEST

**Return Date to Students**

Unit coordinator will review the uploaded assessment and provide you feedback within two weeks of upload of the item.

**Weighting**

Pass/Fail

**Minimum mark or grade**

Pass

**Assessment Criteria**

The reflective report will be assessed for:

- depth of reflection regarding your perceived gaps in knowledge, technical abilities or professional behaviour,
- creation of a goal that explicitly meets the SMART criteria,
- depth of reflection regarding the achievement of your SMART goal,
- identification of how this reflection and goal setting experience has affected your development and your own learning journey, and
- clarity and format of writing (including logical flow, spelling, punctuation, grammar)
- referencing (including use of appropriate external sources and skill in using Vancouver referencing system).

A detailed marking rubric will be posted on the unit Moodle site to specify the 'Pass' requirements for each criterion listed above. You are required to achieve a 'Requirements met' score in all areas of the marking rubric.

*In the event that the first submission does not meet minimum requirements as per the marking rubric, you will be provided detailed feedback and guidance by the unit coordinator. You will then have an opportunity to revise and resubmit the report within two weeks of receiving feedback.*

To obtain a score of 'Pass' for this assessment, you must:

- submit the assessment by the stated due date, and
- meet the 'Pass' requirements in all stated criteria after a maximum of two attempts (initial submission and one re-submission).

**Referencing Style**

- [Vancouver](#)

**Submission**

Online

**Submission Instructions**

Via the unit Moodle site.

**Learning Outcomes Assessed**

- Reflect on your performance on an ongoing basis to integrate new learning and experiences with the goal of improving your practice

**Graduate Attributes**

- Communication
- Problem Solving

- Critical Thinking
- Information Literacy
- Ethical practice

## 5 Assessment 5 Clinical Performance Assessments

### Assessment Type

Practical Assessment

### Task Description

During the 5 weeks of clinical experience, you are expected to develop proficiency in general radiographic imaging to the level of an advanced beginner.

Once you have performed a given examination type multiple times and are able to carry it out with a moderate amount of guidance and correction from the supervising radiographer, you are to request an assessment in that examination type. Performance assessments may be conducted by your clinical supervisor or a radiographer designated as an assessor by your supervisor. The assessor will observe you as you perform the imaging examination. Your assessor will use the assessment tool provided on the unit Moodle site to document the level of independence, completeness and correctness you have demonstrated in each of the required tasks. The assessment is formative as well as summative in that it provides you with feedback on your relative strengths and areas for improvement. Should you not attain the minimum required score, you should create a remediation plan based on the feedback. Once you have carried out that remediation you may re-attempt the assessment.

There is no limit to the number of attempts you may make at any performance assessment. However, you must recognise that the clinical site staff's first priority is patient care. Opportunities for assessment are limited by the time available as well as the availability of suitable patients and suitable procedures. You need to take initiative in starting the assessment process in a timely manner in order to ensure you will complete the assessments in the placement time available. If there are extenuating circumstances at the clinical facility that limit your ability to access radiographic procedures to undergo assessments, then you must discuss this with your clinical supervisor AND contact the unit coordinator in a timely manner.

You must ensure that each completed assessment form has all required information, including the name, dated signature and MRPBA registration number of your assessor, as well as your dated signature. If this information is not on the form, you will be provided with feedback and will need to have the form updated by your assessor to resubmit within one week. This is the case whether you have passed or failed the assessment. If a radiographer other than your clinical supervisor completed the assessment, it is your responsibility to ensure that that your supervisor knows the outcome of each attempted assessment and that they are provided with the original of the completed assessment form.

Your supervisor will provide you with a copy of the completed assessment form. You must then scan the form and upload each form into the unit Moodle site using the link provided. The form for each attempted assessment, whether passed or not, must be uploaded into Moodle.

Over the course of the placement, you must pass a total of four (4) performance assessments as categorised below:

- upper extremities
- lower extremities
- shoulder girdle
- bony thorax
- chest
- abdomen
- pelvic girdle

*Each assessment must be on an examination of a different anatomical region as described above. You may not, for example, complete an assessment for a wrist and later complete an assessment for an elbow, as these are both categories within the 'upper extremities' anatomical region.*

Each completed performance assessment form from Weeks 1 – 4 must be uploaded within 3 days of completing the weekly shift in which the assessment was done. However, the final date for completing and submitting all forms is Tuesday of Week 5. That means any assessments completed in the first two days of Week 5 must be submitted immediately. Any performance assessments completed after that date will be accepted only with an approved extension from the Unit Coordinator. If you are unable to meet the stated due dates for uploading your completed performance assessment forms, you must inform your unit coordinator by the due date and provide just cause. If you miss the due date more than twice without just cause, you will fail this assessment task.

This is a pass/fail assessment item. In the absence of an approved extension, failure to submit by the due date will result in a fail for this assessment, and that will result in a Fail grade for the unit.

### **Assessment Due Date**

Each completed performance assessment form from Weeks 1 – 4 must be uploaded within 3 days of completing the weekly shift in which the assessment was done. The final date for completing and submitting all forms is Tuesday of Week 5.

### **Return Date to Students**

Unit Coordinator will review each uploaded assessment form and provide you feedback within one week of upload of each item.

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

Pass

### **Assessment Criteria**

Each performance assessment measures your ability to carry out the core tasks of an imaging examination. These tasks are detailed on the assessment form. There are 'critical' and 'non-critical' tasks. The assessor will score your observed performance of each listed task using the 1 - 6 scale listed on the form. The scale is based on quantity of assistance and correction you required to perform each task.

To achieve a 'Pass' score on each of the four performance assessments, you must achieve the following scores:

- a minimum score of '5' for the critical tasks 1 & 2,
- a minimum score of '3' in other tasks, with a maximum of 3 scores of '3',
- a minimum of 2 tasks scored at '5', and
- all remaining tasks scored at '4' or better.

To obtain a score of 'Pass' for this assessment, you must:

- meet the minimum requirements for each assessment, as detailed above in Assessment Criteria,
- ensure that each of the 4 performance assessments are completed on different anatomical regions, as detailed above in Task Description,
- ensure the documentation of each completed assessment form is complete, as detailed above in Task Description,
- upload each assessment form completed in Weeks 1-4 within 3 days of the final rostered shift of the week in which the assessment was completed, with the final day of submission as Tuesday of Week 5, and
- have no more than 2 incidents of submissions after the due date.

### **Referencing Style**

- [Vancouver](#)

### **Submission**

Online

### **Submission Instructions**

Via the unit Moodle site.

### **Learning Outcomes Assessed**

- Behave professionally using appropriate interpersonal skills in accordance with CQUniversity's graduate attributes and the profession's Code of Conduct
- Reflect on your performance on an ongoing basis to integrate new learning and experiences with the goal of improving your practice
- Critique radiographs for technical sufficiency and formulation of quality improvement strategies where indicated
- Use radiation and imaging equipment safely and effectively
- Perform routine radiographic examinations accurately, safely and effectively on non-complex patients at the novice stage of clinical competence
- Participate within your scope of practice as a useful member of the clinical medical imaging team.

### **Graduate Attributes**

- Communication

- Problem Solving
- Critical Thinking
- Team Work
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

## 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