



MEDI13005 *Medical Imaging Clinical Placement 3*

Term 2 - 2023

Profile information current as at 11/04/2024 12:28 am

All details in this unit profile for MEDI13005 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 clinical unit you will apply and expand on knowledge and skills previously learned both on campus and during your previous placements. You will further develop your clinical skills in general radiography to include adaptation to a range of patient types and imaging environments. You will develop clinical skills in computed tomography and theatre fluoroscopy. You will further develop your decision-making skills and use your knowledge of image evaluation to assess images from a wide range of procedures for technical sufficiency. You will use reflective practice to assist in your development as an imaging professional. At all times you will work within the profession's Code of Conduct and your scope of practice.

Details

Career Level: *Undergraduate*

Unit Level: *Level 3*

Credit Points: *18*

Student Contribution Band: *8*

Fraction of Full-Time Student Load: *0.375*

Pre-requisites or Co-requisites

Pre-requisites: MEDI13001 Science and Instrumentation 3, and MEDI13002 Imaging Procedures 3, which must have been successfully completed within the last twelve months. If this twelve month period has been exceeded, the student must undergo a formal refresher of technical and professional skills. MEDI13004 Medical Imaging Clinical Course 2 and Co-Requisites: MEDI13006 Imaging Procedures 4. If the student has completed MEDI13006 more than twelve months prior to commencing MEDI13005, the student must undergo a formal refresher of technical and professional skills.

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 18-credit Undergraduate 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. **Professional Practice Placement**

Weighting: Pass/Fail

2. **Portfolio**

Weighting: Pass/Fail

3. **Portfolio**

Weighting: Pass/Fail

4. **Written Assessment**

Weighting: Pass/Fail

5. **Practical Assessment**

Weighting: Pass/Fail

6. **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 Student evaluation feedback and self-reflection

Feedback

Prompt feedback and support was provided by the unit coordinator and teaching staff during placement.

Recommendation

Maintain support via distance for students during placement and offer feedback in a timely manner.

Feedback from Student feedback and self/team-reflection

Feedback

Some minor areas of the logbook excel spreadsheet did not function correctly to allow entries of procedures completed during clinical placement.

Recommendation

Update logbook Excel spreadsheets to ensure functionality of all spreadsheet pages/cells.

Feedback from Unit coordinator reflection

Feedback

More specific and effective communication with students attending multiple sites regarding GAPA feedback timing during the clinical placement block. This allows flexibility for differing timing of rotations through sites and supports students by providing them feedback from each site attended, regardless of the standard timing of the GAPA assessment during the clinical placement calendar.

Recommendation

Provide detailed information of timing of GAPA assessment within the Unit Profile and Moodle page instructions relating to students participating in rotations across multiple sites during the clinical placement block.

Unit Learning Outcomes

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































1. Behave in a professional manner, adhering to the profession's Code of Conduct and working within your scope of practice as appropriate to a third year student
2. Reflect on your practice on an ongoing basis to integrate new learning and experiences
3. Critique images across a wide range of procedure types for technical sufficiency and formulation of image improvement strategies where indicated
4. Demonstrate a comprehensive knowledge of radiographic, fluoroscopic and computed tomography equipment, in keeping with your level of training and experience
5. Perform all general radiographic examinations on non-complex patient presentations with minimal assistance and on complex patient presentations with moderate assistance
6. Perform advanced radiographic examinations, fluoroscopic and computed tomography examinations with moderate assistance.

Medical Radiation Practice Board of Australia (MRPBA) Professional Capabilities for Medical Radiation Practice:
Domains: 1, 2, 3, 4, 5.1a, 5.2a, 5.3a

































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 - 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 - Portfolio - 0%										
3 - Portfolio - 0%										
4 - Written Assessment - 0%										
5 - Practical Assessment - 0%										
6 - 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 styles below:

- [Harvard \(author-date\)](#)
- [Vancouver](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Lynelle Fallon Unit Coordinator
l.m.fallon@cqu.edu.au

Schedule

Week 1 of Clinical Placement - 21 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 1		<ul style="list-style-type: none">• Complete Week 1 logbook and upload within 3 days of the last rostered shift for the week.

Week 2 of Clinical Placement - 28 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 2		<ul style="list-style-type: none">• Complete Week 2 logbook and upload within 3 days of the last rostered shift for the week.

Week 3 of Clinical Placement - 04 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 3		<ul style="list-style-type: none">• Complete Week 3 logbook and upload within 3 days of the last rostered shift for the week.• First reflection due by 11pm AEST Friday, Week 3.

Week 4 of Clinical Placement - 11 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
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Clinical Placement Week 4

- Complete Week 4 logbook and upload within 3 days of the last rostered shift for the week.
- First GAPA to be completed this week and uploaded within 3 days of the last rostered shift for the week.

Week 5 of Clinical Placement - 18 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 5		<ul style="list-style-type: none">• Complete Week 5 logbook and upload within 3 days of the last rostered shift for the week.

Week 6 of Clinical Placement - 25 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 6		<ul style="list-style-type: none">• Complete Week 6 logbook and upload within 3 days of the last rostered shift for the week.• Part A of Reflective Report due by 11pm AEST Friday, Week 6.

Week 7 of Clinical Placement - 02 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 7		<ul style="list-style-type: none">• Complete Week 7 logbook and upload within 3 days of the last rostered shift for the week.

Week 8 of Clinical Placement - 09 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 8		<ul style="list-style-type: none">• Complete Week 8 logbook and upload within 3 days of the last rostered shift for the week.• Second GAPA to be completed this week and uploaded within 3 days of the last rostered shift for the week.

Week 9 of Clinical Placement - 16 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 9		<ul style="list-style-type: none">• Complete Week 9 logbook and upload within 3 days of the last rostered shift for the week.• Second reflection due by 11pm AEST Friday, Week 9.

Week 10 of Clinical Placement - 23 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 10		<ul style="list-style-type: none">• Complete Week 10 logbook and upload within 3 days of the last rostered shift for the week.

Week 11 of Clinical Placement - 30 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 11		<ul style="list-style-type: none">• Complete Week 11 logbook and upload within 3 days of the last rostered shift for the week.• Final GAPA to be completed in your final week and uploaded within 3 days of the last rostered shift for the week.• All Performance assessments must be completed and submitted by the Tuesday of the final week of placement.

Week 12 of Clinical Placement - 06 Nov 2023

Module/Topic	Chapter	Events and Submissions/Topic
Clinical Placement Week 12		<ul style="list-style-type: none">• If you have taken any personal leave days, complete Week 12 logbook and upload within 3 days of the last rostered shift for the week.• Final GAPA to be completed in your final week and uploaded within 3 days of the last rostered shift for the week.• All Performance assessments must be completed and submitted by the Tuesday of the final week of placement.

Week after clinical placement - 13 Nov 2023

Module/Topic	Chapter	Events and Submissions/Topic
Week after placement has ended		<ul style="list-style-type: none">• Part B of Reflective Report due by 11pm AEST Friday of Week 13.

Term Specific Information

This unit is an 11 week full-time clinical placement with 5 leave days. Commencing on Monday 21st August 2023, which is Week 6 of the standard Term 2 calendar. Full attendance of this clinical placement is 11 weeks. Some students may have placement start/end dates that differ from the standard scheduled start/end dates of the placement. 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 the variety of shift times and in a variety of work areas within the site/s.

You will require regular computer and internet access, use of Microsoft office software and document scanning technology in order to complete assessment requirements. Clinical sites do not provide computer or internet access, so it is your responsibility to ensure regular access to the technology 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 to discuss your progress.

The Unit Coordinator for this clinical placement unit is - Lynelle Fallon. The preferred method of contact is via email l.m.fallon@cqu.edu.au. Alternatively contact can be via phone on (07) 4940 7599 or Ext. 57599.

Assessment Tasks

1 Placement Attendance

Assessment Type

Professional Practice Placement

Task Description

Staff workplace attendance and the ability to participate in rosters are critical to the success and morale of a medical imaging team, and therefore the quality of patient care provided by that team.

This unit is part of a professionally accredited course with significant Work Integrated Learning components. For this unit you must attend 11 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 course in order to provide sufficient learning and assessment opportunities for you to meet the unit learning outcomes.

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 11 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. You are not permitted to work

extra shifts back to back in order to reduce the duration of clinical placement.

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.

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. There are **five allocated personal leave days** during this placement. You are not required to take this leave, but you do have the flexibility to use the five personal leave days during this placement. Note that you are required to use your leave days for incidents of illness, personal time, caregiver requirements or any other personal reason for absence. Personal leave days may be taken as a single week-long block or as a combination of single or multiple days. Personal leave days may only be taken with the explicit permission of your clinical supervisor. Use the leave application form on the unit Moodle site to seek approval of your clinical supervisor and upload the completed form to Moodle.

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 (eg. 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.

For any time missed beyond the five personal leave days, 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.

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 including scheduled leave days, 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

Upload of the week's attendance record in the logbook is required within 3 days of completing 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 missing 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 11 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 placement, and/or may not be at the same placement site, depending on clinical availability.

At the end of the scheduled 11 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

- [Harvard \(author-date\)](#)
- [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 in a professional manner, adhering to the profession's Code of Conduct and working within your scope of practice as appropriate to a third year student
- Demonstrate a comprehensive knowledge of radiographic, fluoroscopic and computed tomography equipment, in keeping with your level of training and experience

Graduate Attributes

- Communication
- Problem Solving

2 Clinical Logbook

Assessment Type

Portfolio

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 in 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 on 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 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 the requirements for a basic adult patient.
- Trauma: The patient has major traumatic injury/injuries requiring significant modification to your approach (patient care and/or technical tasks).

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

You must record in the logbook 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, scan, 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 in order 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 and provide just cause by the due date to obtain approval for an assessment extension. In the absence of an approved assessment extension, your failure to meet the weekly upload due date will result in a fail grade for this assessment item. 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 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 log book within 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

- [Harvard \(author-date\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Via the unit Moodle site.

Learning Outcomes Assessed

- Perform all general radiographic examinations on non-complex patient presentations with minimal assistance and on complex patient presentations with moderate assistance
- Perform advanced radiographic examinations, fluoroscopic and computed tomography examinations with moderate assistance.

Graduate Attributes

- Communication

- Information Technology Competence
- Ethical practice

3 Reflections

Assessment Type

Portfolio

Task Description

Reflection on your clinical practice is a necessary skill for your professional development, not only as a student, but also once qualified. Over the duration of your clinical placement, you are required to submit two reflections, which will complement learning from MEDI13006, Imaging Procedures 4, and will allow you to reflect upon your communication skills as a health professional.

Each reflection must address a different one of the topics below, and by the end of placement you must have completed two from the following four topics:

- Reflect on your communication with a patient, or carer of a patient, that you have imaged or assisted with imaging.
- Reflect on your communication with a radiographer or work colleague within the Medical Imaging department, during the course of an imaging examination.
- Reflect on your communication with a member of an external healthcare team, during the course of an imaging examination that is performed either within the Medical Imaging department or within another department, ie. Doctor/Nurse in theatre/ICU etc.
- Reflect on your cultural awareness and ability to respond to the needs of a patient with whom you are culturally different.

Other submission guidelines:

- Your writing must correctly use either the Gibbs' or Borton's reflective tool proforma (available on the unit Moodle site)
- You must use relevant external sources of information to aid your reflection and these should be referenced in the Harvard or Vancouver styles
- You cannot repeat reflections used for previous clinical placement units, as that is considered self-plagiarism as defined in the Student Academic Integrity Policy and Procedures document
- As a reflection, it is appropriate to write in the first person
- Each reflection must be approximately 300 words, with a maximum word count of 500 words
- Patient and staff confidentiality must always be maintained.

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

Assessment Due Date

The first reflection is due by 11pm AEST Friday of Week 3. The second reflection is due by 11pm AEST Friday of Week 9.

Return Date to Students

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

Weighting

Pass/Fail

Minimum mark or grade

Pass

Assessment Criteria

The reflection submission is assessed for:

- correct use of the Gibbs' or Borton's reflective tool proforma,
- critical reflection of an approved topic listed in the task description that you have not reflected on previously,
- detailed analysis of performance,
- critical reflection on areas for improvement,
- detailed action plan relevant to reflection,
- demonstrated evidence of learning and development through reflection,
- use of external resources to support your reflection, that are cited and referenced correctly, and

- clarity and format of writing (including logical flow, spelling, punctuation, grammar).

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 you do not meet the requirements for the first reflection submitted, feedback will be provided by the unit coordinator and you will have one week to resubmit the reflection to meet the requirements. **The Week 9 reflection must meet minimum requirements on initial submission.**

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

- submit the two reflections by the stated due dates, and
- attain a 'requirements met' score for the first reflection after a maximum of two submissions, and
- attain a 'requirements met' score for the second reflection on initial submission.

Referencing Style

- [Harvard \(author-date\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Via the unit Moodle site.

Learning Outcomes Assessed

- Reflect on your practice on an ongoing basis to integrate new learning and experiences

Graduate Attributes

- Communication
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

4 Reflective Report

Assessment Type

Written Assessment

Task Description

Critical reflection in an on-going cycle of experience, reflection, learning and practice is a critical skill for your professional development. This assessment further develops your skills of reflection on practice and goal setting to improve your practice as you reflect upon the results and feedback from your Week 4 GAPA and develop a plan to address one of the areas of your performance that requires improvement.

You are to review your scores for each section of the completed supervisor-assessed Week 4 GAPA and select one of your lowest scoring attributes (it can be from any one of the three sections - Initiative and Communication, Responsibility and Demeanour, and Overall Technical Knowledge and Skill). Your low scoring attribute is one on which you need to focus your energies on improving.

The Reflective Report will be submitted in two parts:

Part A - For the selected low-scored attribute, reflect on your performance from the first four weeks of the placement. Use both your own observations and the feedback received at the Week 4 GAPA. Did you expect the score you received, or were you surprised by it? Why? Compare your current performance in that attribute to your level of performance in your previous placement - have you progressed? Why or why not? What are contributing factors to your progress (or lack of it)? Include both external factors and internal factors (your emotional responses, assumptions and thinking processes) in these.

Using the deeper understanding of your thinking and actions that you have obtained from your reflection, develop an action plan that you will implement for the remainder of this placement to raise your performance in that low-scored attribute. This action plan is a SMART goal (specific, measurable, action-oriented, realistic and time-based). By

addressing each item in the SMART acronym you will articulate specific actions that you will implement in order to change what your supervising radiographers see of your behaviours related to that attribute. Part A should be approximately 700-1000 words.

Part B - Using your own observations and evidence from your Final GAPA, reflect on your SMART goal and describe if you reached your goal. Analyse what you did to achieve this, or why you did not, and what you could and should have done to ensure success. Describe how this goal has assisted in your continuing development as an imaging professional and also how this goal setting process will shape your future personal development plans. Part B should be approximately 500 words.

Other submission guidelines:

- a Word template will be provided so that you will enter your response under each heading to address the required content points
- your writing should follow the format of an acknowledged reflective tool (eg. Gibb's reflective cycle)
- as a reflective report, it is appropriate to write in the first person
- patient and staff confidentiality must be maintained at all times
- you cannot use any of the scenarios from the Reflections submitted during this unit. Similarly, you cannot repeat reflections used for previous Clinical Placement units, as that is considered self-plagiarism as defined in the Academic Misconduct Procedures document
- relevant external sources must be used and correctly referenced using the Harvard or Vancouver systems

A detailed marking rubric will be posted on the unit Moodle site to specify the 'Pass' requirements for each assessment criterion.

In the event that either part of your submission does not meet the 'Pass' requirements as per the rubric, you will be provided detailed feedback and guidance by the unit coordinator. You will then have one week to respond to the feedback and resubmit.

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

Part A - due by 11pm AEST Friday of Week 6. Part B - due by 11pm Friday of Week 13.

Return Date to Students

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

Weighting

Pass/Fail

Minimum mark or grade

Pass

Assessment Criteria

The reflective report submissions will be assessed for:

- completeness of the submission (providing a response in each area of the template to address the stated questions and instructions in the task description),
- use of an acknowledged reflective tool,
- creation of a goal that explicitly meets the SMART criteria,
- depth of discussions (analysis, interpretation, evaluation, recognition of own thinking and actions),
- relevance and practicality of the proposed actions, and
- clarity and format of writing (including logical flow, spelling, punctuation, grammar),
- referencing (including use of appropriate external sources and skill in using the Harvard or Vancouver referencing systems).

A detailed marking rubric will be posted on the unit Moodle site to specify the 'Pass' requirements for each criterion listed above.

In the event that either part of your submission does not meet the 'Pass' requirements as per the rubric, you will be provided detailed feedback and guidance by the unit coordinator. You will then have one week to respond to the feedback and resubmit.

To obtain a 'Pass' in this assessment item, you must:

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

Referencing Style

- [Harvard \(author-date\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Via the unit Moodle site.

Learning Outcomes Assessed

- Reflect on your practice on an ongoing basis to integrate new learning and experiences

Graduate Attributes

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

5 Performance Assessments - General Radiography, Adaptation Imaging and Computed Tomography

Assessment Type

Practical Assessment

Task Description

During the eleven weeks of clinical experience, you are expected to further develop proficiency in general radiography and adaptation imaging, as well as develop your skills in computed tomography (CT).

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 one 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 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.

Number and Types of Performance Assessments Required:

Over the course of the placement, you must pass a total of nine (9) performance assessments as detailed below by procedure category.

General Radiography

You must pass five (5) performance assessments in general radiography. Each of the five assessments must be completed on a different region of the body as categorised below:

- upper extremities
- lower extremities
- shoulder girdle
- pelvic girdle
- bony thorax
- spine
- chest
- abdomen
- craniofacial
- dental

Three of the five performance assessments in general radiography must be on a complex patient. A complex patient for MEDI13005 is defined as one who requires significant adaptation of the examination technique relative to the standard textbook approach. This adaptation may be required because of factors such as the patient's current health status, mobility, stability, cognitive status, communication abilities and/or ability to cooperate. The type of adaptation may include, but is not limited to, the approach to communicating with the patient, modification of patient positioning, the selection of views/projections to be obtained, infection control protocols to be followed. Your assessor will categorise the patient involved in the performance assessment as either basic or complex.

Adaptation Imaging in Complex Environments

You must pass two (2) performance assessments in adaptation imaging. These may be for mobile radiography, theatre fluoroscopy and/or screening fluoroscopy. (Note: all students must complete at least one mobile, one theatre fluoroscopy and one screening fluoroscopy assessment in either MEDI13005 Medical Imaging Clinical Placement 3 or MEDI14006 Medical Imaging Clinical Placement 4.)

Computed Tomography (CT)

You must pass two (2) performance assessments in CT. Each must be on a different region from the list below:

- Head (including brain, facial bones or sinuses)
- Chest
- Abdomen/Pelvis
- Spine
- Extremities

For all performance assessments, each must be completed on a separate patient presentation. It is not acceptable to image a single patient for several anatomical areas during one attendance and use those examinations for several performance assessments.

Your preparation for performance assessments:

Opportunities for assessment are limited by rosters, time available, as well as the availability of suitable patients and suitable CT examinations. 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. It is your responsibility to communicate with your supervisor in a timely manner to ensure that you are rostered into the required work areas for the targeted quantity of time (~3 weeks for CT, ~4 weeks for mobiles/theatre/fluoroscopy and ~4 weeks for general radiography). It is also your responsibility to schedule the assessments during the weeks you are rostered into the appropriate work areas.

If there are 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 so that action can be taken prior to the end of the placement. In the absence of an approved assessment extension, if you have not met all of the criteria, you will receive a fail for this assessment task.

If you are unable to meet the stated due dates for uploading your completed Performance Assessment forms, 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, 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 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 the last week of placement.

Return Date to Students

Unit coordinator will review each uploaded assessment form and provide you feedback within 5 working days 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. For each of the performance assessment forms - general radiography (basic and complex), mobile radiography, theatre fluoroscopy, screening fluoroscopy and CT, 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 a **basic general radiography** performance assessment, you must achieve the following scores:

- a minimum score of '5' for the 3 critical tasks,
- a minimum score of '4' for the non-critical tasks,
- a maximum of 3 non-critical tasks scored at '4', and
- all remaining non-critical tasks scored at '5' or better.

To achieve a 'Pass' score on a **complex general radiography** performance assessment, you must achieve the following scores:

- a minimum score of '5' for the 3 critical tasks,
- a minimum score of '4' for the non-critical tasks,
- a maximum of 4 non-critical tasks scored at '4', and
- all remaining non-critical tasks scored at '5' or better.

To achieve a 'Pass' score on a **mobile radiography** performance assessment, you must achieve the following scores:

- a minimum score of '5' for the 3 critical tasks,
- a minimum score of '4' for the non-critical tasks,
- a maximum of 5 non-critical tasks scored at '4', and
- all remaining non-critical tasks scored at '5' or better.

To achieve a 'Pass' score on a **theatre fluoroscopy** performance assessment, you must achieve the following scores:

- a minimum score of '5' for both critical tasks,
- a minimum score of '4' for the non-critical tasks,
- a maximum of 4 non-critical tasks scored at '4', and
- all remaining non-critical tasks scored at '5' or better.

To achieve a 'Pass' score on a **screening fluoroscopy** performance assessment, you must achieve the following scores:

- a minimum score of '5' for the 5 critical tasks,

- a minimum score of '4' for the non-critical tasks,
- a maximum of 5 non-critical tasks scored at '4', and
- all remaining non-critical tasks scored at '5' or better.

To achieve a 'Pass' score on a **CT** performance assessment, you must achieve the following scores:

- a minimum score of '5' for critical tasks,
- a minimum score of '3' for the non-critical tasks,
- a maximum of 1 non-critical tasks scored at '3',
- a maximum of 3 non-critical tasks scored at '4', and
- all remaining non-critical tasks scored at '5' or better.

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

- meet the minimum requirements for each assessment, as detailed above in the Assessment Criteria,
- ensure that each of the 9 performance assessments are completed on an appropriate procedure or body region as detailed in the Task Description above,
- ensure the documentation of each completed assessment form is complete as detailed in the Task Description above, AND
- upload each assessment form within three days of the final rostered shift of the week in which the assessment was completed, with the final day of submission as Tuesday in the final week of placement, and
- have no more than 2 incidents of submissions after the due date.

Referencing Style

- [Harvard \(author-date\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Via the unit Moodle site.

Learning Outcomes Assessed

- Behave in a professional manner, adhering to the profession's Code of Conduct and working within your scope of practice as appropriate to a third year student
- Critique images across a wide range of procedure types for technical sufficiency and formulation of image improvement strategies where indicated
- Demonstrate a comprehensive knowledge of radiographic, fluoroscopic and computed tomography equipment, in keeping with your level of training and experience
- Perform all general radiographic examinations on non-complex patient presentations with minimal assistance and on complex patient presentations with moderate assistance
- Perform advanced radiographic examinations, fluoroscopic and computed tomography examinations with moderate assistance.

Graduate Attributes

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

6 Global Assessment of Professional Attributes

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 the 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 Profession's 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 behaviours over a span of time. This is not limited to a particular procedure 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 aiming toward consistent performance but are still developing toward entry to practice level. 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 'Adheres 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 the 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 three times during the placement. The first occurs at the end of Week 4 and the second occurs at the end of Week 8. The first two GAPAs are formative, meaning their 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 for Sections 1, 2 and 3. Adherence to site policies (Section 4) is a requirement for all GAPAs. 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, it is expected that you will continue to meet that level of performance or surpass it for the remainder of the placement.

The third and final GAPA assessment occurs in 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 the end-of-placement assessment as formative as well, to help inform your plans for improvement that you can implement in future placements.

If you haven't used any of your assigned days of leave during your placement, the final GAPA will be at the end of Week 11, or if you have taken 1-5 days of leave then your final GAPA will be in Week 12.

In the instance where a student has a split placement scheduled across two or more sites, a formative GAPA is to be completed in the last week of the block of the rotation at each of the sites (just before leaving the site to attend another site), and a GAPA should be completed at least once every four weeks.

It is your responsibility to ensure that you remind your clinical supervisor at least a week prior to the assessment that it needs to be completed 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.

Self-assessment:

For all GAPAs, prior to meeting with your supervisor, you must also use the assessment tool to self-assess your behaviours. You must 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 MRPBA 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 signatures 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 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 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, this will result in a fail for 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 first GAPA must be completed by the end of Week 4, the second by end of Week 8 and the final completed by the final week of placement. 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 & Communication

- Minimum score on any task is '4'.

Section 2: Responsibility & Demeanour

- Minimum score on any task is '4'
- Maximum of 4 scores of '4'.

Section 3: Overall Technical Knowledge & Skill

- Minimum score on any task is '4'.

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 all 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 forms into the unit Moodle site by the due dates, 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

- [Harvard \(author-date\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Via the unit Moodle site.

Learning Outcomes Assessed

- Behave in a professional manner, adhering to the profession's Code of Conduct and working within your scope of practice as appropriate to a third year student
- Critique images across a wide range of procedure types for technical sufficiency and formulation of image

- improvement strategies where indicated
- Demonstrate a comprehensive knowledge of radiographic, fluoroscopic and computed tomography equipment, in keeping with your level of training and experience

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Team Work
- 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