



# MEDS12003 *Superficial Structures in Ultrasound*

## Term 1 - 2019

Profile information current as at 28/04/2024 01:39 pm

All details in this unit profile for MEDS12003 have been officially approved by CQUniversity and represent a learning partnership between the University and you (our student). The information will not be changed unless absolutely necessary and any change will be clearly indicated by an approved correction included in the profile.

## General Information

### Overview

This unit explores the sonographic assessment of normal and pathological superficial structures. You will apply knowledge of anatomy, physiology and embryology to conduct sonographic examinations of superficial structures in the laboratory setting as well as utilising simulated clinical scenarios and case studies to critically reflect on sonographic problems. Development of the knowledge, skills and attitudes required to perform an ultrasound examination of the thyroid will be assessed within a simulated environment.

### 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

Prerequisite MEDS11001 Fundamentals of Sonographic Practice and MEDS11002 Relational Anatomy and Image Recognition OR MEDI11003 Relational Anatomy and Corequisites MEDS12001 Physics of Ultrasound

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

### Offerings For Term 1 - 2019

- Brisbane
- Mackay
- Melbourne
- Perth
- Sydney

### 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. **Written Assessment**

Weighting: Pass/Fail

#### 2. **Practical Assessment**

Weighting: Pass/Fail

#### 3. **Online Quiz(zes)**

Weighting: Pass/Fail

#### 4. **On-campus Activity**

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

Students commented on a lack of tutor consistency over the multiple campuses.

##### Recommendation

A number of strategies have been recommended to maintain tutor consistency over multiple campuses. These include providing tutors with an online zoom orientation session prior to the commencement of the unit, ensuring regular email contact with tutors is maintained and providing tutors early access to relevant learning material for review. The academic staff will continue to reinforce to students that sonography is a complex skill to learn and learning different ways to approach a skill can enhance their learning.

#### Feedback from Student evaluation

##### Feedback

Students commented that clear expectations of practical assessment marking would be appreciated early in the term.

##### Recommendation

Practical assessment marking tool to be available at beginning of term

## Unit Learning Outcomes

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

1. Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
2. Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.
3. Analyse clinical scenarios to provide a differential diagnosis and produce a sonographic report.
4. Apply the practical skills and critical thinking necessary to perform a sonographic examination of the thyroid.
5. Display professional behaviour, teamwork and communication skills and criteria to meet safe sonographic practice

The learning outcomes for this unit relate to the requirements of the Australasian Sonographer's Association Competency Standards for the Entry Level Sonographer.

## Alignment of Learning Outcomes, Assessment and Graduate Attributes



### Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - Written Assessment - 0%	•	•			
2 - Practical Assessment - 0%	•	•	•	•	
3 - Online Quiz(zes) - 0%	•	•			

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
4 - On-campus Activity - 0%				•	•

### Alignment of Graduate Attributes to Learning Outcomes

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

### Alignment of Assessment Tasks to Graduate Attributes

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
1 - Written Assessment - 0%	•	•	•	•		•				
2 - Practical Assessment - 0%	•	•	•	•		•		•		
3 - Online Quiz(zes) - 0%		•	•	•		•				
4 - On-campus Activity - 0%	•	•			•		•	•		

## Textbooks and Resources

### Textbooks

MEDS12003

#### Prescribed

##### **Textbook of Diagnostic Sonography**

Edition: 8th (2017)

Authors: Hagen-Ansert

Elsevier

ISBN: 9780323353755

Binding: Hardcover

MEDS12003

#### Supplementary

##### **Workbook for Textbook of Diagnostic Sonography**

Edition: 8th (2017)

Authors: Hagen- Ansert

Elsevier

ISBN: 9780323441834

Binding: Paperback

#### Additional Textbook Information

Textbook is available as ebook as well. Either version is fine. Textbook will be used by multiple units throughout the duration of the course.

Workbook is highly recommended.

[View textbooks at the CQUniversity Bookshop](#)

### IT Resources

#### You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Access to CQ university campus (Sonography lab)
- Access to Phillips iSite (PACS) on-campus

## Referencing Style

All submissions for this unit must use the referencing style: [Vancouver](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Robyn Boman** Unit Coordinator

[r.boman@cqu.edu.au](mailto:r.boman@cqu.edu.au)

## Schedule

### Week 1 Introduction to Sonography, Consent, Infection Control and Thyroid - 11 Mar 2019

Module/Topic

Chapter

Events and Submissions/Topic

- Orientation to the unit
- Introduction to sonographic terminology
- Scanning planes and ultrasound equipment
- Thyroid

Course resource online (CRO)  
Hagen-Ansert (8th Ed) Chapter 22:  
• Anatomy of the thyroid gland (revision)

\*\*Induction is **compulsory** before students can attend labs, including practise in labs\*\*

Induction is provided online via a video and quiz on your Moodle site.  
Students failing to complete lab induction will receive one LiP point (refer Assessment 4).

**NO ZOOM TUTORIAL**

### Week 2 Thyroid, Communication and Spiel - 18 Mar 2019

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> <li>• Thyroid Gland</li> <li>• Communication</li> <li>• Spiel</li> </ul>	Course resource online Hagen-Ansert (8th Ed) Chapter 22: • Embryology of the thyroid gland (revision) • Thyroid physiology and laboratory data • Sonographic evaluation of the thyroid gland	<b>ZOOM Online Tutorial: 17:00 AEST (Tuesday)</b>

### Week 3 Thyroid, Lymph Nodes and Confidentiality - 25 Mar 2019

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> <li>• Thyroid, lymph nodes, neck and confidentiality.</li> </ul>	Course resource online Hagen-Ansert (8th Ed) Chapter 22: • Congenital abnormalities of the thyroid gland • Pathology of the thyroid gland • Miscellaneous neck masses	<b>NO ZOOM TUTORIAL</b>

### Week 4 Scrotum and Testes - 01 Apr 2019

Module/Topic	Chapter	Events and Submissions/Topic
Scrotum and Testes.	Hagen-Ansert (8th Ed) Chapter 23: • Anatomy of the scrotum • Technical consideration • Scrotal pathology • **Chapter 19: Scrotal trauma	<b>ZOOM Online Tutorial: 17:00 AEST (Tuesday)</b>

### Week 5 Parathyroid and Ergonomics - 08 Apr 2019

Module/Topic	Chapter	Events and Submissions/Topic
Parathyroid and Ergonomics.	Course resource online Hagen-Ansert (8th Ed) Chapter 22: • Embryology of the parathyroid gland • Anatomy of the thyroid gland • Parathyroid physiology and laboratory data • Sonographic evaluation • Pathology of the parathyroid gland	<b>Quiz 1 (Opens Monday 10.00 closes Tuesday 18:00 AEST.</b>  <b>NO ZOOM TUTORIAL</b>  <b>Online Quizzes Due: Week 5 Monday (8 Apr 2019) 10:00 am AEST</b>

### Vacation Week - 15 Apr 2019

Module/Topic	Chapter	Events and Submissions/Topic
Have a break....		<b>NO ZOOM TUTORIAL</b>

### Week 6 Breast - 22 Apr 2019

Module/Topic	Chapter	Events and Submissions/Topic
Breast.	Hagen-Ansert (8th Ed) Chapter 21: • Historical overview • Emerging sonographic technologies • Anatomy of the Breast • Physiology of the Breast • Breast evaluation overview	<b>Results for Quiz 1.</b> <b>ZOOM Online Tutorial: 17:00 AEST (Tuesday)</b>

**Week 7 Breast and Superficial parts worksheet - 29 Apr 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Breast and **Superficial Parts worksheets.	Hagen-Ansert (8th Ed) Chapter 21: • Sonographic evaluation of the breast • Pathology • **Worksheets for superficial parts (CRO)	Mock Assessment Week 7 - Thursday Written Assessment- Technical impressions Worksheet Due: Week 7 Thursday 18:00 AEST (in labs) <b>ZOOM Online Tutorial: 17:00 AEST (Tuesday)</b>  <b>Technical Impressions Worksheet</b> Due: Week 7 Thursday (2 May 2019) 6:30 pm AEST

**Week 8 Eye and Salivary Glands - 06 May 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Eye and Salivary Glands.	Course resource online	<b>ZOOM Online Tutorial: 17:00 AEST (Tuesday)</b>

**Week 9 Suuperficial Lumps, Bumps and Foreign Bodies - 13 May 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Superficial lumps, Bumps and Foreign Bodies.	Course resource online	Practical Assessment Due: Week 9 - Thursday <b>NO ZOOM TUTORIAL</b>  <b>Practical Skills Test-Modified Thyroid</b> Due: Week 9 Thursday (16 May 2019) 8:30 am AEST

**Week 10 Point of Care Ultrasound (PoCUS) - 20 May 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Point-of-Care Ultrasound.	Chapter 19 and Course resources online	On-campus Activity - Application and attendance Record Due: Week 10 Wednesday 18:00 AEST <b>NO ZOOM TUTORIAL</b>  <b>Professional Behaviour Assessment</b> Due: Week 10 Tuesday (21 May 2019) 6:00 pm AEST

**Week 11 Ultrasound Guided Interventional Procedures - 27 May 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Ultrasound Guided Interventional Processes.	Chapter 18 and Course resources online	<b>NO ZOOM TUTORIAL</b>

**Week 12 - 03 Jun 2019**

Module/Topic	Chapter	Events and Submissions/Topic
Revision/ Re-Sit Week.		Quiz 2 (Opens Monday 10:00 closes Tuesday 18:00 AEST). <b>NO ZOOM TUTORIAL</b>

**Review/Exam Week - 10 Jun 2019**

Module/Topic	Chapter	Events and Submissions/Topic
		Results for Quiz 2

**Exam Week - 17 Jun 2019**

Module/Topic	Chapter	Events and Submissions/Topic
		Results for re-sit practical assessment

**Term Specific Information**

Unit co-ordinator for Term 1 2018 is Robyn Boman.  
Robyn can be reached at r.boman@cqu.edu.au

## Grades and Assessment

This is a non-graded, pass/fail unit. Please be aware that all assessment items must be submitted by the due date, as there is no opportunity to apply a 5 per cent penalty due to the pass-fail nature of each assessment task. The Assessment Policy and Procedure (Higher Education Coursework) states: '4.21 In a pass/fail unit, students who fail a single assessment or who fail a pass/fail component of a graded unit will be deemed to have failed that unit.' The full documents for Assessment Policy and Procedure (Higher Education Coursework) and Grades and Results Procedure can be accessed on the CQUni IMPortal [http://policy.cqu.edu.au/Policy/policy\\_list.do](http://policy.cqu.edu.au/Policy/policy_list.do).

In the event of one or more components being graded a fail, all components will again need to be passed to successfully pass the unit. Please be aware that this unit is scheduled to run once a year and that the next delivery will be in T1, 2019.

It is important to note that all written assessment items must be submitted accurately, and in the correct format by the due date, as there is no opportunity to apply a 5% penalty due to the pass/fail natures of each assessment task. In regard to assessment 3, the two quizzes will be held in weeks 5, and 12, and will be open for 32 hours for you to complete from 10am AEDT Monday, to Tuesday 6pm AEDT Wednesday. In the event that you are unable to complete the quiz in the allocated time and have suitable medical documentation as discussed above, you need to notify the unit coordinator by phone before the end of the quiz (Tuesday 6pm AEDT) to be granted an extension to the quiz time. Please also note according to the Assessment Policy and Procedure (Higher Education Coursework) '4.37 Marks and/or grades for assessments released to students before Certification of Grades are provisional, and are subject to moderation and confirmation through the relevant assessment committee meetings.'

### Practical Labs (skills labs and practise labs)

Attendance at all practical skills labs for this unit are mandatory. There are 5 practical labs allocated to this unit which includes the final practical skills test. Please pay close attention to the lab schedule for this unit as any lab missed for a valid reason requires supporting documentation, and you are required to contact the unit coordinator to make up for the missed scanning time when the lab is available for practise sessions. Any lab missed without a valid reason, supporting documentation, and prior notice and approval, or being late more than twice will warrant a Lapse in Professionalism point (refer Assessment 4 for more information).

Medical or health-related certificates must be in 'the approved form' as articulated in the Assessment Policy and Procedures (Higher Education Coursework) Section 4.52.

You must notify staff before beginning scanning on any day (compulsory labs, manned practice, unmanned practice, and practical skills assessments) if you are injured or ill. In the event that your condition could harm or negatively impact either yourself or those around you (e.g. put you at risk of exacerbating an injury, or pass on viral or bacterial infections to other students and staff), you will be sent home and, in the event of it being a compulsory lab or practical skills assessment, will need to provide acceptable medical documentation for your absence as described above. If you cannot attend a practical skills assessment on the scheduled day due to illness or injury and have provided acceptable medical documentation, the unit coordinator will arrange for the practical skills assessment to be undertaken at another time. There is a compulsory online lab induction (video and quiz) - this must be completed before you can attend the sonography labs in any capacity (labs, manned practice, or unmanned practice) and failure to attend the lab induction will incur a Lapse in Professionalism point. It is your responsibility to complete the induction, and no labs may be attended until this is completed.

There are 4 manned practices (a tutor present) and 4 unmanned practices (independent) this term - these are not compulsory but have been found to be necessary to ensure enough practice to pass the practical skills assessments. If you are unable to attend an unmanned practice session (scheduled on Google docs with your peers as patients/scanners), you need to give your partner for these sessions as much notice as possible, including an estimated time of arrival if more than 10 minutes late. Professional behaviour is expected in labs and in association with this unit at all times - please see Assessment 4 for further information.

You are required to adhere to the Course Dress code when using the ultrasound simulation labs and a zero-tolerance policy will be followed. These aspects are covered by the Professional Behaviour assessment and failure to comply will result in Lapse in Professionalism points. The unit is preparation for clinical placement, where it is a requirement to wear the correct uniform and to look like a **medical professional** at all times. This also includes removing facial piercings, having long hair tied back and away from your face, short neat nails, and not wearing perfumes - these are not acceptable while on clinical placement (some people react strongly to perfumes).

Important: You must be available Monday to Friday of week 12 for re-sits or to be a patient for the practical re-sits. Re-examinations for all practical assessments will take place in week 12.

### Texts

In addition to the prescribed text, you are recommended to obtain the accompanying workbook. To give yourself the best chance of success with this unit, please ensure you attempt the prescribed activities each week and make use of study groups to generate discussion around your answers. Access to the Internet is required as updates throughout the unit will be provided on Moodle, discussion boards, via email, and collaborate.

Please be aware that apart from your prescribed text, you may also require access to supplementary texts (ie purchase is optional). Most of these supplementary texts have either been prescribed to you in past, present or as mandatory, for future units.



## Assessment Tasks

### 1 Technical Impressions Worksheet

#### Assessment Type

Written Assessment

#### Task Description

As a sonographer it is necessary to record the result of the ultrasound accurately and within a timely manner. This includes commenting on the sonographic appearance of both normal and abnormal organs, including appropriate measurements and diagrams as necessary.

This task will assess your ability to record the results of a **modified** thyroid sonographic examination, after you have completed your practical pre-test. This will also provide formative feedback for the practical skills test on the thyroid in Week 9.

#### Schedule of Test:

- You will be given **five minutes** to complete the ultrasound worksheet, following the practical (pre-test) examination.
- You will review images on the ultrasound machine.

#### Assessment Due Date

Week 7 Thursday (2 May 2019) 6:30 pm AEST

During labs in week 7 following the pre-test assessment

#### Return Date to Students

Week 8 Thursday (9 May 2019)

The results of the assessment will be made available via the unit Moodle site. You will be informed of a pass/fail (P or F) within 7 working days of the practical (pre-test) examination.

#### Weighting

Pass/Fail

#### Minimum mark or grade

65%

#### Assessment Criteria

This is a PASS or FAIL assessment. In order for a student to achieve a pass in this assessment:

- You must achieve a mark of 65% or higher.
- In the event that a student fails to reach this standard, an opportunity will be given for the student to resit the assessment test **once**.
- A repeat of the assessment will be done at a suitable time, on campus, using images provided by the unit coordinator.
- The week 7 worksheet assessment is a summative assessment and as such, there will be no option to repeat this test.

#### Pass/Fail Assessment Items:

As per the Assessment Policy and Procedure (Higher Education Coursework) item 4.62, 'In non-graded (pass/fail) units, all assessment tasks must be submitted by the due date. Students who fail a single assessment task in a pass/fail unit, or who fail a pass/fail component of a graded unit will be deemed to have failed that unit.'

#### Referencing Style

- [Vancouver](#)

#### Submission

No submission method provided.

#### Submission Instructions

Hard copy submitted to campus tutors following mock skills test. Results uploaded to moodle.

#### Learning Outcomes Assessed

- Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
- Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.

#### Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

## 2 Practical Skills Test-Modified Thyroid

### Assessment Type

Practical Assessment

### Task Description

This is a PASS/FAIL assessment.

This assessment challenges your ability to perform routine sonographic scanning techniques and image optimisation/acquisition of the thyroid in a reasonable time period to advance beginner level. It will be assessed using the Assessment of Readiness for Clinical (ARC Tool), including professional (pre-scan, during, and post-scan) and technical (scanning) requirements that are discussed in the unit lab manual, instructed labs, lectures, and tutorials. These are outlined as follows:

- Professional (pre-scan, during, and post-scan) requirements
- Apply patient care techniques and effective communication to obtain relevant patient history, informed consent, and to direct 'patients' accordingly
- Apply professionalism in dealing with equipment and the scanning setting

Technical (scanning) requirements for a modified Thyroid examination:

- You are required to perform routine sonographic scanning techniques, image optimisation, and acquisition, in a reasonable time period to advanced beginner level. A scanning time limit of 15 mins is applied to this assessment
- You will be assessed using the 'assessment of readiness for clinical' (ARC) tool, which is available on the unit Moodle site.

To pass this assessment, both the professional and technical components must be graded as a 'pass'. The components are graded separately so that if one is passed and the other is not, only the failed component must be repeated to pass. If you have failed only the professional component, the full assessment will be repeated, but you will only be marked on the professional component. There is only ONE opportunity to re-sit either component of the assessment item. Please carefully review the assessment information and ARC tool posted on the unit Moodle site.

### Assessment Due Date

Week 9 Thursday (16 May 2019) 8:30 am AEST

Practical Skills Test- Week 9. Re-Sits will occur in Week 12.

### Return Date to Students

Week 11 Monday (27 May 2019)

You will be given a pass/fail result by Week 11. Individual marks will not be released to students.

### Weighting

Pass/Fail

### Minimum mark or grade

65%

### Assessment Criteria

The criteria to receive a 'Pass' are as follows:

- A pass rate of 65% of available marks in both the technical and professional components and all bolded points in the professional component must be achieved in order to pass the assessment.
- The skills test will assess scanning technique, image optimisation, demonstration of required anatomy on images obtained, and adherence to scan protocols. The non-scanning component will assess communication, professional behaviour, patient care, infection control, and ergonomics.
- The sonography tutor will observe the student's performance of the full scanning procedure and assess each task relative to the stated standards of the Assessment of Readiness for Clinical (ARC) tool. The ARC tool and supporting details can be found on the unit Moodle site.

### Re-evaluation options:

In the event that a student does not achieve a minimum of 65% or higher or fails one of the bolded items in the professional component of the ARC tool, they will be given ONE opportunity to re-sit the technical and/or professional components in week 12. These will be conducted by a different assessor to that of the first assessment for this module. If the student has failed only the professional component, the full assessment will be repeated, but the student will only be marked on the professional component. Please be aware that all assessments will be video recorded for moderation purposes. The videos will not be released to students for review.

## Referencing Style

- [Vancouver](#)

## Submission

No submission method provided.

## Submission Instructions

Offline

## Learning Outcomes Assessed

- Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
- Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.
- Analyse clinical scenarios to provide a differential diagnosis and produce a sonographic report.
- Apply the practical skills and critical thinking necessary to perform a sonographic examination of the thyroid.

## Graduate Attributes

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

## 3 Online Quizzes

### Assessment Type

Online Quiz(zes)

### Task Description

There will be two separate online quizzes to assess your knowledge of the unit material. These are open book, and will be held in week 5 and week 12. Once available, the quiz will be open for 32 hours (ie opens at 10:00 Monday and close Tuesday 18:00 AEST).

- The content of these quizzes will be anatomy, scanning planes, image optimisation, pathology, patient care, medico-legal aspects, communication, ergonomics, sonographic terminology and infection control. The purpose of these quizzes is to ensure adequate review of theory from year 1, and that sufficient preparation has been undertaken prior to labs.
- Each quiz will have 20 questions.
- You will be allowed three attempts at each quiz. It is not compulsory to attempt the quiz three times. The attempt where you achieved the highest grade will serve as your final score for that quiz.
- There is a minimum requirement in the assessment task: 70% for each quiz.
- In the absence of an approved extension, there will be no opportunity to complete a quiz after it has closed, so ensure adequate time for completion.
- Once the quiz has commenced, approximately 1 minute per question will be given, for example, a 20 question quiz would be given a time limit of 20 minutes to complete.
- Quiz dates and topics are available on the unit Moodle site.

### Number of Quizzes

2

### Frequency of Quizzes

Other

### Assessment Due Date

Week 5 Monday (8 Apr 2019) 10:00 am AEST

Week 5 and Week 12

### Return Date to Students

Week 6 Thursday (25 Apr 2019)

Students will receive their score via the unit moodle site once all students have completed the quiz.

### Weighting

Pass/Fail

### Minimum mark or grade

70% for EACH quiz.

### Assessment Criteria

You must achieve a pass rate of 70% of the overall cumulative score of both quizzes to pass this component. Answers

will be either be correct or incorrect and tabulated by the Moodle online unit system.

#### Pass/fail units

As per the Assessment Policy and Procedure (Higher Education Coursework) item 4.62, 'In non-graded (pass/fail) units, all assessment tasks must be submitted by the due date. Students who fail a single assessment task in a pass/fail unit, or who fail a pass/fail component of a graded unit will be deemed to have failed that unit.

This is an open book quiz, so you have the opportunity to consult your notes, lecture slides, textbooks, and Moodle page. However, this assessment is to be undertaken as an individual. As per the Academic Misconduct Procedure document, cheating is defined as "*fraud, dishonesty or deceit of any kind in relation to an academic assessment.*

Examples include:

a. copying or attempting to copy from other students in either an examination or assessment;

f. Colluding with other students in individual assessments;

g. allowing others to provide you with any material that give you an unfair advantage in an assessment, and

i. completing an assessment for another person or having another person assisting in the completion of your assessment." Colluding with other students on non-group work tasks is considered academic misconduct, and will be reported to the Deputy Dean of Learning and Teaching (HMAS).

### Referencing Style

- [Vancouver](#)

### Submission

Online

### Learning Outcomes Assessed

- Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
- Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.

### Graduate Attributes

- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

## 4 Professional Behaviour Assessment

### Assessment Type

On-campus Activity

### Task Description

Professional behaviour is a critical part of any medical imaging profession, and encompasses the manner in which we treat our colleagues, patients, and the professional settings and equipment provided to us. The purpose of this assessment is to ensure that students from the medical sonography course are well-equipped to embody the high standards of professionalism that are expected from CQUniversity students while on their upcoming clinical placements. This assessment will require you to treat each of your lab sessions as a scheduled "work shift" and to exhibit high quality professional attributes to ensure you are prepared to enter the work force with the skills required to provide safe patient care and professional behaviour. As such, this assessment is based on continuous and ongoing assessment of student application and attendance during labs. Note: this extends to all behaviour exhibited by you during your time studying this unit, up until the end of exam week. This includes participation in forums and online tutorials, labs, social media etiquette, phone calls, attitude towards peers and staff, and all official correspondence with university staff, peers, and community.

This is a PASS/FAIL assessment. This assessment is marked using the Professional Behaviour Assessment (PBA) rubric and incorporates LiPs (lapses in professionalism) - to pass this unit, you need to get 12/15 for your PBA and can receive a maximum of three LiPs across all descriptors. i.e. if a fourth LiP is issued, the maximum mark would be 11/15 and the assessment will be graded as a fail. As this is a pass/fail unit, all assessment are required to pass the unit.

All interactions with staff and peers pertaining to this unit will be treated as a replica of the clinical work environment.

You will be expected to demonstrate all of the professional behaviour that will be expected of you in a formal work environment. LiPs can be issued in three different categories:

1. Professional behaviour towards colleagues and staff,
2. Professional behaviour towards patients, and
3. Professional behaviour towards professional settings and equipment.

Expected behaviour and its relevance to the clinical environment is listed under the Assessment 4: Professional Behaviour Assessment Description on the unit Moodle site. You must review this information and be aware of what is expected of you for this unit. Please be aware that having your Formative Feedback Forms signed after your lab day by not bringing them to lab would have consequences in departments in a clinical setting and will warrant a LiP. You will be required to fill out a Formative Feedback Form for each of your labs, but not for the dates of your practical skills tests as outlined in the lab manual. It is very important that you familiarise yourself with the CODE OF CONDUCT in the Lab Manual as well as the ASAR CODE OF CONDUCT and the CQU CODE OF CONDUCT. All of these documents are posted on the unit Moodle site for your information.

If unprofessional attitude or behaviour is reported by fellow classmates and not witnessed by a staff member, a written warning detailing the allegations will be issued to the student, and the student's response documented. If further evidence of an on-going unprofessional behaviour surfaces, then a LiP may be issued. This excludes lack of professionalism displayed in the use of the Google docs practise system, where the unit coordinator is able to access details of when practises are booked or changed.

Up to **THREE** LiPs can be issued before the assessment is graded as a FAIL. However, if any exhibited attitude or behaviour is deemed as unsafe or inappropriate for clinical practice, the professional behaviour assessment will be graded as a FAIL at the discretion of the unit coordinator.

Note: As a reward for demonstrating the professional behaviour we expect in our students, the names of students who get full marks for this assessment are given to clinical academics and clinical placement sites as students who have displayed exemplary professional behaviour throughout the term.

**Assessment Due Date**

Week 10 Tuesday (21 May 2019) 6:00 pm AEST

**Return Date to Students**

Week 12 Tuesday (4 June 2019)

**Weighting**

Pass/Fail

**Minimum mark or grade**

12/15 with less than 4 LiPs

**Assessment Criteria**

Pass/fail assessment.

When a LiP is felt appropriate, it will be discussed between the student and either the on-site lecturer or the unit coordinator. Written documentation explaining the reason for the issued demerit will be signed by the on-site lecturer or the unit coordinator and sent to the student via email.

A maximum of **THREE** demerit points can be obtained to pass this unit - any more than three and the assessment is graded as a FAIL.

**Referencing Style**

- [Vancouver](#)

**Submission**

Online

**Submission Instructions**

A Pass/fail grade will be uploaded to the unit moodle site.

**Learning Outcomes Assessed**

- Apply the practical skills and critical thinking necessary to perform a sonographic examination of the thyroid.
- Display professional behaviour, teamwork and communication skills and criteria to meet safe sonographic practice

**Graduate Attributes**

- Communication
- Problem Solving
- 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