



MEDS12003 *Superficial Structures in Ultrasound*

Term 1 - 2020

Profile information current as at 28/04/2024 08:49 pm

All details in this unit profile for MEDS12003 have been officially approved by CQUUniversity 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.

Corrections

Unit Profile Correction added on 06-04-20

All practical lab based skill assessments have now been deferred. Please see your Moodle site for details of the assessment.

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 - 2020

- 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 Unit Evaluation

Feedback

Moodle layout was not concise

Recommendation

A review and refinement of the layout of the Moodle site to improve navigation will be reviewed. More guidance can be given to assist the students to navigate through the Moodle site.

Feedback from Unit Evaluation

Feedback

Students would like more time with tutors in labs.

Recommendation

Addition of a manned lab could be considered to allow more interaction between tutors and students. This will allow for increased development for the students who require higher levels of interaction. An introductory day in week 1 is planned to be offered as a manned lab in 2020 Term 1 in order for the students to familiarise themselves with the ultrasound machines and lab requirements.

Feedback from Unit Evaluation

Feedback

Documentation required for lab attendance to be more clearly outlined.

Recommendation

Documents for lab attendance will be reviewed. Documents that are required can be more clearly outlined in the list of initial tasks prior to attending labs for the first time.

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%	•	•			
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

Copies are available for purchase at the CQUni Bookshop here: <http://bookshop.cqu.edu.au> (search on the Unit code)

[View textbooks at the CQUniversity Bookshop](#)

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- 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

Ovini Wanigasekera Unit Coordinator

o.wanigasekera@cqu.edu.au

Schedule

Week 1 Compulsory Induction, Lab Orientation and Introduction to Thyroid - 09 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
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- **Compulsory (online) Lab Induction**
- **Compulsory (on-campus) Lab Orientation and Introduction to Thyroid**
- Introduction to ultrasound equipment
- Scanning planes and sonographic terminology
- Introduction to Thyroid

Course Resource Online
Hagen-Ansert (8th Ed) Chapter 22

Lab Induction: completing this is **compulsory** before students can attend labs or practise in labs in any capacity. The induction is provided via a video and quiz on the unit Moodle site and students need to achieve 100% marks to pass; this needs to be completed before **12th March 2020**.

Lab Orientation is a **compulsory** on-campus attendance - WEEK 1 Thursday.

Students failing to complete the lab induction before March 12th 2020 will receive one LiP (Lapse in Professionalism) point (please refer to Assessment 4) and will not be able to attend the Lab Orientation, which will result in a **FAIL grade for the unit**. Students are required to bring:

- Proof of completed Lab Induction. Quiz results to be sighted prior to Lab Orientation. This can be electronic (on a phone) or printed (screenshot) as hard-copy evidence.
- Bring in printed copy of 'Compulsory Induction Checklist' document.

After the Lab Orientation - students will need to complete and sign the 'Compulsory Induction Checklist' document and hand it to on-campus staff.

NO ZOOM TUTORIAL

Assessment 4: On-campus Activity.

Lab Agreement (Assessment 4A) and Consent Form (Assessment 4B) Due: Week 1 Friday 18:00 AEST

Week 2 Thyroid, Communication and Spiel - 16 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> • Thyroid Gland • Communication • Spiel 	Course Resource Online Hagen-Ansert (8th Ed) Chapter 22	NO ZOOM TUTORIAL

Week 3 Thyroid, Lymph Nodes and Confidentiality - 23 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> • Thyroid, lymph nodes, neck and confidentiality. 	Course Resource Online Hagen-Ansert (8th Ed) Chapter 22	ZOOM Online Tutorial: 18:00 AEST (Tuesday)

Week 4 Scrotum and Testes - 30 Mar 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> • Scrotum and Testes. 	Course Resource Online Hagen-Ansert (8th Ed) Chapter 23:	NO ZOOM TUTORIAL

Week 5 Parathyroid and Ergonomics - 06 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> • Parathyroid and Ergonomics. 	Course Resource Online Hagen-Ansert (8th Ed) Chapter 22	Online QUIZ 1: Opens Monday 10:00, closes Tuesday 18:00 AEST ZOOM Online Tutorial: 18:00 AEST (Tuesday)

Vacation Week - 13 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
Break Week		NO ZOOM TUTORIAL

Week 6 Breast - 20 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> Breast Superficial Parts worksheet. 	Course Resource Online <ul style="list-style-type: none"> Worksheets for superficial parts Hagen-Ansert (8th Ed) Chapter 21 	NO ZOOM TUTORIAL

Week 7 Breast and Mock Assessment - 27 Apr 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> Breast 	Course Resource Online Hagen-Ansert (8th Ed) Chapter 21.	ZOOM Online Tutorial: 18:00 AEST (Tuesday) MOCK Assessment: (pre-preparation test) Student to bring a printed hard copy version of the ARC (Assessment of Readiness for Clinical) tool should your assessor need to use it on the day. Written Assessment - Technical impressions: To be completed in labs straight after your Mock assessment and handed to on-campus staff. Technical Impressions Worksheet Due: Week 7 Thursday (30 Apr 2020) 6:00 pm AEST

Week 8 Eye and Salivary Glands - 04 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
Eye and Salivary Glands.	Course Resource Online	ZOOM Online Tutorial: 18:00 AEST (Tuesday)

Week 9 Supericial Lumps, Bumps and Foreign Bodies - 11 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> Superficial lumps, Bumps and Foreign Bodies. 	Course Resource Online	NO ZOOM TUTORIAL Practical Assessment: SKILLS TEST Week 9 - Thursday Practical Skills Test - Modified Thyroid Due: Week 9 Thursday (14 May 2020) 11:45 pm AEST

Week 10 Point of Care Ultrasound (PoCUS) - 18 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> Point-of-Care Ultrasound. 	Course Resource Online Hagen-Ansert (8th Ed) Chapter 19.	NO ZOOM TUTORIAL

Week 11 Ultrasound Guided Interventional Procedures - 25 May 2020

Module/Topic	Chapter	Events and Submissions/Topic
<ul style="list-style-type: none"> Ultrasound Guided Interventional Processes. 	Course resources online Hagen-Ansert (8th Ed) Chapter 18.	NO ZOOM TUTORIAL

Week 12 - 01 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic

Online QUIZ 2: Opens Monday 10:00, closes Tuesday 18:00

Practical Assessment: RESIT SKILLS TEST Week 12 - Thursday

NO ZOOM TUTORIAL

Assessment 4: On-campus Activity: Formative Feedback and Lab Attendance Record Due: Week 12 Friday 18:00 AEST

Online Tests Due: Week 12 Tuesday (2 June 2020) 6:00 pm AEST
Professional Behaviour Assessment and Formative Feedback and Lab Attendance Record Due: Week 12 Friday (5 June 2020) 6:00 pm AEST

Revision/ Re-Sit Week.

Review/Exam Week - 08 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
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Exam Week - 15 Jun 2020

Module/Topic	Chapter	Events and Submissions/Topic
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Term Specific Information

Unit coordinator for Term 1 2020 is Ovini Wanigasekera
Ovini can be reached at o.wanigasekera@cqu.edu.au (Monday-Thursday). The Unit coordinator is based in Perth therefore please account for time differences with regards to communication. Email is the preferred method of communication.

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: '4.41 Students who fail a single assessment in a pass/fail unit or a pass/fail component in a graded unit will be deemed to have failed that unit, unless the unit profile includes provision for students to re-attempt a failed assessment task and the student passes the re-attempted assessment.' 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.

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 Term 1, 2021.

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 nature 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 AEST Monday to Tuesday 6pm AEST. In the event that you are unable to complete the quiz in the allocated time and have suitable medical documentation as discussed below, you need to notify the unit coordinator by phone before the end of the quiz (Tuesday 6pm AEST) to be granted an extension to the quiz time.

Please also note according to the Assessment Policy and Procedure (Higher Education Coursework) 4.74: 'Marks and/or grades for assessments released to students before certification of grades are provisional, and are subject to moderation and confirmation through Education Committee assessment meetings.'

Practical Labs (skills labs and practise labs):

Attendance at all practical skills labs and the Lab Orientation for this unit is COMPULSORY. There are 5 practical labs allocated to this unit which are held on Thursdays. This includes the final practical skills test. **Please be aware to bring the Formative Feedback and Lab Attendance Record with you to every Compulsory Lab.** The Formative Feedback Forms record all tutor feedback and comments, and allow you to reflect on areas of improvement. You will be required to fill out a Formative Feedback Form for each of your labs in Weeks two to six (2 - 6), but not for the dates of your Lab Orientation, Mock (pre-preparation test) and Skills Test (practical assessment) as outlined in the overview. If you do not bring (or forget to bring) in your Formative Feedback and Lab Attendance Record on the day of your Compulsory Lab, this will warrant a LiP (Lapse in Professionalism) point. Please pay close attention to the lab schedule and MEDS12003 Unit Overview.

Absenteeism/Lateness:

You **must** notify the unit coordinator and local lab staff (phone, email, text) **before** the start of compulsory labs if you are unable to attend or anticipate being late; this includes practical assessment days. Labs missed for a valid reason require supporting documentation, and you are advised to contact the unit coordinator to organise time to make up for the missed scanning time during practise sessions. Any lab missed without valid reason, supporting documentation, and prior notice or approval, or being late to labs more than twice will warrant a Lapse in Professionalism point (see assessment 4 for more information on Lapses in Professionalism). Acceptable reasons for adjusting assessment for exceptional circumstances are articulated in the CQUniversity Assessment Policy and Procedure (HE Coursework), section 5.17, and are applicable for practical skills assessments, quizzes, and written assessment components:

Students may request an adjustment to their assessment if their ability to prepare for, complete, submit or attend assessment was or will be significantly impacted by exceptional circumstances beyond their control due to: a) disability as defined in the Disability Policy (for advice contact the Inclusion and Accessibility Service) b) medical or health-related condition (e.g. serious or debilitating illness or injury; hospitalisation; giving or recently given birth; mental health illness or condition) (for advice contact the Inclusion and Accessibility Service) c) hardship or trauma (e.g. recent victim of crime, serious accident or other critical incident; sudden loss of income, employment or accommodation; severe disruption to domestic arrangements or family relationship breakdown) d) compassionate circumstances (e.g. death of a family member or close friend; severe disruption to domestic arrangements or family relationship breakdown; unexpected carer responsibilities; life-threatening illness of a family member; severe financial difficulty) e) unavoidable commitment that by its nature cannot be rescheduled (e.g. work commitments, primary carer responsibilities, jury service, approved activities away from campus or normal residence such as study overseas or work placements; cultural or religious obligations; state, national, international or other commitments requiring the student's participation including those stated in 5.18 below).

You **must** notify staff **before** beginning scanning on any day (compulsory labs, manned practise, unmanned practise, and practical skills assessment) 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 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 practise to pass the practical skills assessments. If you are unable to attend an unmanned practise session (scheduled on GoogleDocs 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. Lack of professional behaviour during these sessions will warrant a LiP (Lapse in Professionalism) point (please refer to Assessment 4 for more information).

There is a compulsory online WH&S Lab induction (video and quiz) which must be completed before you can attend the sonography labs in any capacity (labs, manned practise, or unmanned practise). Failure attend the Lab Orientation in Week 1 (due to failure in completing the online Lab induction) will consequently result in a FAIL. It is your responsibility to complete the induction as no labs or lab orientation may be attended until this is completed.

You are required to adhere to the Sonography Labs Dress Code at all times when using the ultrasound simulation labs, including unmanned practises, and the CQU Zero Tolerance Policy will be followed - both of these aspects are covered by the Professional Behaviour assessment and failure to comply will result in Lapse in Professionalism points and potentially being asked to leave the lab (if in unsuitable or unsafe attire). 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 with natural coloured polish if any, and not wearing perfumes - these are not acceptable while on clinical placement (some people react strongly to

perfumes).

Important: You must be available (all day) Thursday in Week 12 for re-sits or to be a patient for the practical re-sits. This includes re-sit practises that will be advised at a later date. Re-examinations for all practical assessments will take place in week 12.

Text books:

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 Zoom tutorials. Please be aware that apart from your prescribed text, you may also require access to supplementary texts (i.e. 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 examination 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, during Week 7 labs. This will also provide formative feedback for the practical skills test on the thyroid in Week 9.

Schedule of Written Assignment:

- You will review your images from your thyroid mock assessment on the ultrasound machine. In the event that you did not get all measurements, your tutor will provide some so you can complete your worksheet.
- You will be given **five minutes** to complete the ultrasound worksheet.

Assessment Due Date

Week 7 Thursday (30 Apr 2020) 6:00 pm AEST

Complete straight after your Mock Assessment (Thursday) in WEEK 7

Return Date to Students

Week 9 Tuesday (12 May 2020)

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 mock assessment.

Weighting

Pass/Fail

Minimum mark or grade

65%

Assessment Criteria

This is a PASS/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.

Pass/Fail Assessment Items:

As per the Assessment Policy and Procedure (Higher Education Coursework) item 5.54: For some assessments, it may not be appropriate to apply a late penalty. Such assessments will receive a mark of zero if not completed by or on the specified date. Examples are: e) pass/fail assessment tasks.

Referencing Style

- [Vancouver](#)

Submission

Offline

Submission Instructions

Hard copy submitted to on-campus tutors following Week 7 Lab session.

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 advanced beginner level. It will be assessed using the Assessment of Readiness for Clinical (ARC) Tool or eARC (electronic version of the 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 ARC tool, which is available on the unit Moodle site. Your assessors may use the eARC (electronic version of the ARC tool) to assess you on the day.

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 bring in a hard copy of the ARC tool to your Mock Assessment (week 7) should your assessor required to use it on the day. If you do not bring (or forget to bring) in a paper (hard copy) of the ARC tool on the day of your Mock Assessment day, this may warrant a LiP point.

Please carefully review the assessment information and ARC tool posted on the unit Moodle site.

All assessments will be marked by at least one assessor, and will include your assessor on the day and one co-coordinator from another campus. One grade will be allocated at the completion of all marking and moderating and one feedback page given to you from the back of the ARC tool.

Assessment Due Date

Week 9 Thursday (14 May 2020) 11:45 pm AEST

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

Return Date to Students

Week 11 Thursday (28 May 2020)

You will be given a Pass/Fail result within 10 business days. 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 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 practical skills assessments will be video recorded. Videos may be viewed by CQU sonography staff and tutors for the purposes of marking and moderation of assessments, and may be required to be viewed by other CQU staff in the event of a student requesting either a Review of Grade or an Appeal of Grade. The videos will not be released to students for review.

Please be aware as this is a PASS/FAIL unit the total mark on the ARC tool will not be available for students to review however a feedback page with additional comments will be provided to all students.

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 Tests

Assessment Type

Online Quiz(zes)

Task Description

There will be two separate online tests (quizzes) to assess your knowledge of the unit material. These are open book, and will be held in weeks 5 and 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. Each quiz will have 20 questions. You will be allowed ONE attempt at each quiz.
- 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.
- In the event that you are unable to complete the quiz in the allocated time and have suitable medical documentation for exceptional circumstances as discussed under Term Specific Information in this Unit Profile, you need to notify the unit coordinator **by phone** before the end of the quiz (Tuesday 6pm AEST time) to be granted an extension to the quiz time.
- In the absence of an approved extension, there will be no opportunity to complete a quiz after it has closed.

PLEASE NOTE: Students must achieve a cumulative score of 70% across the two quizzes to pass this assessment - failure to complete one quiz means a maximum possible cumulative score of 50% = a FAIL for the quiz assessment and a fail grade for MEDS12003.

Number of Quizzes

2

Frequency of Quizzes

Other

Assessment Due Date

Week 12 Tuesday (2 June 2020) 6:00 pm AEST

Week 5 and Week 12

Return Date to Students

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% cumulatively

Assessment Criteria

Answers will either be correct or incorrect and tabulated by the unit's online Moodle system. Students will receive their score for each quiz once all students have completed that quiz.

Students must achieve a **cumulative** pass rate of 70% across the two quizzes to pass this assessment.

As per Assessment of Coursework Procedures (Section 3 Assessment Extensions), item 5.5, "For some assessments, it may not be appropriate to apply a late penalty. Such assessments will receive a mark of zero if not completed by or on the specified date. Examples are: b) online quizzes where answers are released to students on completion."

PLEASE NOTE: Failure to complete one quiz means a maximum possible cumulative score of 50% = a FAIL grade for this assessment item and a fail grade for MEDS12003.

This is an open book quiz, so you have the opportunity to consult your notes, lecture slides, text books, and unit Moodle page. However, this assessment is to be undertaken as an individual. As per the Academic Misconduct Procedure document, section 5.1, cheating is defined as "fraud, dishonesty or deceit of any kind in relation to an academic assessment. Examples include: a) contract cheating, such as paying a company or person or asking a friend to write a paper or attend an exam, whether for payment or not (see contract cheating), b) copying or attempting to copy from other students in either an examination or assessment; g) colluding with other students in individual assessments; h) allowing others to provide you with any material that give you an unfair advantage in an assessment, including contract cheating; and j) 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 and Formative Feedback and Lab Attendance Record

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, a pass in all assessment items is required to pass this unit. The rubric will be issued by the Unit Coordinator in the event of a student receiving more than 3 LiP points. Students who have passed this assessment may request their PBA rubric in exam week if they would like their own copy.

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. It is very important that you familiarise yourself with the CODE OF CONDUCT in the Lab Manual as well as 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 includes lack of professionalism displayed in the use of the Googledocs 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.**

The Formative Feedback and Lab Attendance Record assess your on-campus activity and engagement throughout the term. They allow you to monitor your performance in each lab (inclusive of LiPs issued), receive formative feedback from the tutors and record participation in various Moodle activities throughout the unit. Examples of 'application' is active participation in Moodle activities such as discussions through the Case of The Week Forum. Examples of 'attendance' is recording 100% Lab attendance which is sighted and signed by the on-campus Tutor at the end of the lab

session. **Please be aware to bring the Formative Feedback and Lab Attendance Record with you to every Compulsory Lab.** The Formative Feedback Forms record all tutor feedback and comments and allow you to reflect on areas of improvement. You will be required to fill out a Formative Feedback Form for each of your labs in Weeks two to six (2 - 6), but not for the dates of your Lab Orientation, Mock (pre-preparation test) and Skills Test (practical assessment) as outlined in the overview, as the Mock and the Skills Test will be assessed with the Assessment of Readiness for Clinical (ARC) tool. If you do not bring (or forget to bring) in your Formative Feedback and Lab Attendance Record on the day of your Compulsory Lab, this will warrant a LiP point.

Submissions for Assessment 4 includes:

1. Signed Lab Agreement Form, upload to the unit Moodle site under Lab Agreement (Assessment 4A) - Due Week 1 Friday.
2. Signed Consent Form, upload to the unit Moodle site under Consent Form (Assessment 4B) - Due Week 1 Friday.
3. Formative Feedback and Lab Attendance Record, upload under Assessment 4: Formative Feedback and Lab Attendance - Due Week 12 Friday.

Please submit these documents in PDF format only under the relevant Assessment Item.
This is a PASS/FAIL assessment.

Note: As a reward for demonstrating the professional behaviour we expect in our students, the names of students who receive no LiP points are given to clinical academics and clinical placement sites as students who have displayed exemplary professional behaviour throughout the term.

Assessment Due Date

Week 12 Friday (5 June 2020) 6:00 pm AEST

Please submit these documents in PDF format only as 3 separate files under the Assessment 4 submissions.

Return Date to Students

Exam Week Friday (19 June 2020)

A Pass/Fail grade will be appear in Gradebooks within 10 working days after due date in week 12.

Weighting

Pass/Fail

Minimum mark or grade

12/15 with less than 4 LiPs and completed Formative Feedback and Lab Attendance Record (minimum criteria stated above)

Assessment Criteria

Professional Behaviour Assessment Rubric:

A maximum of **THREE** LiPs (Lapse in Professionalism) points can be obtained to pass this unit - any more than three and the Professional Behaviour Assessment Rubric is graded as a FAIL. When a LiP is felt appropriate, it will be discussed between the student and either the on-campus lecturer or the unit coordinator. Written documentation explaining the reason for the issued LiP point will be signed by the on-campus lecturer or the unit coordinator and sent to the student via email.

Formative Feedback and Lab Attendance Record:

Less than 100% Lab attendance (unless otherwise discussed with unit coordinator) and poor engagement with Moodle interaction is graded as a FAIL.

Inadequate Moodle interaction can be determined as students who do not log onto the MEDS12003 Moodle site frequently (minimum requirement at least once a week) and students who do not participate in at least one (1) 'Case of the Week' discussion through the 'Case of the Week Forum'. Required specification for this discussion is outlined in the Formative Feedback and Lab Attendance Record document. It is also highly recommended to participate in Q&A forums throughout the term to address any unit specific queries.

Submissions for Assessment 4 includes:

1. Signed Lab Agreement Form, upload to the unit Moodle site under Lab Agreement (Assessment 4A) - Due Week 1 Friday.
2. Signed Consent Form, upload to the unit Moodle site under Consent Form (Assessment 4B) - Due Week 1 Friday.
3. Formative Feedback and Lab Attendance Record, upload under Assessment 4: Formative Feedback and Lab Attendance - Due Week 12 Friday.

Please submit these documents in PDF format only under the relevant Assessment Item.
Please note this is a PASS/FAIL assessment.

Referencing Style

- [Vancouver](#)

Submission

Online

Submission Instructions

A Pass/fail grade will be uploaded to the unit Moodle site within 10 working days.

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