



MEDS12004 Sonographic Skills Development 1

Term 2 - 2017

Profile information current as at 20/04/2024 02:38 am

All details in this unit profile for MEDS12004 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 prepares you for the clinical workplace through the development of skills in scanning techniques for the abdomen and transabdominal female pelvis. You will be required to demonstrate the skills, knowledge and professional behaviours needed to work in a clinical setting, and will be assessed within a simulated environment. This unit prepares you for entry into the clinical environment using the Assessment of Readiness for Clinical tool (ARC) in conjunction with other assessment tasks. Condition: Continued enrolment in MEDS12004 is conditional upon passing any outstanding assessment pieces in MEDS12001 and MEDS12002 and MEDS12003. The opportunities to repeat this quota based unit are limited and may require relocation to another campus, as determined by the discipline lead .

Details

Career Level: *Undergraduate*

Unit Level: *Level 2*

Credit Points: *12*

Student Contribution Band: *8*

Fraction of Full-Time Student Load: *0.25*

Pre-requisites or Co-requisites

Pre-requisites: MEDS12003 Superficial Structures in Ultrasound AND MEDS12002 - Abdominal Ultrasound AND MEDS12001 Physics of Ultrasound Co-requisites: MEDS12006 Ultrasound in Obstetrics and Gynaecology 1 Condition: Continued enrolment in MEDS12004 is conditional upon passing any outstanding assessment pieces in MEDS12001 and MEDS12002 and MEDS12003.

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 - 2017

- Brisbane
- Mackay
- Melbourne
- 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 12-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 25 hours of study per week, making a total of 300 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. **Practical Assessment**

Weighting: Pass/Fail

2. **Practical Assessment**

Weighting: Pass/Fail

3. **Online Quiz(zes)**

Weighting: Pass/Fail

4. **Written Assessment**

Weighting: Pass/Fail

5. **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 Staff feedback

Feedback

Multi-tiered tutor supervision

Recommendation

The need for key personnel at each campus is paramount to ensure a smooth delivery of this unit due to its intensive, practical nature. This need is increasingly important with the addition of a fifth campus in Perth.

Feedback from Unit evaluation, staff feedback.

Feedback

Moderation across campuses and across assessors.

Recommendation

Moderation must continue to occur across all campuses to ensure consistency. All tutors must also be moderated at a campus level to ensure they are complying with protocols.

Feedback from Unit evaluation, student emails, staff feedback.

Feedback

Learning tools

Recommendation

This year students indicated the highest levels of satisfaction for this course since 2013. The feedback was overwhelmingly positive for the new styled interactive video's and moodle resources. Continued refinement of videos to ensure compliance with written protocols and ARC tools.

Feedback from Unit evaluation, staff feedback.

Feedback

Assessments

Recommendation

Further refinement of assessments to occur to streamline relevance to the clinical environment.

Unit Learning Outcomes

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

1. Apply the practical skills and critical thinking necessary to perform a sonographic examination of abdominal and female pelvic organs
2. Differentiate the variants of normal sonographic appearances of abdominal and female pelvic organs
3. Critically reflect upon own professional practice utilizing constructive feedback
4. Display professional behaviour, teamwork and communication skills and criteria to meet safe sonographic practice

Australasian Sonography Association Competency Standards for the Entry Level Sonographer

Units: 1,2,4,5,6 & 10

Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

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

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes			
	1	2	3	4
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 - Practical Assessment - 0%	•	•	•			•	•	•		
2 - Practical Assessment - 0%	•	•	•			•	•	•		
3 - Online Quiz(zes) - 0%	•	•		•						

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
4 - Written Assessment - 0%	•	•	•		•			•		
5 - On-campus Activity - 0%	•	•	•		•		•	•		

Textbooks and Resources

Textbooks

MEDS12004

Prescribed

Practical Ultrasound: an illustrated guide

Edition: 2nd (2013)

Authors: Jane Alty & Edward Hoey

CRC Press

Australia

Binding: Hardcover

MEDS12004

Prescribed

Sonography: Introduction to Normal Structure and Function

Edition: 4th (2016)

Authors: Arnez Curry, R & Bates Tempkin, B

Elsevier Health Sciences

St. Louis , MS , USA

Binding: Hardcover

MEDS12004

Prescribed

Workbook and Lab Manual for Sonography: Introduction to Normal Structure and Function

Edition: 4th (2016)

Authors: Arnez Curry, R & Bates Tempkin, B

Elsevier Health Sciences

St. Louis , MS , USA

Binding: Hardcover

[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 card to CQUniversity campus (Melbourne students)
- Access card to the Ultrasound Imaging Lab (Mackay students)
- Philips iSite PACS System

Referencing Style

All submissions for this unit must use the referencing style: [American Psychological Association 6th Edition \(APA 6th edition\)](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Celia Tinetti Unit Coordinator
c.tinetti@cqu.edu.au

Schedule

Week 1 - 10 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Compulsory Lab Induction on Monday 10th July for students with this as their first lab unit in 2017; Zoom session to be taken on campus . Orientation to the unit Abdominal Aorta and IVC	Curry and Tempkin Ch 10 & Ch 11 Alty & Hoey (2013) Ch 1, 2, 5 Alty & Hoey (2013) Ch 3 pp 7-11	Submission of Lab Agreement Submission of Consent form (for students with this as their first lab unit in 2017) Friday 14 July @ 5:00pm AEST.

Week 2 - 17 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Scanning the Kidneys	Curry and Tempkin Ch 17 Alty & Hoey (2013) Ch 4 pp 49-53, 62-73	

Week 3 - 24 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Pancreas and Gallbladder	Curry and Tempkin Ch 15 and 16 Alty & Hoey (2013) Ch 3 pp 38-45	

Week 4 - 31 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Bile Duct and Portal Vein	Curry and Tempkin Ch 13 and 15 Alty & Hoey (2013) Ch 3 pp 40-41	Quiz 1 (Opens Tuesday 10:00am, closes Wednesday 6:00pm AEST)

Week 5 - 07 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
The Liver	Curry and Tempkin Ch 14 Alty & Hoey (2013) Ch 3 pp 28-37	

Vacation Week - 14 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
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Week 6 - 21 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
The Spleen	Curry and Tempkin Ch 18 Alty & Hoey (2013) Ch 3 pp 46-47	

Week 7 - 28 Aug 2017

Module/Topic	Chapter	Events and Submissions/Topic
Full Abdomen		

Week 8 - 04 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Skills Test: Full Abdomen		Scanning Skills Test 1 - Full Abdomen Scan Due: Week 8 Thursday (7 Sept 2017) 6:00 pm AEST

Week 9 - 11 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
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Transabdominal Female Pelvis	Curry and Tempkin Ch 21 pp 341-365, 369-375 Alty & Hoey (2013) Ch 10 pp 149-157	Quiz 2 (Opens Tuesday 10:00am, closes Wednesday 6:00pm AEST) Online Quiz(zes) Due: Week 9 Wednesday (13 Sept 2017) 6:00 pm AEST
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Week 10 - 18 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Transabdominal Female Pelvis	Curry and Tempkin Ch 21 pp 375-389 Alty & Hoey (2013) Ch 10 pp 162-170	

Week 11 - 25 Sep 2017

Module/Topic	Chapter	Events and Submissions/Topic
Competency Test: Transabdominal Female Pelvis		Scanning Skills Test 2 - Transabdominal Female Pelvis Due: Week 11 Tuesday (26 Sept 2017) 7:00 pm AEST

Week 12 - 02 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic
Re-sits: Full Abdo and Transabdominal Female Pelvis		Submission of Lab Attendance Record Submission of Formative Feedback Forms Due date and time: Friday 6 October @ 5:00pm AEST. Written Assessment Due: Week 12 Friday (6 Oct 2017) 5:00 pm AEST Professional Behaviour Assessment Due: Week 12 Friday (6 Oct 2017) 5:00 pm AEST

Review/Exam Week - 09 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Exam Week - 16 Oct 2017

Module/Topic	Chapter	Events and Submissions/Topic

Term Specific Information

Unit coordinator for Term 2, 2017 is Celia Tinetti. Celia can be reached at c.tinetti@cqu.edu.au or by phone on 03 9616 0528. Unit facilitator is Shani Watts. Shani can be reached at s.watts@cqu.edu.au or by phone on 08 9260 4052 - be aware that there is a 2-3 hour time difference (depending on whether daylight savings is active), as Shani is at our Perth campus.

This is a non-graded, pass/fail unit. Please be aware the updated *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.

Skills labs for this unit are mandatory. Labs missed for a valid reason require supporting documentation, and students are advised to contact the unit coordinator to organise time to make up for the missed scanning time when the lab is available for practise sessions. Any lab missed without valid reason, supporting documentation, and prior notice or approval will warrant a demerit point.

In accordance with university policies:

4.52 A required medical or health-related certificate 'in the approved form' meets all of the following criteria:

- a) is a document provided and signed by a registered medical, dental, psychological or allied health practitioner (not practitioners of alternative medicine, naturopaths, herbalists unless they are registered practitioners)
- b) has a registered provider number or the practitioner's professional association registration number on the document or an equivalent means or certification for a country other than Australia
- c) **states the date on which the student was examined and the nature, severity and duration of the complaint**
- d) states whether the student was affected by the complaint on the day of the assessment task
- e) provides the medical or allied health practitioner's opinion of the effect of the complaint on the student's ability to undertake the assessment task. The University may not accept certificates that appear to rely on statements by the patient (e.g. "the patient states that..." or "according to the patient...")
- f) contains sufficient evidence to enable an informed decision regarding the application. Non-specific statements that are not acceptable include but are not limited to the following: "the student is not fit for duty" and "the student is suffering from a medical condition or illness". A statement that "the patient is, in my opinion, suffering from a medical condition, the exact nature of which I cannot divulge for reasons of patient privacy" would be acceptable, and,
- g) is dated on or before the assessment task due date. Only in exceptional circumstances will retrospective medical or health-related certificates be accepted.

If this is your first lab unit for 2017, there is a compulsory lab induction on Monday 10th July - this must be completed before you can attend the sonography labs in any capacity (labs, manned practise, or unmanned practise) and failure to attend the lab induction will incur a demerit point. It will be the student's responsibility to coordinate with campus staff to complete the induction, and no labs may be attended until this is completed.

Please pay close attention to the lab schedule for this unit. Students are required to adhere to the Course Dress Code at all times when using the ultrasound simulation labs, 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 demerit points.

Important: You **MUST** be available all 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.

Assessment Tasks

1 Scanning Skills Test 1 - Full Abdomen Scan

Assessment Type

Practical Assessment

Task Description

This is a PASS/FAIL assessment. The assessment challenges students' ability to perform routine sonographic scanning techniques and image optimisation & acquisition of the abdomen (male and female), in a reasonable time period to advanced beginner level.

In summary, this is an assessment of the pre-scan, scanning and post-scan skills that are further discussed and emphasised in the unit lab manual, instructed labs, lectures, and tutorials. Students will be assessed using the 'Assessment of Readiness for Clinical' (ARC tool).

To achieve a pass, each assessment must be passed individually as these indicate the required standard to progress to the first clinical placement. The following lists the sub-assessment items:

Professional (pre-scan 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:

- Students are required to perform routine sonographic techniques and image optimisation of the abdomen (male and female) in a reasonable time period, to advanced beginner level.
- Abdominal ultrasound skills test is marked as per the ARC tool – scanning time limit is **45 minutes**.

The professional and technical components must each be graded as a 'pass' in order to pass the assessment. The components are graded separately so that if one is passed and the other is not, only the failed component must be repeated. All of the bolded items in the professional assessment must receive full marks to pass the professional assessment. 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.

There is only ONE (1) opportunity to re-sit the technical and/or professional components of the assessment item in Week 12.

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

Assessment Due Date

Week 8 Thursday (7 Sept 2017) 6:00 pm AEST

PRACTICAL SKILLS TEST - WEEK 8. Re-sits will occur in Week 12.

Return Date to Students

Students will be given a pass/fail result within 7 working days. Individual marks will NOT be released to students. Re-sit grades will be released within 10 working days to ensure thorough and accurate moderation.

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark or grade - 65%

Assessment Criteria

SKILLS TEST ABDOMEN

- A pass rate of 65% of available marks in EACH component of the practical and professional behaviour must be achieved to pass the assessment.
- As per Assessment of Coursework Procedures (Section 3 Assessment Extensions), item 3.2.5, 'these scanning tests are considered professional assessment tasks and have an absolute submission date. Accordingly, these assessments must be completed by/on the specified date. In the absence of an approved extension, there will be no opportunity to complete the task after this date, and there will be no opportunity to apply a late penalty'.
- 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.
- 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.

Please be aware that ALL practical skills tests will be video recorded for moderation purposes.

Re-evaluations:

- The minimum pass rate on the skills test is 65%. All students who achieve marginal and failing grades will have their images and/or video cross-marked (moderated) by a second on-campus assessor and one of the unit facilitators. There will also be random on- and off-campus moderation of passing grades to ensure assessor accuracy. Grades are only finalised once the moderation process is complete.

- In the event that a student does not achieve a minimum of 65% or higher during the week 8 skills test, they will be given ONE (1) opportunity to re-sit the technical and/or professional components of the assessment item in Week 12. This practical test will be conducted by a different assessor to that of the first test with a different patient.
- All students who achieve marginal and failing grades will have their images and/or video cross-marked (moderated) by a second on-campus assessor and one of the unit facilitators. There will also be random on- and off-campus moderation of passing grades to ensure assessor accuracy. Provisional grades will be released once the moderation process is complete. These are not formally certified until just before the start of Term 3, so will only be provisional until that time.
- Please be aware that all re-sits will be video recorded for moderation purposes.
- Re-sit results will be released within 10 working days to ensure thorough and accurate moderation.

"Students who fail a pass/fail component of a graded unit will be deemed to have failed that unit". Therefore EACH of the two (2) components **must be passed individually** to pass the unit.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Offline

Learning Outcomes Assessed

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

Graduate Attributes

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

2 Scanning Skills Test 2 - Transabdominal Female Pelvis

Assessment Type

Practical Assessment

Task Description

This is a PASS/FAIL assessment. This assessment requires students to be competent to perform a full transabdominal female pelvic and left kidney exam, including professional (pre-scan and post-scan) and technical (scanning) requirements that are further discussed and emphasised in the unit lab manual, instructed labs, lectures, and tutorials, and are outlined as follows:

Professional (pre-scan 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:

- Students are required to be competent to perform routine sonographic scanning techniques and image optimisation & acquisition of the transabdominal female pelvis and left kidney, in a reasonable time period, to **beginner level**.
- Prior to the assessment, students will draw a random number that represents one of the four components in the female pelvis - uterus, endometrium, right ovary, or left ovary.
- A scanning time limit of **14 mins** is applied to this assessment when the randomly drawn component is uterus, right ovary, or left ovary
- A scanning time limit of **12 mins** is applied to this assessment when the randomly drawn component is endometrium.
- All assessments include surveying and imaging the left kidney, which was omitted from the abdominal ultrasound examination in the earlier assessment.

Students will be assessed using the 'Assessment of Readiness for Clinical' (ARC) tool, as per randomly drawn component.

The professional and technical components must each be graded as a 'pass' to pass the assessment. The components are graded separately so that if one is passed and the other is not, only the failed component must be repeated. All of the bolded items in the professional assessment must receive full marks to pass the professional assessment. 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.

There is only ONE (1) opportunity to re-sit the technical and/or professional components of the assessment item in Week 12. Students repeating the technical component will again draw a random number that represents one of the four components in the female pelvis, and are required to perform routine sonographic scanning techniques and image optimisation & acquisition of the left kidney and the above mentioned randomly drawn component to **beginner level**. Please carefully review the assessment information and ARC tool posted on Moodle.

Assessment Due Date

Week 11 Tuesday (26 Sept 2017) 7:00 pm AEST

SKILLS TEST WEEK 11. Re-sits will occur in Week 12.

Return Date to Students

Students will be given a pass/fail result within 48 hours to allow for practise for the re-sit the following week. Individual marks will NOT be released to students. Re-sit results will be released within 10 working days to ensure thorough and accurate moderation.

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark or grade - 65%

Assessment Criteria

SKILLS TEST: TRANSABDOMINAL FEMALE PELVIS

- A pass rate of 65% of available marks in EACH component of the technical and professional behaviour must be achieved to pass the assessment.
- As per Assessment of Coursework Procedures (Section 3 Assessment Extensions), item 3.2.5, 'these scanning tests are considered professional assessment tasks and have an absolute submission date. Accordingly, these assessments must be completed by/on the specified date. In the absence of an approved extension, there will be no opportunity to complete the task after this date, and there will be no opportunity to apply a late penalty'.
- The sonography tutor will observe the student's performance of the scanning procedure of the left kidney and randomly drawn component, 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.
- The competency test will assess scanning technique, image optimisation, demonstration of required anatomy on images obtained, and adherence to scan protocols of the left kidney and one of the components of the female pelvis - uterus, endometrium, right ovary, or left ovary. The non-scanning component will assess communication, professional behaviour, patient care, infection control, and ergonomics.

Please be aware that ALL practical skills tests will be video recorded for moderation purposes.

Re-evaluations:

- The minimum pass rate on the skills test is 65%. All students who achieve marginal and failing grades will have their images and/or video cross-marked (moderated) by a second on-campus assessor and one of the unit facilitators. There will also be random on- and off-campus moderation of passing grades to ensure assessor accuracy. Grades are only finalised once the moderation process is complete.
- In the event that a student does not achieve a minimum of 65% or higher during the week 11 competency test, they will be given ONE (1) opportunity to re-sit the technical and/or professional components of the competency test in week 12. This competency test will be conducted by a different assessor to that of the first test with a different patient, and students will again draw a random number that represents one of the four components in the female pelvis.
- All students who achieve marginal and failing grades will have their images and/or video cross-marked (moderated) by a second on-campus assessor and one of the unit facilitators. There will also be random on- and off-campus moderation of passing grades to ensure assessor accuracy. Provisional grades will be released once the moderation process is complete. These are not formally certified until just before the start of Term 3, so will only be provisional until that time.
- Please be aware that all re-sits will be video recorded for moderation purposes.
- Re-sit results will be released within 10 working days to ensure thorough and accurate moderation.

"Students who fail a pass/fail component of a graded unit, will be deemed to have failed that unit". Therefore EACH of

the two (2) components **must be passed individually** to pass the unit.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Offline

Learning Outcomes Assessed

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

Graduate Attributes

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

3 Online Quiz(zes)

Assessment Type

Online Quiz(zes)

Task Description

There will be 2 online quizzes which will be held in weeks 4 and 9. Once available, quizzes are open for 32 hours (i.e. open at 10am on Tuesday and close Wednesday at 6pm AEST). The content of these quizzes will be anatomy and organ specific aspects of an ultrasound examination. The purpose of these quizzes is to ensure adequate review of theory from term 1, and that sufficient preparation of protocol and procedures has been undertaken prior to labs. Once the quiz has commenced, approximately 1 minute per question will be given, for example, a 10 question quiz would be given a time limit of 10 minutes to complete. This is subject to change at the discretion of the unit coordinator based on the content of the pool of questions.

Quiz dates and topics are available on the unit Moodle site.

No attempts are permitted after the quiz has closed, so ensure adequate time for completion.

Number of Quizzes

2

Frequency of Quizzes

Other

Assessment Due Date

Week 9 Wednesday (13 Sept 2017) 6:00 pm AEST

Return Date to Students

Students will receive their score once all students have completed the quiz.

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark or grade - 70% cumulatively.

Assessment Criteria

Students must achieve a **cumulative** pass rate of 70% across the TWO (2) quizzes to pass this component.

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

Pass/fail units

- As per Assessment of Coursework Procedures (Section 3 Assessment Extensions), item 3.2.5, 'these tests are considered professional assessment tasks and have an absolute submission date. Accordingly, these assessments must be completed by/on the specified date. In the absence of an approved extension, there will be no opportunity to complete the task after this date, and there will be no opportunity to apply a late penalty'.
- As per section 3.2.6 of the assessment of coursework procedures: In a non-graded pass/fail unit, all assessment items must be submitted by the due date, as there is no opportunity to apply a five percent penalty, due to the

pass fail nature of each assessment task. 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, text books, and Moodle page. However, **this assessment is to be undertaken as an individual**. As with all university examinations, colluding with other students on non-group work tasks is considered academic misconduct, and this may lead to action being taken by the Deputy Dean of Learning and Teaching HMAS.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Offline Online

Learning Outcomes Assessed

- Differentiate the variants of normal sonographic appearances of abdominal and female pelvic organs

Graduate Attributes

- Communication
- Problem Solving
- Information Literacy

4 Written Assessment

Assessment Type

Written Assessment

Task Description

This assessment will require you to correctly complete and upload the documentation set forth in your MEDS12004 Skills Lab Manual. This includes:

- A signed Scan Lab Record & Formative Feedback Agreement uploaded in week 1 - Friday 14th July 2017 at 5pm AEST.
- A signed Consent Form - Sonographic Examination for Teaching Purposes in week 1 - Friday 14th July 2017 at 5pm AEST.
- 15 Completed Formative Feedback Forms uploaded in week 12 - Friday Oct 6 2017 at 5pm AEST.
- Completed Scan Lab Attendance Record uploaded in week 12 - Friday Oct 6 2017 at 5pm AEST.

Please note, documentation is to be submitted in pdf format as the only acceptable format, and needs to be accurately filled out.

The purpose of this assessment is to prepare you for documentation responsibilities in clinical placement and as a sonographer, as well as to develop self-reflection skills by setting weekly goals and following up on progress. There is an example of a completed Formative Feedback Form in your Skills Lab Manual. You are required to complete your Formative Feedback Forms BEFORE leaving at the end of each lab (as you would be required to complete documentation for each case before the end of a clinical shift) and to have it signed by your instructor. Working clinically, patients and physicians rely on quick, efficient, accurate, and complete documentation to issue treatment.

This assessment ties in with the on-campus Professional Behaviour Assessment - failure to have your Formative Feedback Form signed at the end of a lab will result in a demerit point being issued. If you do not have all lab days signed off on your Lab Attendance, you will need to write in the reason for this (i.e. sick, didn't get signed - demerit issued, etc.). However, all forms in this assessment must be completed and either signed off or an explanation given to pass this assessment.

Please ensure you check times and deadlines for submissions, and that all paperwork is completed correctly and accurately, including uploading in the required format. Failure to do so will result in a fail mark for that assessment component.

This is a pass/fail assessment task - a fail grade for any component of a pass/fail assessment task will result in a fail grade for the whole assessment task. As this is a pass/fail unit, all assessment tasks need to be passed to pass this unit.

Assessment Due Date

Week 12 Friday (6 Oct 2017) 5:00 pm AEST

Return Date to Students

Students will be given a pass/fail result within 14 days.

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark or grade - All documentation must be completed correctly, and uploaded on time and in the right format..

Assessment Criteria

In a non-graded pass/fail unit, all assessment items must be correctly and accurately submitted by the due date, as there is no opportunity to apply a five percent penalty, due to the pass/fail nature of each assessment task. 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

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Offline

Learning Outcomes Assessed

- Critically reflect upon own professional practice utilizing constructive feedback

Graduate Attributes

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

5 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 clinical placement. 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.** 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 scored using a demerit point system - to pass this unit, a student can receive a **MAXIMUM of three demerit points** i.e. if a fourth demerit point is issued, the assessment will be graded as a fail. As this is a pass/fail unit, all assessment items must be graded as a pass to pass this 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. Demerit points can be issued in three different categories:

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

Expected behaviour and its relevance to the clinical environment is listed under the Professional Behaviour Assessment Outline 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 not having your Formative Feedback Forms signed on your lab day would have consequences in a clinical setting and will warrant a demerit point. 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 and competency 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 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 demerit point may be issued.

Up to THREE demerit points can be issued before the assessment is graded as a FAIL. **However, if any exhibited behaviour is deemed as UNSAFE for clinical practice, the professional behaviour assessment will be graded**

as a FAIL at the discretion of the unit coordinator.

Assessment Due Date

Week 12 Friday (6 Oct 2017) 5:00 pm AEST

Week 1 - Formative Feedback Agreement and Consent Form due, Week 12 Submission of completed Scan Lab Record and Formative Feedback Forms.

Return Date to Students

A Pass/Fail grade will be uploaded to gradebook within 7 working days of due date.

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark or grade - No more than THREE demerit points

Assessment Criteria

Pass/fail assessment.

When a demerit point is issued, it will be discussed between the student, the on-site lecturer, and/or the unit coordinator. Written documentation explaining the reason for the demerit point will be provided to the student, signed by the on-site lecturer or the unit coordinator.

Accruing FOUR or more demerit points in the unit will result in the assessment being graded as a FAIL. As this is a pass/fail unit, all assessment items must be graded as a pass to successfully pass the unit.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

Submission

Online

Learning Outcomes Assessed

- Display professional behaviour, teamwork and communication skills and criteria to meet safe sonographic practice

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