

Profile information current as at 10/05/2024 11:21 pm

All details in this unit profile for ORAL11001 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 introduces you to the profession of an Oral Health Therapist and to your role within the dental team. You will be introduced to regulatory, ethical, and legal frameworks which form the basis of dental practice. in particular, this unit will focus on workplace health and safety, infection control and prevention, communication, practice management and requirements for registration. This unit will also develop the foundation knowledge and skills in the dental environment as you commence preclinical and clinical training. An important part of your preclinical training in this unit will be to gain theoretical knowledge in radiation safety and radiographic imaging procedures and learn to take both intra-oral and extra-oral radiographs safely and competently in a simulated environment. Mandatory requirements for clinical practice including, First Aid, Immunisations and Blue Card must be fulfilled.

Details

Career Level: Undergraduate

Unit Level: *Level 1* Credit Points: *6*

Student Contribution Band: 9

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

Condition: Students must be enrolled full-time in CB29 Oral Health Course to enrol in this unit. Corequisites: BMSC11010 Human Anatomy and Physiology 1 and ALLH11009 Research Methods for Health Professionals. 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 - 2024

Rockhampton

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

In-class Test(s)
 Weighting: 60%
 Portfolio

Weighting: Pass/Fail
3. **Online Quiz(zes)**Weighting: 40%

Assessment Grading

This is a graded unit: your overall grade will be calculated from the marks or grades for each assessment task, based on the relative weightings shown in the table above. You must obtain an overall mark for the unit of at least 50%, or an overall grade of 'pass' in order to pass the unit. If any 'pass/fail' tasks are shown in the table above they must also be completed successfully ('pass' grade). You must also meet any minimum mark requirements specified for a particular assessment task, as detailed in the 'assessment task' section (note that in some instances, the minimum mark for a task may be greater than 50%). Consult the <u>University's Grades and Results Policy</u> for more details of interim results and final grades.

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 In class

Feedback

Students responded well to additional supervisors in radiography practical sessions and in the simulation laboratory sessions. Students felt that they learnt well in these sessions.

Recommendation

It is recommended that the current level of supervision in practical classes is maintained.

Feedback from In class

Feedback

Students would like more assistance in preparation for assessment in radiography theory.

Recommendation

It is recommended that support for learning radiography theory be reviewed and that the formative quizzes in radiography be developed further to improve feedback and to assist preparation for summative assessments.

Feedback from In class

Feedback

Students responded positively to the e-Portfolio where they were asked to upload evidence of their clinical skill development. Included in the evidence were photos of tasks carried out in practical sessions and certificates. Students could see how the e-portfolio would become useful for future employment applications and their professional career.

Recommendation

It is recommended that the e-portfolio remain as part of the Portfolio assessment.

Unit Learning Outcomes

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

- 1. Understand the roles and responsibilities of an Oral Health Therapist as a member of the dental team and of the community.
- 2. Demonstrate preclinical skills in the use of dental instruments, equipment and materials in a simulated environment including the techniques for intra-oral and extra-oral radiography.
- 3. Understand the principles of infection control, workplace health and safety as well as the scientific basis, applications and safe use of ionizing radiation in dental practice.
- 4. Demonstrate appropriate professional and ethical values and behaviors and communication skills for the dental practitioner.

The learning outcomes of this unit are part of the overall learning outcomes in the Bachelor of Oral Health course at CQUniversity and are included in the annual report to the Australian Dental Council (ADC).

N/A Level Introductory Level Graduate Level Profession Level	al . Adva Level				
Alignment of Assessment Tasks to Learning Outo	omes				
Assessment Tasks	Learning Outcomes				
	1	2		3	4
1 - In-class Test(s) - 60%		•	•	•	
2 - Portfolio - 0%		•	•		•
3 - Online Quiz(zes) - 40%	•			•	•
Alignment of Graduate Attributes to Learning Ou					
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 Learning Outcomes, Assessment and Graduate Attributes

Textbooks and Resources

Textbooks

ORAL11001

Prescribed

Modern Dental Assisting

Edition: 14th (2023) Authors: Debbie S. Robinson

Elsevier

St Louis, Missouri, USA

ISBN: Hardback ISBN: 9780323824408 and eBook ISBN: 9780323882422

Binding: Paperback

Additional Textbook Information

This text book is available as an eBook and in 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)

Referencing Style

All submissions for this unit must use the referencing styles below:

- Harvard (author-date)
- American Psychological Association 7th Edition (APA 7th edition)

For further information, see the Assessment Tasks.

Teaching Contacts

Ceinwen Fay Unit Coordinator

c.m.fay@cgu.edu.au

Schedule

Week 1 - 04 Mar 2024

Module/Topic

Oral Health Therapy as a Career:

- BOH course overview
- History of Dentistry and Oral Health Therapy
- What it means to be a dental professional
- Dental Therapy, Dental Hygiene and Oral Health Therapy careers
- Members of the dental healthcare team and how they work together. Dental Radiography 1:
- Introduction to radiation physics and biologic effects of radiation.

Chapter

Robinson, D. S. (2023) Modern dental assisting (14th ed.,) Elsevier. St Louis, Missouri, US. Chapters 1-3, and 38. Tsang A K Led (2010) Oral Health Therapy Programs in Australia and New Zealand Emergence and development. Knowledge books and Software. Varsity Lakes, Queensland, Australia. Chapters 1 and 2.

Events and Submissions/Topic

Simulation Laboratory:

- Hand hygiene
- PPF
- Operation and maintenance of the dental simulation units.

Week 2 - 11 Mar 2024		
Module/Topic	Chapter	Events and Submissions/Topic
Introduction to Infection Control and Prevention: Introduction to microbiology and disease transmission The chain of infection Introduction to methods of infection control and prevention Practice requirements for infection control and documentation. Dental Radiography 2: Introduction to instruments and equipment Dental radiography image receptors and image production.	Robinson, D. S. (2023) <i>Modern dental assisting</i> (14th ed.,) Elsevier. St Louis, Missouri, US. Part 4, and Chapter 39.	Simulation Laboratory: • Ergonomics • Instrument handgrips and finger rests.
Week 3 - 18 Mar 2024		
Module/Topic	Chapter	Events and Submissions/Topic
Workplace Health and Safety: Risks and hazards Risk assessments Hazards in the dental workplace Chemical and waste disposal Ergonomics Laws, Regulations, Codes of Conduct, recommendations and advice Workplace Health and Safety regulations and recommendations Dental practice documentation. Dental Radiography 3: Introduction to radiation safety Radiation protection in dentistry Licensing, guidelines and practice standards in dental radiography.	Robinson, D. S. (2021) <i>Modern dental assisting</i> (14th ed.,) Elsevier. St Louis, Missouri, US. Part 5 and Chapter 38 and 40.	Simulation Laboratory: • Instruments • Handpieces, operation and maintenance • Positioning HVE and Mouth mirror • Performing a mouth rinse.
Week 4 - 25 Mar 2024		
Module/Topic	Chapter	Events and Submissions/Topic
Dental Instruments and Equipment: Functional areas of a dental practice and requirements Operation and features of the dental chair Operating zones Basic grasps for dental instruments and use of a fulcrum Dental handpieces, features and maintenance Hand instruments in a basic set up for examination and restorative procedures Basic instruments and equipment used in local anaesthesia Instruments and equipment used in oral evacuation, moisture control and rubber dam Basic bur types Cleaning and sterilizing equipment.	Robinson, D. S. (2023) <i>Modern dental assisting</i> (14th ed.,) Elsevier. St Louis, Missouri, US. Part 7.	Simulation Laboratory: • Handpieces and Burs • Prophylaxis and flossing activity.
Week 5 - 01 Apr 2024		
Module/Topic	Chapter	Events and Submissions/Topic

Dental Materials: • Overview of restorative and preventive dental materials including liners, bases and bonding systems. • Overview of laboratory and impression materials • Regulatory requirements for dental materials • Introduction to dental material science.	Robinson, D. S. (2021) <i>Modern dental</i> assisting (14th ed.,) Elsevier. St Louis, Missouri, US. Part 9.	Simulation Laboratory: • Rubber Dam assembly • Tofflemire Matrix system • Cavity preparation terminology.
Vacation Week - 08 Apr 2024		
Module/Topic	Chapter	Events and Submissions/Topic
Week 6 - 15 Apr 2024		
Module/Topic	Chapter	Events and Submissions/Topic
Infection Control and Prevention Procedures: • Standard Precautions and Transmission-Based Precautions • Processing and handling of dental instruments. • General surface cleaning and disinfection • Surgery design • Waste management • Dental unit water lines • Cleaning and sterilizing equipment. Dental Radiography 4: • Infection control.	Robinson, D. S. (2023) <i>Modern dental assisting</i> (14th ed.,) Elsevier. St Louis, Missouri, US. Part 4 and 5 and Chapter 40.	Simulation Laboratory: • In-Class test A • Handpiece presentation.
Week 7 - 22 Apr 2024		
Module/Topic	Chapter	Events and Submissions/Topic
Introduction to Dental Examination Procedures: • Medical, dental and social histories • Extra-oral and Intra-oral clinical examination • Documenting the dental examination (including tooth diagrams). • Further diagnostic procedures. Dental Radiography 5: • Radiographic techniques - Intra-oral images	Robinson, D. S. (2021) <i>Modern dental assisting</i> (14th ed.,) Elsevier. St Louis, Missouri, US. Chapters 26, 28, and 41.	Dental Clinic: • Clinic facilities tour • Operation of the dental chair • Patient changeover procedure.
Week 8 - 29 Apr 2024		
Module/Topic	Chapter	Events and Submissions/Topic
Law and Ethics in Dental Practice: • Dental ethics • The legislative framework for members of the dental healthcare team • The Australian context - national, states and territories • Dentistry and the Law • Professionalism and social media.	Robinson, D. S. (2021) <i>Modern dental assisting</i> (14th ed.,) Elsevier. St Louis, Missouri, US. Chapter 4, 5 and 42.	Dental Clinic: • Radiography procedures Dental Clinic: • Patient changeover procedure check • Admitting and seating the patient • Ergonomics • Extra oral examination on peer.

Week 9 - 06 May 2024

images

Dental Radiography 6:
• Radiographic techniques - Extra-oral

Module/Topic Chapter **Events and Submissions/Topic** Record Management:

- The components of a patient's dental record.
- Consent, privacy, and confidentiality
- Guidelines for the management of dental records in Australia. Dental Radiography 7:
- CQUniversity Oral Health Clinic and Australian specific content.
- · Quality assurance.

Robinson, D. S. (2021) *Modern dental assisting* (14th ed.,) Elsevier. St Louis, Missouri, US. Chapter 61.

Dental Clinic:

- Radiography procedres Simulation Laboratory :
- · Dental materials

Week 10 - 13 May 2024

Module/Topic

Chapter

Events and Submissions/Topic

Introduction to Communication:

• Verbal and non-verbal communication

Listening skillsCommunication with colleagues and patients

Robinson, D. S. (2021) *Modern dental assisting* (14th ed.,) Elsevier. St Louis, Missouri, US. Chapter 26.

Dental Clinic:

- Radiography procedures Simulation Laboratory:
- In Class test B
- · Hygiene skills activity

Week 11 - 20 May 2024

Module/Topic

Chapter

Events and Submissions/Topic

Practice Management:

- The role of a practice manager
- Appointment scheduling and the appointment book
- Recall programsPatient billingProvider numbers
- Australian Schedule of Dental Services (Item Numbers)
- Maintenance schedules
- SOPs.

Robinson, D. S. (2021) *Modern dental assisting* (14th ed.,) Elsevier. St Louis, Missouri, US. Chapters 62 and 63.

Dental Clinic:

- Radiography procedures
 Simulation Laboratory:
- Hygiene skills activities

Week 12 - 27 May 2024

Module/Topic

Chapter

Events and Submissions/Topic

Dental Clinic:

Revision

• Radiography Practical Assessment Simulation laboratory:

· Hygiene skills activities

Review/Exam Week - 03 Jun 2024

Module/Topic

Chapter

Events and Submissions/Topic

Exam Week - 10 Jun 2024

Module/Topic

Chapter

Events and Submissions/Topic

Assessment Tasks

1 In Class Tests

Assessment Type

In-class Test(s)

Task Description

There are two practical-based tests in this assessment. Each test is based on the practical skills and knowledge completed in the simulation laboratory, prosthetic laboratory and clinic sessions and outlined in the workbooks 1 and 2. To prepare for the tests you should study the recommended textbook chapters, the essential resources on Moodle and weekly study guides and participate in weekly lectures, tutorials and practical sessions in the simulation laboratory,

prosthetic laboratory and clinic.

In-Class tests are station-based tests where multiple stations are set up around the room. During the test you will move from station to station to complete tasks and answer questions. You will be provided with an answer sheet on which to write or draw your answers and additional note paper. You will require pens and photo identification for this assessment. No textbooks or other written material will be allowed in the examination room, as this is a closed-book assessment. Each test will take between 60 and 90 minutes to complete. A practice test with a small number of timed stations will be conducted prior to each In Class test.

Assessment Due Date

In Class Test A will be conducted in Week 6 Wednesday 17th April 2024. In Class Test B will be conducted in Week 10 Wednesday 15th May 2024.

Return Date to Students

Results and feedback will be returned within two weeks of completion of each In Class Test.

Weighting

60%

Minimum mark or grade

50%

Assessment Criteria

The In Class Test assessment is aligned to the practical skills and knowldge gained in the simulation laboratory, prosthetic laboratory and clinic practical sesions in this unit. All practical procedures and supporting information are outlined in the Workbooks and supported by theory covered in lectures and tutorials and learning resources on moodle . The first test (In-Class Test A) will be conducted in week 6 and will test you on the knowledge and practical skills completed in weeks 1 to 5. The second test (In Class Test B) will be conducted in week 10 and will test you on the knowledge and practical skills completed in weeks 7, 8 and 9.

In Class Test A is worth 30% of your final grade and In Class Test B is worth 30% of your final grade. You must gain at least 50% of the combined total to pass this assessment.

Referencing Style

- Harvard (author-date)
- American Psychological Association 7th Edition (APA 7th edition)

Submission

Offline

Submission Instructions

An answer sheet and additional paper for notes will be provided. All papers are to be submitted including note paper at the conclusion of the test.

Learning Outcomes Assessed

- Demonstrate preclinical skills in the use of dental instruments, equipment and materials in a simulated environment including the techniques for intra-oral and extra-oral radiography.
- Understand the principles of infection control, workplace health and safety as well as the scientific basis, applications and safe use of ionizing radiation in dental practice.

2 Portfolio

Assessment Type

Portfolio

Task Description

Upon your graduation and throughout your career in Oral Health Therapy, it will be necessary to collect certain documents for your employment such as a copy of your degree, a copy of your registration, your membership of professional organizations, a history of your work experience, continuing education, letters from referees, and special skills, as well as immunization records and results of blood tests for blood borne viruses etc. A collection of documents for your professional life is often called a portfolio. In this assignment you will begin to collect documents for your professional portfolio that demonstrate the development of your clinical skills and achievements as well the necessary documents for your professional practice and registration.

There are three components to this Portfolio. Each component is displayed on Moodle as an assignment in which the task is described in detail:

- 1. Mandatory Requirements: A short list of documents which demonstrate progress in mandatory requirements.
- 2. Evidence of Developing Clinical Skills: Includes certificates, visual documentation (photographs and videos) and attendance record.
- 3. Dental Radiography Safety Audit: A practical demonstration and assessment of student safety and competence in intra-oral and extra-oral dental radiography.

Assessment Due Date

Mandatory requirements progress tasks are due Friday,14th April 2024. Evidence of Developing Clinical Skills are due Monday 3rd June 2023. Dental Radiography Safety Audit will be conducted 29th May 2024.

Return Date to Students

Progress in the Portfolio assessments will be monitored during the term. Results of assessment in dental radiographic procedures will be returned by Friday 31st May 2024

Weighting

Pass/Fail

Assessment Criteria

You must pass all three components of the Portfolio to pass this unit. Each component is Pass/Fail.

A list of minimum requirements for completion of the mandatory requirments and developing skills can be found on Moodle.

Students will be assessed against criterion-referenced rubric in the Dental Radiography Safety Audit below:

BW	NYC	c	MARK	Comment
Use of image receptor	Image receptor incorrectly positioned	Image receptor positioned correctly		
		Correct Rinn holder selected and assembled		
Use of Rinn Holder	Incorrect Rinn holder selected	correctly for exposure		
Exposure dose	Student did not/or was unable to select	Correct companies days relected		
	exposure dose	Correct exposure dose selected	_	
Demonstrate safe practices whilst operating x-ray equipment				
equipment	Student was unable to demonstrate safe practice	Structure demonstrated color assertion		
6	practice	Student demonstrated safe practice		
Communicate with patient:				
Student gains patient consent	Student was unable to communicate with	Student communicated well with patient		
Procedure is explained	patient	regarding procedure		
-Procedure is explained	Student unable to position patient correctly	regarding procedure		
Patient position	for exposure	Patient correctly positioned for exposure		
PA	NYC	c	MARK	Comment
Use of image receptor	Image receptor incorrectly positioned	Image receptor positioned correctly	IMPONE	
are or image receptor	image receptor mean eccy positioned	Correct Rinn holder selected and assembled		
Use of Rinn Holder	Incorrect Rinn holder selected	correctly for exposure		
	Student did not/or was unable to select	Contractly for engagement		
Exposure dose	exposure dose	Correct exposure dose selected		
Demonstrate safe practices whilst operating x-ray	and	CALLED SOME STREET		
equipment	Student was unable to demonstrate safe			
1-1	practice	Student demonstrated safe practice		
Communicate with patient:	practical	acquent demonstrated safe practice		
Communicate with patient:				
Consent	Student was unable to communicate with	Student communicated well with patient		
Explain procedure	patient	regarding procedure		
	Student unable to position patient correctly			
Patient position	for exposure	Patient correctly positioned for exposure		
PA	NYC	e	MARK	Comment
Use of image receptor	Image receptor incorrectly positioned	Image receptor positioned correctly		
		Correct Rinn holder selected and assembled		
Ise of Rinn Holder	Incorrect Rinn holder selected	correctly for exposure		
	Student did not/or was unable to select			
exposure dose	exposure dose	Correct exposure dose selected		
Demonstrate safe practices whilst operating x-ray				
equipment	Student was unable to demonstrate safe			
1-1	practice	Student demonstrated safe practice		
Communicate with marior	practice	student demonstrated sare practice		
Communicate with patient:				
	Student was unable to communicate with	Student communicated well with nations		
•Consent	Student was unable to communicate with patient	Student communicated well with patient regarding procedure		
•Consent	patient	Student communicated well with patient regarding procedure		
•Consent •Explain procedure	patient Student unable to position patient correctly	regarding procedure		
Consent Explain procedure Patient position	patient Student unable to position patient correctly for exposure	regarding procedure Patient correctly positioned for exposure	MARK	Comment
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Referencing Style

- Harvard (author-date)
- American Psychological Association 7th Edition (APA 7th edition)

Submission

Offline Online

Submission Instructions

Practical safety and competency test in dental radiography procedures is submitted offline.

Learning Outcomes Assessed

- Demonstrate preclinical skills in the use of dental instruments, equipment and materials in a simulated environment including the techniques for intra-oral and extra-oral radiography.
- Demonstrate appropriate professional and ethical values and behaviors and communication skills for the dental practitioner.

3 Online quizzes

Assessment Type

Online Quiz(zes)

Task Description

You will complete two online quizzes.

The first quiz (Online Quiz A) will include short answer, matching and multiple-choice questions and will test your knowledge of the learning material in weeks 1-10. You can prepare for this test by completing the weekly formative practice quizzes. The first quiz (Online Quiz A) opens Friday 10th May 9.00am and closes Monday 22nd May 11.59pm The second quiz (Online Quiz B) includes short response questions which require a few sentences or a paragraph and will test your knowledge of the learning material in weeks 1-12. To answer the quiz questions, you will need to have access to a number of support documents which will be outlined on your Moodle page in this assessment. To prepare for this quiz you can complete the example questions in the weekly study guide. The second quiz (Online Quiz B) will be available in exam week.

Questions will be randomly generated from a pool of questions. No two students will sit the exact same combination of questions. You are allowed only one attempt for each quiz and must complete the quizzes in a limited time. Your attempts for each quiz will be submitted automatically, but no more questions can be answered once the time limit expires or the quiz closes. Answers to the online quiz questions must be your own work as per CQUniversity Student Academic Integrity Policy and Procedure and specifically you should not use generative AI to answer the questions either in part or fully. If you are unable to complete the quizzes by the due date, you must apply for an extension before the due date.

Number of Quizzes

2

Frequency of Quizzes

Other

Assessment Due Date

Online Quiz A is due 11.59pm Wednesday 22nd May 2024. Online Quiz B will be conducted during the university examination period. You will be advised on the date and time

Return Date to Students

Results of Online Quiz A are made available immediately after the quiz closes. Results of Online Quiz B will be made available on release of grades.

Weighting

40%

Minimum mark or grade

50%

Assessment Criteria

In Online Quiz A there are 60 multiple choice questions. Questions will be automatically marked correct or incorrect on the completion of the quiz. Online Quiz A is worth 10% of the final grade for the unit.

In Online Quiz B there are 10 short response questions with multiple parts. Questions will be manually graded. Online Quiz B is worth 30% of the final grade for this unit.

The combined total for the Online Quiz assessment is 40%. This is a must pass assessment.

Referencing Style

- Harvard (author-date)
- American Psychological Association 7th Edition (APA 7th edition)

Submission

Online

Learning Outcomes Assessed

- Understand the roles and responsibilities of an Oral Health Therapist as a member of the dental team and of the community.
- Understand the principles of infection control, workplace health and safety as well as the scientific basis, applications and safe use of ionizing radiation in dental practice.
- Demonstrate appropriate professional and ethical values and behaviors and communication skills for the dental practitioner.

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 <u>Academic Learning Centre (ALC)</u> 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