



PMSC12001 *Procedures and Skills in Paramedic Care*

Term 2 - 2023

Profile information current as at 05/05/2024 03:57 pm

All details in this unit profile for PMSC12001 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

In this unit, you will develop an understanding of paramedic care through the investigation of underpinning theory and practice of procedural applications in the discipline. This will include examples of clinical investigations of the neurological, respiratory, cardiovascular, gastrointestinal and endocrine systems including specific paramedic interventions such as cannulation, ventilation techniques, defibrillation and trauma management at an introductory level. Your knowledge and skills will be developed through a series of coursework exercises and practical laboratory sessions. The knowledge and skills developed in this unit ensure you meet the Paramedicine Board of Australia's registration requirements through a series of coursework exercises and practical laboratory sessions.

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

Pre-requisites: PMSC11002 Foundations of Paramedic Clinical Practice BMSC11010 Human Anatomy and Physiology 1 or BMSC11001 Human Body Systems 1 Co-requisite PMSC11004 Paramedic Medical Emergencies 1

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

Offerings For Term 2 - 2023

- Cairns
- Mixed Mode
- Rockhampton
- Townsville

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).

Residential Schools

This unit has a Compulsory Residential School for distance mode students and the details are:

Click here to see your [Residential School Timetable](#).

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: 50%

2. **Practical Assessment**

Weighting: Pass/Fail

3. **Online Quiz(zes)**

Weighting: 50%

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 [University's Grades and Results Policy](#) 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 Student feedback (3 students)

Feedback

Students reported that there was inadequate time for the online quiz. The quiz had 100 multiple choice, fill in the missing word and true/false questions on a broad range of skills.

Recommendation

To review the quiz and the timings. The quiz time allocation was designed to reward the student who knew the content and able to recall whilst limiting the opportunity to refer to notes. Consider the time allocation, removing some questions and add more critical thinking questions.

Feedback from Student feedback (1 student)

Feedback

Lack of time for practical application of skill due to student numbers and long scenarios.

Recommendation

Ensure teacher to student ratio is adhered to on all campuses. Delivery of timely skill stations and scenarios to ensure maximum practice time for all students.

Feedback from Student feedback

Feedback

Expectations were clearly communicated from the start of the term. Whilst students reported there was a lot of content it was easy to understand, engaging and well presented.

Recommendation

Continue to make expectations clear with regular communication. Continue to develop the content to ensure it is up to date and engaging. Ensure communication continues over residential schools and Zoom sessions are recorded and uploaded.

Feedback from Student feedback

Feedback

Residential schools were excellent and ran smoothly, academics were knowledgeable with practical tips.

Recommendation

Continue to deliver residential schools in this format with utilisation of casual academics to support teaching.

Unit Learning Outcomes

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

1. Articulate the theoretical underpinnings, including the anatomical and pathophysiological reasons, for the application of advanced care skills and interventions in the management of a critically ill or injured patient relevant to paramedic practice
2. Identify and interpret the indications, precautions, risks and contraindications of using specific paramedic interventions involved in advanced care prehospital practice
3. Employ critical thinking and clinical reasoning for using specific paramedic interventions involved in advanced care prehospital skills and interventions
4. Explain and demonstrate the skills and interventions for specific paramedic interventions involved in advanced care prehospital practice in a safe, ethical and professional manner.

It is a requirement of the Paramedicine Board of Australia that units align with the Australian Health and Practitioner Regulation Agency (AHPRA) Professional Capabilities for Registered Paramedics. These are broken down into five (5) domains. Below aligns the learning outcomes with these domains. In addition, the learning outcomes have also been aligned with the National Safety and Quality Health Service (NSQHS) Standards.

Professional Capabilities for a Registered Paramedic

The Paramedicine Board of Australia is responsible for assessing, consulting on and setting the standards for paramedics practicing in Australia. These standards and relevant domains are articulated in the Professional Capabilities for a Registered Paramedic document. The learning outcomes of this unit are matched to the relevant capabilities.

Standard/Attribute/Criteria	Learning Outcomes
Domain 1: The professional and ethical practitioner 1.1.4, 1.1.5, 1.1.9, 1.1.10, 1.1.11, 1.2.2, 1.2.4, 1.2.4, 1.2.5, 1.2.6 1.3.2, 1.3.3, 1.4.1, 1.4.2	LO2, LO3, LO4
Domain 2: The communicator and collaborator 2.2.1, 2.1.2, 2.1.3, 2.1.4, 2.1.5, 2.1.6, 2.1.7, 2.1.8, 2.2.3	LO1, LO2, LO3, LO4
Domain 3: The evidence-based practitioner 3.1.1, 3.1.2,3.2.1, 3.2.2, 3.2.3, 3.2.4, 3.2.5, 3.2.6, 3.3.1, 3.3.2, 3.3.3	LO1, LO2, LO3, LO4
Domain 4: The safety and risk management practitioner 4.1.1, 4.1.2, 4.1.3, 4.1.4, 4.1.5,4.2.1, 4.2.2, 4.2.3, 4.2.4 4.3.2, 4.3.3, 4.7.9	LO1, LO2, LO3, LO4
Domain 5: The paramedic practitioner 5.2.1, 5.2.3, 5.2.4, 5.2.5,5.3.1, 5.3.2, 5.3.3, 5.3.4, 5.3.6 5.4.1, 5.4.2, 5.4.3, 5.4.4, 5.4.5, 5.4.5, 5.6.3, 5.6.4	LO1, LO2, LO3, LO4

National Safety and Quality Health Service Standards

The Australian Commission on Safety and Quality in Health Care Standards developed in this unit are:

Standard	Learning Outcomes
Clinical Governance	LO1, LO3
Partnering with Consumers	LO4
Preventing and Controlling Infections	LO1, LO2, LO3, LO4
Medication Safety	LO2, LO4
Comprehensive Care	LO1, LO2, LO3, LO4
Communicating for Safety	LO4
Recognising and Responding to Acute Deterioration	LO3, LO4



Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
---	--	--	--	--	--

Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes			
	1	2	3	4
1 - Practical Assessment - 0%		•		•
2 - Online Quiz(zes) - 50%	•	•	•	
3 - Written Assessment - 50%	•		•	

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				

Textbooks and Resources

Textbooks

PMSC12001

Prescribed

Textbook of Adult Emergency Medicine

5th edition (2019)

Authors: Peter Cameron, Mark Little, Biswadev Mitra, Connor Deasy

Elsevier

ISBN: 9780702076244

Binding: Paperback

[View textbooks at the CQUniversity Bookshop](#)

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Computer - ability to access study materials, including instructional videos and scan and upload assessment.
- Earphones

Referencing Style

All submissions for this unit must use the referencing style: [American Psychological Association 7th Edition \(APA 7th edition\)](#)

For further information, see the Assessment Tasks.

Teaching Contacts

Kate Verney Unit Coordinator

k.verney@cqu.edu.au

Schedule

Week 1 - 10 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Systematic Approach Overview and Clinical Framework 12 Lead ECG Acquisition	See eReading list and Moodle page.	

Week 2 - 17 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Airway Management: <ul style="list-style-type: none">• Basic airway adjuncts• Introduction of i-gel• Foreign body removal		

Week 3 - 24 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Ventilation <ul style="list-style-type: none">• Basic assessment• APO, CPAP, PEEP• Chest trauma skills		

Week 4 - 31 Jul 2023

Module/Topic	Chapter	Events and Submissions/Topic
Drug Administration Part 1 <ul style="list-style-type: none">• Drug safety, routes of administration• Preparation of drugs• Intranasal drug administration• Intramuscular and subcutaneous drug administration		

Week 5 - 07 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Drug Administration Part 2 <ul style="list-style-type: none">• Intravenous drug administration• Intravenous adjuncts		Case Study One Due Monday 7th August 0900.

Vacation Week - 14 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
VACATION WEEK	No assigned readings; use this time to ensure learning and assessment tasks are completed.	VACATION WEEK

Week 6 - 21 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Trauma <ul style="list-style-type: none">• Spinal management• Wounds and slings• Haemorrhage control• Fracture management		

Week 7 - 28 Aug 2023

Module/Topic	Chapter	Events and Submissions/Topic
Consolidation of content in preparation for practical assessments.		

Week 8 - 04 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Extrication <ul style="list-style-type: none">• Manual handling• Extrication		Case Study Two Due Monday 4th September 0900. Internal student assessment day Tuesday 5th September.

Week 9 - 11 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Infection control <ul style="list-style-type: none">• Hand hygiene• Personal protective equipment		Residential School A Monday 11th Sep- Thursday 14th Sep

Week 10 - 18 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Resuscitation <ul style="list-style-type: none">• CPR• Defibrillation		Residential School B Tuesday 19th Sep- Friday 22nd September

Week 11 - 25 Sep 2023

Module/Topic	Chapter	Events and Submissions/Topic
Self Orientated Course Revision		

Week 12 - 02 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Self Orientated Course Revision		

Review/Exam Week - 09 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
Online Quiz Due: Review/Exam Week Monday (9 Oct 2023) 9:00 am AEST		

Exam Week - 16 Oct 2023

Module/Topic	Chapter	Events and Submissions/Topic
--------------	---------	------------------------------

Term Specific Information

Your unit coordinator is Kate Verney (CQUniversity, Rockhampton). Kate can be contacted via the unit Moodle forum or via email k.verney@cqu.edu.au

The unit and learning content:

The learning content has been divided into weekly topics. The learning materials for each week are located within the tiles. The following information will be provided each week:

- Pre-recorded lectures
- Lecture slides
- Study guide/learning outcomes
- Zoom online tutorial

Internal students:

Internal students' attendance at weekly practical sessions (weeks 1-7) is compulsory. These are held Tuesdays from 08:30-12:30. Weekly practical sessions will allow students the opportunity to learn the skills and practically apply them. Assessment will be held in Week 8 on Tuesday 5th September. Students may be requested to move lab sessions to maintain appropriate student numbers to enhance the overall student experience and learning and teaching requirements.

Distance/mixed mode students:

Distance/mixed mode students are required to attend a 4-day residential school. Dates are published in the student handbook, and nominations must be completed through MY CQU student portal. Day 1-3 will be for teaching and learning, day 4 is assessment day. **Students must attend PMSC12001 residential school prior to PMSC11004 residential school.** Numbers are capped and a position at your preferred residential school is not guaranteed. Geographic proximity to and/or previous attendance at a residential school location does not guarantee placement at your selected residential school location. You must allocate your preferred residential school by the end of week four of the term. If student numbers are considered low at a particular residential school, you may be requested to change the date of your attendance to enhance the overall student experience and learning and teaching requirements. The unit coordinator will not assist in residential school changes if you did not receive your preferred residential school allocation.

Attendance at internal tutorials and residential schools is compulsory. If for any reason you cannot attend a tutorial or day at residential school, you must provide appropriate evidence, as per Assessment Policy and Procedure, to justify your absence. If applicable you will be responsible for making arrangements with the unit coordinator to make up for the missed learning and teaching.

Weekly online tutorials (Zoom):

Online Zoom tutorials will provide students with case studies to discuss and the opportunity to ask questions. All Zoom tutorials will be recorded to enable all students to view the content if they are unable to attend the live tutorial.

Learning:

The unit has been designed so that students can self-pace and view pre-recorded weekly lectures with accompanying slides. Weekly online tutorials will be scheduled, please see the Moodle page for dates and times. Students are encouraged to work through the study guide to develop the theoretical knowledge of the skills, with reviewing of skills videos in preparation for their practical application. Students are expected to attend residential school prepared with an understanding of the content covered online.

Assessment Tasks

1 Clinical case studies

Assessment Type

Written Assessment

Task Description

Clinical case studies are a valuable tools used by health professionals to simulate authentic situations to enable the application of knowledge to develop clinical reasoning to complex problems. Clinical case studies allow the practitioner to consider the case, research and reflect without pressure and constraints.

In this unit there are two clinical case studies, each of the case studies will focus on a different complex clinical presentation. You will be required to answer the clinical questions and discuss the use of relevant paramedic procedures and skills. Your response must be academic and supported by evidence.

Each clinical case study is to be 500 words (+/- 10%).

Each clinical case study is worth 25%.

Clinical case study ONE- Due Monday 7th August 0900.

Clinical case study TWO- Due Monday 4th September 0900.

See Moodle page for case study questions.

Assessment Due Date

See Moodle page for due dates.

Return Date to Students

Feedback and grading will be made available three weeks post due date.

Weighting

50%

Minimum mark or grade

50%

Assessment Criteria

You will be required to demonstrate your theoretical knowledge through a clinical case study.

The word limit for this assessment is 500 words (+/-10%, not including cover page, headings, in-text references and reference page).

You will be assessed against the following criteria, see rubric on Moodle page.

Assessment Criteria:

Quality of information: Comprehensively addressed all elements of the discussion question (20 marks).

Evidence-based critical thinking: Demonstrated critical thinking and decision-making, utilising contemporary evidence and current clinical practice to support the response (10 marks).

Academic writing: Demonstrated appropriate grammar and sentence structure. Utilised language and dialogue that is expected and appropriate for the health profession. Adhered to word count and presentation requirements (10 marks).

Referencing: Utilised quality information sources including intext references. Reference list with a minimum of 5 quality journal sources. Intext referencing and reference list in accordance with APA7 referencing (10 marks).

Presentation:

Your assessment should be formatted on A4 International Standard paper with margins of 2.54cm. Arial font (or similar) and size set to 11-12 point, and line spacing set to 1.5.

Please submit in PDF format.

Format:

Cover page: a cover page must be included for this assessment in the following format:

- Assessment name
- Unit number and name
- Your name
- Student number
- Word count (not including cover page, headings, in-text references and reference page)
- Assessment due date (if you have an approved extension this needs to be noted here)
- Appropriately referenced using the APA 7th Edition format

Reference page:

- The reference list must be on a separate page at the end of your assessment
- References must be listed using the APA 7th Edition format

You must provide a reference list of no less than 5 peer reviewed scientific journal articles published after 2012.

Subsequent resources can include Australian and/or New Zealand ambulance service guidelines, expert textbooks and websites, as appropriate. Whilst you may refer to ambulance service guidelines, do not overuse them or use them as

your primary source of evidence. Ensure you are predominantly using recent peer reviewed journal articles (minimum 5).

The assessment will be marked against a rubric, which will be available on the Moodle page.

In the absence of an approved extension, a penalty of 5% of the total marks for the assessment will be deducted for each full or part calendar day the assessment is overdue, in accordance with the Assessment Policy and Procedure.

You must attempt all assessments to pass this unit.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

Online

Learning Outcomes Assessed

- Articulate the theoretical underpinnings, including the anatomical and pathophysiological reasons, for the application of advanced care skills and interventions in the management of a critically ill or injured patient relevant to paramedic practice
- Employ critical thinking and clinical reasoning for using specific paramedic interventions involved in advanced care prehospital skills and interventions

2 Practical assessment

Assessment Type

Practical Assessment

Task Description

The safe and competent performance of medical procedures and skills forms a core aspect of paramedic practice. Paramedics must possess the theoretical knowledge underpinning these skills whilst also able to apply them to a safe standard. This practical assessment will be conducted using a variety of platforms, including written short answer quiz, skill station and voice viva. There are six (6) elements of assessment; a short answer quiz and five (5) skill stations. The skill station may assess one, or a combination of skills with verbal questions relating to that skill. These skill stations are designed to assess knowledge and practical application of paramedic skills. Each skill station will be 5 -10 minute duration.

Internal students will complete all assessment during Week 8 on Tuesday 5th September.

Mixed mode students will undertake the 15-minute short answer assessment on the first day of residential school. This is the first of six assessments. On the final day of residential school students will undertake five skill stations.

The practical assessment is Pass/Fail.

Students are required to demonstrate their competence by passing four (4) out of six (6) assessments. Students who fail by one element (passing three out of six) will be offered one reattempt in order to resolve any doubt of their safe and competent performance. If a student fails the reattempt they will receive a fail for their practical assessment and fail the unit. If a student does not achieve a pass in three out of six assessments they are not eligible for a reattempt.

Assessment Due Date

Assessments will be carried out during the internal assessment day or residential school. Please see Moodle page.

Return Date to Students

Feedback will be provided within two weeks after the final assessment is conducted.

Weighting

Pass/Fail

Assessment Criteria

The assessment will be marked in accordance to rubrics specific to the skill station. The rubric will assess the articulation of theoretical knowledge of the skills and the safe and competent demonstration of each component in a timely manner. Points will be allocated to each step of the correct performance of the skill. An example rubric is available on the Moodle page.

Critical errors:

Critical errors in this unit will be classed as anything, by act or omission, that causes immediate harm or the potential to cause harm, to yourself, partner, patient or bystanders or any procedure that is performed outside your scope of practice. During any form of assessment, if any of the following are witnessed, no marks will be given for that assessment. Furthermore, any critical error discovered on review or moderation will also result in no marks being given for that particular assessment:

- Unsafe defibrillation
- Incorrect joules delivered during defibrillation
- Defibrillation of a non-shockable rhythm
- Failure to recognise a cardiac arrest (>1minute)
- Failure to shock a shockable rhythm in a timely manner (>2 minutes)
- Failure to perform a complete drug check, including dose, volume and contraindications
- Incorrect sharps disposal or unsafe practice with a sharp
- Performing a skill or procedure or administering a drug outside your scope of practice
- Any grossly unsafe practice, as determined by the assessing academic.

If you do not understand any of the above, please do not hesitate to clarify with your unit coordinator.

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

No submission method provided.

Learning Outcomes Assessed

- Identify and interpret the indications, precautions, risks and contraindications of using specific paramedic interventions involved in advanced care prehospital practice
- Explain and demonstrate the skills and interventions for specific paramedic interventions involved in advanced care prehospital practice in a safe, ethical and professional manner.

3 Online Quiz

Assessment Type

Online Quiz(zes)

Task Description

The safe application of procedures and skills in a clinical setting must be underpinned by theoretical knowledge. The ability to rapidly recall indications, contraindications and complications of procedures and skills is imperative for safe paramedic practice. The online quiz will assess knowledge and understanding of the procedures and skills taught within the unit.

The online quiz will assess content from PMSC12001 from Weeks 1-11.

The quiz will open in Week 12 on Monday 2nd October 0900 and close Monday 9th October 0900. You will only receive one attempt at the quiz.

Number of Quizzes

1

Frequency of Quizzes

Other

Assessment Due Date

Review/Exam Week Monday (9 Oct 2023) 9:00 am AEST

Quiz will open Monday 2nd October at 0900 and close Monday 9th October 0900.

Return Date to Students

Results will be released two weeks post quiz closure.

Weighting

50%

Minimum mark or grade

50%

Assessment Criteria

- Time allocation of 60 minutes to complete the quiz.
- There will be a combination of multiple choice, short answer and diagrams.
- You will only be given one attempt.
- When the due date expires, any open attempts are automatically submitted; you must therefore start the quiz before that deadline or you will not receive your full time period.
- This is an individual assessment with no collaboration allowed.
- No late submissions will be accepted and the test will close and become unavailable after the due date and time.
- In the absence of an approved extension, there will be no opportunity to complete the test after this date.
- If you have any technical issues you must notify the unit coordinator immediately

Referencing Style

- [American Psychological Association 7th Edition \(APA 7th edition\)](#)

Submission

No submission method provided.

Learning Outcomes Assessed

- Articulate the theoretical underpinnings, including the anatomical and pathophysiological reasons, for the application of advanced care skills and interventions in the management of a critically ill or injured patient relevant to paramedic practice
- Identify and interpret the indications, precautions, risks and contraindications of using specific paramedic interventions involved in advanced care prehospital practice
- Employ critical thinking and clinical reasoning for using specific paramedic interventions involved in advanced care prehospital skills and interventions

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