



PODI14013 Professional Podiatry Practice

Term 2 - 2020

Profile information current as at 28/04/2024 03:40 pm

All details in this unit profile for PODI14013 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 students will develop financial, legal, ethical and professional skills to enable them to successfully transition to a qualified practitioner. Students will explore basic business concepts, knowledge of the ethics and law, professional regulation guidelines and the skills required to delegate tasks to supporting staff. Interviewing, resume development and contract negotiation skills will also be developed.

Details

Career Level: *Undergraduate*

Unit Level: *Level 4*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

Pre-requisites: All Year 4, Term 1 Units.

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 - 2020

- Rockhampton
- Sydney

Attendance Requirements

All on-campus students are expected to attend scheduled classes – in some units, these classes are identified as a mandatory (pass/fail) component and attendance is compulsory. International students, on a student visa, must maintain a full time study load and meet both attendance and academic progress requirements in each study period (satisfactory attendance for International students is defined as maintaining at least an 80% attendance record).

Website

[This unit has a website, within the Moodle system, which is available two weeks before the start of term. It is important that you visit your Moodle site throughout the term. Please visit Moodle for more information.](#)

Class and Assessment Overview

Recommended Student Time Commitment

Each 6-credit Undergraduate unit at CQUniversity requires an overall time commitment of an average of 12.5 hours of study per week, making a total of 150 hours for the unit.

Class Timetable

[Regional Campuses](#)

Bundaberg, Cairns, Emerald, Gladstone, Mackay, Rockhampton, Townsville

[Metropolitan Campuses](#)

Adelaide, Brisbane, Melbourne, Perth, Sydney

Assessment Overview

1. **In-class Test(s)**

Weighting: 40%

2. **Written Assessment**

Weighting: 60%

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 Lecturer's self reflection

Feedback

Being able to write an effective resume and cover letter is a crucial part of getting a job as a podiatrist once graduated. Having a tutorial lesson in which the students practice responding to a job application with a cover letter may improve the students ability to write this once graduated.

Recommendation

It is recommended that having a tutorial which is not apart of the assessment, in which the students write a cover letter responding to a job and receive feedback during class, would improve the students ability to do this in the workforce.

Unit Learning Outcomes

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

1. Explain financial, legal and ethical theoretical concepts within professional practice
2. Implement podiatry practice as required by the national professional and regulatory bodies, within private and public healthcare settings
3. Describe the processes applicable to job search, interviews, resumes and contract negotiation
4. Design and apply basic business processes applicable to starting and managing a private practice
5. Analyse the social and cultural challenges faced by new allied health employees.

Podiatry Board of Australia

Alignment of Learning Outcomes, Assessment and Graduate Attributes



Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes				
	1	2	3	4	5
1 - In-class Test(s) - 40%	•	•	•	•	•
2 - Written Assessment - 60%	•	•	•	•	•

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
1 - Communication	•	•	•	•	•
2 - Problem Solving	•	•	•	•	•

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
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 - In-class Test(s) - 40%	•	•	•	•	•		•	•		
2 - Written Assessment - 60%	•	•	•	•	•	•	•	•		

Textbooks and Resources

Textbooks

There are no required textbooks.

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

For further information, see the Assessment Tasks.

Teaching Contacts

Julie Nguyen Unit Coordinator
j.nguyen@cqu.edu.au

Schedule

Session 1- Introduction to Professional Practice in Podiatry - 20 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
This lecture provides an introduction to professional practice in podiatry covering topics including professional podiatry organisations, professional identity, professional competency standards as well as podiatry professional member associations and special interest groups.		

Session 2- Clinical Practice Guidelines & Quality Assurance - 21 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
This lecture will cover the importance of clinical practice guideline compliance and effective and pro-active quality assurance.		

Session 3- Funding Arrangements for Podiatry Services - 22 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
This lecture will cover funding mechanisms for podiatry services for patients and the requirements for the funding. Funding sources such as Medicare, Department of Veteran's Affairs, Private Health Insurance, National Disability Insurance Scheme (NDIS), and My Aged Care will be explored.		

Session 4- Public Sector & Private Sector/Small Business Structure and Management - 23 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
Public Sector: This lecture will cover topics including structure of different public organisations, key performance indicators, budget management, union memberships, stock ordering and control, mentoring, working with allied health assistants and health literacy. Private Sector: This lecture will provide business knowledge and skills required to manage a business. Topics such as budgeting, stock control, employment law, and working with accountants will be explored.		

Session 5- Entering the Health Workforce - 24 Jul 2020

Module/Topic	Chapter	Events and Submissions/Topic
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This lecture will cover the knowledge and skills required in preparation for the health workforce. A range of topics will be covered including job application, medico-legal issues in podiatry, ethical practice, insurance, and Occupational Work Health and Safety legislation and AHPRA Podiatry Board of Australia's registration requirements for new graduates.

Vacation Week - 17 Aug 2020

Module/Topic	Chapter	Events and Submissions/Topic
Vacation Week.		

Week 6 - 24 Aug 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Week 7 - 31 Aug 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Week 8 - 07 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Week 9 - 14 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Week 10 - 21 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Week 11 - 28 Sep 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Week 12 - 05 Oct 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Review/Exam Week - 12 Oct 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		

Exam Week - 19 Oct 2020

Module/Topic	Chapter	Events and Submissions/Topic
No class.		Written Assessment Due: Exam Week Friday (23 Oct 2020) 11:45 pm AEST

Term Specific Information

This unit will be delivered as an intensive block over 5 days. This unit will be delivered by a number of guest speakers in addition to the Unit Coordinators to help prepare you for professional practice.

Assessment Tasks

1 In-class test

Assessment Type

In-class Test(s)

Task Description

The in-class test will be conducted on campus in week 5. Questions for the test are from content covered in the sessions 1-5 (inclusive). Further information will be made available early during term in Moodle.

Assessment Due Date

Week 5 Friday (14 Aug 2020) 8:00 am AEST

Return Date to Students

Week 6 Friday (28 Aug 2020)

Weighting

40%

Assessment Criteria

The test will be marked according to a custom-made marking sheet.

Referencing Style

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

Submission

Online

Learning Outcomes Assessed

- Explain financial, legal and ethical theoretical concepts within professional practice
- Implement podiatry practice as required by the national professional and regulatory bodies, within private and public healthcare settings
- Describe the processes applicable to job search, interviews, resumes and contract negotiation
- Design and apply basic business processes applicable to starting and managing a private practice
- Analyse the social and cultural challenges faced by new allied health employees.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Team Work
- Cross Cultural Competence
- Ethical practice

2 Written Assessment

Assessment Type

Written Assessment

Task Description

You will be required to submit a written assessment that will assist and prepare you for the health workforce. Further details related to this assessment task will be made available via the unit-related Moodle site at the commencement of the term.

Assessment Due Date

Exam Week Friday (23 Oct 2020) 11:45 pm AEST

Return Date to Students

Results will be released prior to the finalisation of grades.

Weighting

60%

Assessment Criteria

The assessment criteria will be made available via the Moodle unit site at the commencement of term.

Referencing Style

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

Submission

Online

Learning Outcomes Assessed

- Explain financial, legal and ethical theoretical concepts within professional practice
- Implement podiatry practice as required by the national professional and regulatory bodies, within private and public healthcare settings
- Describe the processes applicable to job search, interviews, resumes and contract negotiation
- Design and apply basic business processes applicable to starting and managing a private practice
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Graduate Attributes

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