



SAFE20019 Evidence-Informed OHS Practice

Term 2 - 2017

Profile information current as at 05/05/2024 12:52 pm

All details in this unit profile for SAFE20019 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 provides students with the opportunity to consolidate and practically apply all of the knowledge, skills and attitudes developed during their learning journey in the course, particularly with regard to human factors, occupational health, hygiene, safety science and risk management. The unit also develops theoretical and methodological knowledge to allow students to evaluate the evidence that informs their practice. There is a specific emphasis on developing higher order skills and understanding which are representative of the holistic application of core skills that occurs when a professional understands the interaction between disciplinary domains in solving complex problems.

Details

Career Level: *Postgraduate*

Unit Level: *Level 8*

Credit Points: 6

Student Contribution Band: 8

Fraction of Full-Time Student Load: 0.125

Pre-requisites or Co-requisites

Prerequisites: AINV20006 Safety and Accident Phenomenology, SAFE20017 Human Factors in Complex Systems

Prerequisite or co-requisite: SAFE20011 Exposures and Health Risk

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

- Distance

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 Postgraduate 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. **Portfolio**

Weighting: 70%

2. **Presentation and Written Assessment**

Weighting: 30%

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

Feedback

Annotated Bibliography was very lengthy and it only contributed 20% for the overall grade

Recommendation

Review distribution of grades to consider an increase percentage allocated for the Annotated bibliography: note that this is an enabling task for the final literature review.

Action

No specific action taken in this regard - a redistribution of grades for all assessment activities in the unit will be considered.

Unit Learning Outcomes

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

1. Select and apply tools and techniques to analyse human factors, occupational health, hygiene and other complex problems.
2. Design risk management strategies for a variety of settings.
3. Manage and lead OHS professional practice teams.
4. Select, evaluate and apply appropriate research methods to analyse complex problems in safety science.
5. Analyse, critique and present contemporary OHS issues and research in safety science.
6. Evaluate the evidence base to support practice.

Alignment of Learning Outcomes, Assessment and Graduate Attributes

 N/A Level	 Introductory Level	 Intermediate Level	 Graduate Level	 Professional Level	 Advanced Level
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Alignment of Assessment Tasks to Learning Outcomes

Assessment Tasks	Learning Outcomes					
	1	2	3	4	5	6
1 - Portfolio - 70%	•	•		•	•	•
2 - Presentation and Written Assessment - 30%			•	•		

Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes					
	1	2	3	4	5	6
1 - Knowledge	○	○	○	○	○	○
2 - Communication	○	○	○	○	○	
3 - Cognitive, technical and creative skills	○	○	○	○	○	○
4 - Research	○	○	○	○	○	○
5 - Self-management	○	○	○	○	○	○
6 - Ethical and Professional Responsibility			○	○	○	
7 - Leadership			○	○	○	
8 - 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
1 - Portfolio - 70%	○	○	○	○	○	○	○	
2 - Presentation and Written Assessment - 30%	○	○	○	○	○	○	○	

Textbooks and Resources

Textbooks

SAFE20019

Prescribed

Doing Your Literature Review - Traditional and Systematic Techniques (2011)

Authors: Jesson, JJ, Matheson, L & Lacey, FM

Sage Publications

London, UK

ISBN: 9781848601543

Binding: Paperback

Additional Textbook Information

The textbook should be available as an ebook from the CQU Library

[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 style: [Harvard \(author-date\)](#)
For further information, see the Assessment Tasks.

Teaching Contacts

Aldo Raineri Unit Coordinator

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Schedule

Week 1 - 10 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Introduction to evidence based practice	Chapter 1 + additional readings	

Week 2 - 17 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Developing a topic proposal (for presentation and review)	Chapters 2 & 3 + additional readings	

Week 3 - 24 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
Risk management review (in preparation for residential school)	Risk management readings and materials	

Week 4 - 31 Jul 2017

Module/Topic	Chapter	Events and Submissions/Topic
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Human factors review (in preparation for residential school)

Human factors readings and material

Portfolio 1 (Topic proposal) due 10am Monday 31st July 2017

Week 5 - 07 Aug 2017

Module/Topic

Chapter

Events and Submissions/Topic

Occupational hygiene review (in preparation for residential school)

Occupational hygiene readings and material

Vacation Week - 14 Aug 2017

Module/Topic

Chapter

Events and Submissions/Topic

Portfolio 2 (Annotated bibliography) due 10am Monday 14th August 2017

Week 6 - 21 Aug 2017

Module/Topic

Chapter

Events and Submissions/Topic

Residential School (Gladstone)

Portfolio 3 (Presentation) due by 6.00pm Friday 25th August 2017

Week 7 - 28 Aug 2017

Module/Topic

Chapter

Events and Submissions/Topic

Reviewing the literature
Complete residential school practicum reports

Chapter 5 + additional readings

Week 8 - 04 Sep 2017

Module/Topic

Chapter

Events and Submissions/Topic

Taking a critical approach
Complete residential school practicum reports

Chapter 4 + additional readings

Week 9 - 11 Sep 2017

Module/Topic

Chapter

Events and Submissions/Topic

Writing & presenting the review
Complete residential school practicum reports

Chapters 6 & 9 and additional readings

Week 10 - 18 Sep 2017

Module/Topic

Chapter

Events and Submissions/Topic

Complete residential school practicum reports and literature review

Week 11 - 25 Sep 2017

Module/Topic

Chapter

Events and Submissions/Topic

Complete residential school practicum reports and literature review

Week 12 - 02 Oct 2017

Module/Topic

Chapter

Events and Submissions/Topic

Complete residential school practicum reports and literature review

Review/Exam Week - 09 Oct 2017

Module/Topic

Chapter

Events and Submissions/Topic

Portfolio - Literature Review Due: Review/Exam Week Monday (9 Oct 2017) 10:00 am AEST
Residential School Practicum Reports Due: Review/Exam Week Monday (9 Oct 2017) 10:00 am AEST

Exam Week - 16 Oct 2017

Assessment Tasks

1 Portfolio - Literature Review

Assessment Type

Portfolio

Task Description

Select a topic related to the area of Safety Science which you would like to research.

Portfolio 1 - Topic proposal (5%) (due end of Week 3)

Prepare a topic proposal outlining:

1. How studying this topic will enhance your knowledge and practice in this area; and
2. A proposed structure for the review of literature relevant to the topic; and
3. A list of 10 - 15 peer reviewed journal articles that will form the basis of your literature review (in Harvard format).

Portfolio 2 - Annotated bibliography (15%) (due end of Vacation Week)

Prepare an annotated bibliography of the reference material you listed in Portfolio 1 (and any additional relevant material you have included).

Portfolio 3 - Presentation (20%) (at residential school in Week 6)

Present preliminary review findings.

Portfolio 4 - Literature review (30%) (due end of Week 12)

Completed literature review, which should include the following:

1. Background to the topic, including relevance to industry; and
2. Theoretical base/framework of the topic; and
3. Important national and international studies in the area; and
4. Critical analysis of the topic.

Assessment Due Date

Review/Exam Week Monday (9 Oct 2017) 10:00 am AEST

All portfolio assessment items must be submitted by the end of Week 12

Return Date to Students

Exam Week Friday (20 Oct 2017)

Weighting

70%

Assessment Criteria

Places review in safety science context - 5%

Outlines theoretical base/framework for the topic- 10%

Demonstrates wide reading as well as a focus on the specific topic - 5%

Demonstrates a clear understanding of the problem and the topic is well focussed - 10%

Analysis, interpretation and evaluation of the relevant literature or evidence is objective - 10%

Insights of issues associated with the topic are appropriate and reasonable - 20%

Logical and concise conclusions are drawn from the evidence - 20%

Presentation is clear and well structured - 5%

Writing style is clear, logical and scholarly - 5%

Appropriate use of quotations and citations that are consistent with Harvard Referencing Style - 5%

References match citations and are consistent with Harvard Referencing Style - 5%

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Learning Outcomes Assessed

- Select and apply tools and techniques to analyse human factors, occupational health, hygiene and other complex problems.
- Design risk management strategies for a variety of settings.
- Select, evaluate and apply appropriate research methods to analyse complex problems in safety science.
- Analyse, critique and present contemporary OHS issues and research in safety science.

- Evaluate the evidence base to support practice.

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility
- Leadership

2 Residential School Practicum Reports

Assessment Type

Presentation and Written Assessment

Task Description

Students are required to participate in work site visits and undertake risk assessment, human factors and occupational hygiene monitoring activities at the residential school. Results will be submitted in Practicum Reports.

Assessment Due Date

Review/Exam Week Monday (9 Oct 2017) 10:00 am AEST

Return Date to Students

Exam Week Friday (20 Oct 2017)

Weighting

30%

Assessment Criteria

Participates in the required activities - 10%

Participates in activities in a manner appropriate to professional conduct - 10%

Describes salient characteristics of work processes and activities - 10%

Selects and justifies appropriate analysis tools - 10%

Demonstrates application of underpinning knowledge - 10%

Demonstrates ability to determine strengths and weaknesses in safety science practice - 10%

Offers evidence-informed recommendations - 10%

Exhibits teamwork skills - 10%

Communicates effectively and in a manner appropriate to professional context - 10%

Exhibits reflective practice skills -10%

Referencing Style

- [Harvard \(author-date\)](#)

Submission

Online

Learning Outcomes Assessed

- Manage and lead OHS professional practice teams.
- Select, evaluate and apply appropriate research methods to analyse complex problems in safety science.

Graduate Attributes

- Knowledge
- Communication
- Cognitive, technical and creative skills
- Research
- Self-management
- Ethical and Professional Responsibility
- Leadership

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