



# MEDS12003 *Superficial Structures in Ultrasound*

## Term 1 - 2024

Profile information current as at 29/07/2024 03:37 pm

All details in this unit profile for MEDS12003 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 explores the sonographic assessment of normal and pathological superficial structures. You will apply knowledge of anatomy, physiology and embryology to conduct sonographic examinations of superficial structures in the laboratory setting as well as utilising simulated clinical scenarios and case studies to critically reflect on sonographic problems. Development of the knowledge, skills and attitudes required to perform an ultrasound examination of the thyroid will be assessed within a simulated environment.

### 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

Prerequisites MEDS11001 Fundamentals of Sonographic Practice and MEDS11002 Relational Anatomy and Image Recognition and Corequisite MEDS12001 Physics of Ultrasound

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

- Brisbane
- Mackay
- Melbourne
- Sydney

### Attendance Requirements

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

### Website

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

## Class and Assessment Overview

### Recommended Student Time Commitment

Each 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. **Practical Assessment**

Weighting: Pass/Fail

#### 2. **Online Quiz(zes)**

Weighting: Pass/Fail

#### 3. **Written Assessment**

Weighting: Pass/Fail

#### 4. **On-campus Activity**

Weighting: Pass/Fail

### Assessment Grading

This is a pass/fail (non-graded) unit. To pass the unit, you must pass all of the individual assessment tasks shown in the table above.

## CQUniversity Policies

**All University policies are available on the [CQUniversity Policy site](#).**

You may wish to view these policies:

- Grades and Results Policy
- Assessment Policy and Procedure (Higher Education Coursework)
- Review of Grade Procedure
- Student Academic Integrity Policy and Procedure
- Monitoring Academic Progress (MAP) Policy and Procedure – Domestic Students
- Monitoring Academic Progress (MAP) Policy and Procedure – International Students
- Student Refund and Credit Balance Policy and Procedure
- Student Feedback – Compliments and Complaints Policy and Procedure
- Information and Communications Technology Acceptable Use Policy and Procedure

This list is not an exhaustive list of all University policies. The full list of University policies are available on the [CQUniversity Policy site](#).

## Previous Student Feedback

### Feedback, Recommendations and Responses

Every unit is reviewed for enhancement each year. At the most recent review, the following staff and student feedback items were identified and recommendations were made.

#### Feedback from SUTE student survey communication

##### **Feedback**

Some students reported a lack of consistency in the unit with regard to the practical skills component across tutors and campuses

##### **Recommendation**

Consider the meeting held with tutors across campuses at the beginning of the semester to be more "in-depth" with marking tool explanation and discussion of issues encountered from 2023. Regular communication of what is expected at the beginning of each week prior to each lab session to improve consistency. Consider improvement of videos made available in advance for both tutors and students to access.

#### Feedback from SUTE student communication and verbal communication at end of tutorials

##### **Feedback**

Students enjoyed the tutorials and the link of the content learned each week to real-life clinical examples

##### **Recommendation**

Maintain the additional content of patient cases and active discussion throughout tutorials to improve student/teacher engagement

#### Feedback from Unit co-ordinator reflection

##### **Feedback**

Provide more examples of what is critical/non-critical in marking tool to foster a better understanding of marking criteria

##### **Recommendation**

Consider adding images of critical and non-critical errors for each section of the marking tool for students to have a clearer idea of common mistakes/errors and expectations of what is required to pass each section. Investigate how lab demonstration videos may be used to provide clarity surrounding critical/non-critical errors.

## Unit Learning Outcomes

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

1. Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
2. Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.
3. Analyse clinical scenarios to provide a differential diagnosis and produce a sonographic report.
4. Apply the practical skills and critical thinking necessary to perform a sonographic examination of the thyroid.
5. Display professional behaviour, teamwork and communication skills and criteria to meet safe sonographic practice, the profession's Code of Conduct, and CQUniversity's graduate attributes.

The learning outcomes for this unit relate to the requirements of general sonography courses under the Australasian Sonography Accreditation Registry (ASAR), Standards for the Accreditation of Sonographer Courses (SASC):  
Foundation Units of Competence 1-5  
Critical Practice Units of Competence 12

## 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 - Practical Assessment - 0%	•			•	•
2 - Online Quiz(zes) - 0%	•	•			
3 - Online Test - 0%	•	•	•		
4 - On-campus Activity - 0%				•	•

### Alignment of Graduate Attributes to Learning Outcomes

Graduate Attributes	Learning Outcomes				
	1	2	3	4	5
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

MEDS12003

#### Prescribed

#### Textbook of Diagnostic Sonography

Edition: 9th (2022)

Authors: Hagen-Ansert

Elsevier

St Louis , Missouri , USA

ISBN: 9780323826464

Binding: Hardcover

[View textbooks at the CQUniversity Bookshop](#)

### IT Resources

**You will need access to the following IT resources:**

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)
- Access to CQ university campus (Sonography lab)
- Access to Phillips iSite (PACS) on-campus

## Referencing Style

All submissions for this unit must use the referencing style: [Vancouver](#)

For further information, see the Assessment Tasks.

## Teaching Contacts

**Rebecca Mahony** Unit Coordinator

[r.mahony@cqu.edu.au](mailto:r.mahony@cqu.edu.au)

## Schedule

### Week 1 - 04 Mar 2024

Module/Topic	Chapter	Events and Submissions/Topic
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**Topic:**  
Introduction to Superficial Structures  
**Sonography Lab:**  
No Compulsory Lab this week

Hagen-Ansert SL, *Textbook of Diagnostic Sonography* (9th Ed) Part I: Foundations of Sonography, p 124-129  
Hagen-Ansert (9th Ed) Part III: Superficial Structures, Ch 22, p 684-704

**COMPULSORY Zoom tutorial**

This Zoom session covers requirements for the Professional Behaviour Assessment, as well as important information about the term, and it is compulsory that all students attend.

(Other non-compulsory Zoom tutorials will be held on most Tuesdays through the term, please see the unit Moodle site for this schedule)

**Held TUESDAY 5 MAR 2024 11AM AEST / 12PM AEDT**

**Assessment 4 Part A - INDUCTION DOCUMENTS**

• **WHS compulsory Lab Safety**

**Induction** online quiz must be completed prior to access to any lab activity; 100% pass mark required.

• **Lab Agreement and Consent**

**Form** must be uploaded prior to access to any lab activity.

Students will not be permitted entry to the sonography lab until both are correctly completed.

**Due MONDAY 4 MAR 2024 5PM AEST/ 6PM AEDT**

**Week 2 - 11 Mar 2024**

Module/Topic	Chapter	Events and Submissions/Topic
<b>Topic:</b> Thyroid/parathyroid and Post-op Thyroid <b>Sonography Lab:</b> Compulsory Lab- Thursday Tutor Assisted Practice (TAP)- Friday	Hagen-Ansert (9th Ed) Part III: Superficial Structures, Ch 22, p 684-704 Additional content will be provided via lectures and eReading list	

**Week 3 - 18 Mar 2024**

Module/Topic	Chapter	Events and Submissions/Topic
<b>Topic:</b> Thyroid imaging-TIRADS <b>Sonography Lab:</b> Compulsory lab-Thursday TAP- Friday	Hagen-Ansert (9th Ed) Part III: Superficial Structures, Ch 22, p 704 Additional content will be provided via lectures and eReading list	

**Week 4 - 25 Mar 2024**

Module/Topic	Chapter	Events and Submissions/Topic
<b>Topic:</b> Anterior and Posterior Triangles of the Neck <b>Sonography Lab:</b> Compulsory lab-Thursday	Content will be provided via lectures and eReading list	<b>Assessment 2 - ONLINE QUIZZES</b> <b>Quiz 1</b> opens <b>TUESDAY 9AM AEST</b> <b>Quiz 1</b> closes <b>WEDNESDAY 5PM AEST</b>

**Week 5 - 01 Apr 2024**

Module/Topic	Chapter	Events and Submissions/Topic

**Topic:**

Salivary glands

**Sonography Lab-**

Compulsory Lab-Thursday

Peer Assisted Practice (PAP)- Saturday

Content will be provided via lectures and eReading list

**Break Week - 08 Apr 2024****Module/Topic****Chapter****Events and Submissions/Topic****Sonography lab:**

PAP- Thursday and Friday

**Week 6 - 15 Apr 2024****Module/Topic****Chapter****Events and Submissions/Topic****Topic:**

Scrotum and testes

**Sonography Lab:**

Compulsory lab- Thursday

TAP- Friday

Hagen-Ansert (9th Ed) Part III: Superficial Structures, Ch 23, p 709-730

**Week 7 - 22 Apr 2024****Module/Topic****Chapter****Events and Submissions/Topic****Topic:**

Superficial Lumps and Foreign Bodies

**Sonography Lab:**

TAP-Friday

PAP-Saturday

Content will be provided via lectures and eReading list

**Week 8 - 29 Apr 2024****Module/Topic****Chapter****Events and Submissions/Topic****Topic:**

Fistulas, tracts and sinuses

**Sonography Lab:**

Compulsory lab (mock assessment)- Thursday

TAP- Friday

Content will be provided via lectures and eReading list

**Assessment 2 - ONLINE QUIZZES**  
**Quiz 2 opens TUESDAY 9AM AEST**  
**Quiz 2 closes WEDNESDAY 5PM AEST****Week 9 - 06 May 2024****Module/Topic****Chapter****Events and Submissions/Topic****Topic:**

Penis

**Sonography Lab:**

Compulsory lab-Thursday

**(Assessment 1)**

PAP- Friday

Content will be provided via lectures and eReading list

**Assessment 1 - Practical skills test**

• All students are required on campus all day

**Held THURSDAY 9TH MAY 2024 from 8.30AM local time****Week 10 - 13 May 2024****Module/Topic****Chapter****Events and Submissions/Topic****Topic:**

Ultrasound Guided Interventional Procedures

**Sonography Lab:**

No Compulsory Lab this week

Content will be provided via lectures and eReading list

**Week 11 - 20 May 2024****Module/Topic****Chapter****Events and Submissions/Topic****Topic:**

Eye

**Sonography Lab:**

TAP- Thursday

PAP- Friday

Content will be provided via lectures and eReading list

## Week 12 - 27 May 2024

Module/Topic	Chapter	Events and Submissions/Topic
<b>Sonography Lab:</b> Lab assessment (resits) Thursday		<b>Assessment 1 - Practical skills resits</b> <ul style="list-style-type: none"><li>• All students are required on campus all day</li></ul> <b>Held THURSDAY 30TH MAY from 8.30AM local time</b>
		<b>Assessment 3 - ONLINE TEST</b> Test opens <b>TUESDAY 9AM AEST</b> Test closes <b>WEDNESDAY 5PM AEST</b>
		<b>Assessment 4 Part B&amp;C - Reflection and Professional</b> See Lab Manual: <ul style="list-style-type: none"><li>• <b>Formative feedback forms</b> from each lab session</li><li>• <b>Mock ARC tool</b></li><li>• <b>Self reflection</b></li><li>• <b>Professional behaviour assessment</b></li></ul> <b>Due FRIDAY 31ST MAY 5PM AEST</b>

## Term Specific Information

The unit coordinator for this unit is Rebecca Mahony. Rebecca is located in Sydney can be reached at [r.mahony@cqu.edu.au](mailto:r.mahony@cqu.edu.au) or by phone on 02 93245753 from Tuesday to Thursday. There are also co-coordinators for this unit on each campus so each student has a local contact point - all are responsible for the running of this unit as well as marking of assessments including practical skills assessments. There are also Peer Assisted Study Session (PASS) leaders working in this unit. These are past students of the unit and will act in a mentoring role. All are here to make the journey through this unit as smooth as possible. Please feel free to contact any members of the team if you are having concerns, worries, or just need to talk.

This is a non-graded, pass/fail unit. Please be aware the Assessment Policy and Procedure (Higher Education Coursework) states: "4.58 Students who fail a single assessment in a pass/fail unit or a pass/fail component in a graded unit may be allowed an opportunity to re-attempt the assessment task if this is stated in the unit profile (see section 4.41) or is otherwise approved in line with the policy and procedure." This unit is scheduled to run once a year only - the next delivery will be in Term 1, 2025. All written assessment items must be submitted accurately and in the correct format by the due date, as there is no opportunity to apply a 5% penalty due to the pass/fail nature of each assessment task. The full documents for Assessment Policy and Procedure (Higher Education Coursework) and Grades and Results Procedure can be accessed on the CQUni IMPortal <http://www.cqu.edu.au/policy>.

Zoom tutorial sessions will be held on most Tuesdays throughout the term - please check the MEDS12003 unit Moodle site Virtual Classes tile for dates and times of these tutorials.

In regard to Assessment 1, attendance at all skills labs for this unit is mandatory - this includes assessment days. Skills labs, as well as Peer-assisted practices and Tutor-assisted practises, will be scheduled throughout the term. Assessment days occur in week 9 and second attempts offered in week 12 if required. Please pay close attention to the lab schedule for this unit which can be located on the unit Moodle page with outlines of all these on-campus activities.

You must notify the unit coordinator and local lab staff (phone, email) before the start of compulsory labs if you are unable to attend or anticipate being late; this includes practical assessment days. Labs missed for a valid reason require supporting documentation, and you are advised to contact the unit coordinator to organise time to make up for the missed scanning time during practise sessions. Any compulsory lab missed without approval, or being late to labs will not be made up.

You must notify staff before beginning scanning on any day (compulsory labs, tutor-assisted practise, peer-assisted practise, and practical skills assessments) if you are injured or ill, just like you would be required to do when working



with patients and other healthcare team members. In the event that your condition could harm or negatively impact either yourself or those around you (e.g. put you at risk of exacerbating an injury, or pass on viral or bacterial infections to other students and staff), you will be sent home and, in the event of it being a compulsory lab or practical skills assessment, you will need to provide acceptable medical documentation for your absence as described above. Acceptable reasons for adjusting assessment for exceptional circumstances are articulated in the CQUniversity Assessment Policy and Procedure (HE Coursework), section 5.21, and are applicable for practical skills assessments, quizzes, and written assessment components.

"5.21 Students may request an adjustment to their assessment if their ability to prepare for, complete, submit or attend assessment was or will be significantly impacted by exceptional circumstances beyond their control due to:

- disability as defined in the Disability Policy (for advice contact the Student Accessibility and Equity Service)
- medical or health-related condition (e.g. serious or debilitating illness or injury; hospitalisation; giving or recently given birth; mental health illness or condition) (for advice contact the Student Accessibility and Equity Service)
- hardship or trauma (e.g. recent victim of crime, serious accident or other critical incident; sudden loss of income, employment or accommodation; severe disruption to domestic arrangements or family relationship breakdown)
- compassionate circumstances (e.g. death of a family member or close friend; severe disruption to domestic arrangements or family relationship breakdown; unexpected carer responsibilities; lifethreatening illness of a family member; severe financial difficulty)
- unavoidable commitment that by its nature cannot be rescheduled (e.g. work commitments, primary carer responsibilities, jury service, approved activities away from campus or normal residence such as study overseas or work placements; cultural or religious obligations; state, national, international or other commitments requiring the student's participation including those stated in section 5.22 below)."

If you cannot attend a practical skills assessment on the scheduled day due to illness or injury and have provided acceptable medical documentation, the unit coordinator will arrange for the practical skills assessment to be undertaken at another time.

There is both tutor-assisted and peer-assisted practise throughout most weeks of the term - these are not compulsory but are strongly recommended for student success in the practical skills assessments. If you are unable to attend a peer-assisted practise session (self-scheduled with your peers as patients/scanners), or running late, please give your partner in these sessions as much notice as possible. Professional behaviour is expected in labs and in association with this unit at all times - please see Assessment 4 for further information regarding expectations of professionalism.

In regard to Assessment 2, the quizzes will be held in weeks 4 and 8, and are each open for 32 hours. In the event that you are unable to complete the quiz in the allocated time and have suitable medical documentation for exceptional circumstances as discussed above, you need to notify the unit coordinator by phone before the end of the quiz to be granted an extension to the quiz time.

In regard to Assessment 3, an online test will be conducted in week 12. In the event that you are unable to complete the test in the allocated time and have suitable medical documentation for exceptional circumstances as discussed above, you need to notify the unit coordinator by phone before the end of the test to be granted an extension to the test time.

In regard to Assessment 4, there are induction activities that need to be completed on day 1 of term, MONDAY 4 MAR 2024, prior to accessing labs on Thursday of week 1 for Physics Compulsory Lab. There is a compulsory online WH&S Lab Induction Quiz - this must be completed before you can attend the sonography labs in any capacity (labs, tutor-assisted practise, or peer-assisted practise). There is a compulsory online Zoom session on TUESDAY 5 MAR 2024. This session will go over the Professional Behaviour Assessment to articulate professional behaviour marking criteria and the consequences of exemplary, satisfactory, and unsatisfactory performance.

You are required to adhere to the Sonography Labs Dress Code at all times when using the ultrasound simulation labs, including unmanned practises, and the CQU Zero Tolerance Policy will be followed - both of these aspects are covered by the Professional Behaviour assessment (Assessment 4) and failure to comply will result in being asked to leave the lab (if in unsuitable or unsafe attire). This unit is preparation for clinical placement, where it is a requirement to follow WH&S requirements, wear the correct uniform, and to look like a medical professional at all times.

## Assessment Tasks

### 1 Practical Skills Test - Thyroid

## Assessment Type

Practical Assessment

## Task Description

In your future career as a sonographer, you will be required to competently perform sonographic examinations of superficial structures within a timely manner. To begin your journey to competency in this domain, you will undertake training and practise in our simulation labs.

For this assessment, you will be required to complete a **Practical Sonographic Assessment** of the thyroid - it will be a limited version of a clinical protocol. This is an assessment of the pre-scan, scanning, and post-scan skills, and it will be assessed using the electronic 'Assessment of Readiness for Clinical' (**eARC tool**). Resources for successful completion of this assessment will be through compulsory and non-compulsory lab sessions, demonstration videos, lectures, tutorials and a mock test. These resources are all designed to help you develop your scanning skills through the term. It is important to remember that any demonstration video provided should be used as a guide only as often the scanning skill techniques will need to be adapted based on patient anatomy.

There are three components to the practical skills test:

**Professional Assessment:** This component will assess professional aspects of a sonographic examination such as communication, infection control, consent and patient care skills.

**Technical Assessment:** This component will assess your ability to perform a modified thyroid protocol, acquire images and identify anatomy. You will be assessed on anatomy and diagnostic quality of sonographic surveys and images.

**Clinical (knowledge) Assessment:** This component tests ability to identify structures seen on ultrasound in real time, and your ability to verbalise certain elements of the technical assessment.

All components will be marked through the application of *critical* and *non critical* skills. Critical skills are foundational skills required to pass this unit, non critical skills are those that are developing during this unit and can continue to be worked on in subsequent units. Critical skills are 'must do' elements within this assessment, and non critical skills are 'should do' elements. In order to pass this assessment, all critical skills must be completed accurately and consistently. The eARC and 'Appendix to the ARC tool' clarifies the critical skills required in this assessment.

Anatomy recognition is marked as part of the clinical assessment. Your assessor will ask you to identify anatomy on the screen as you scan. This is to ensure your theoretical knowledge can be transferred to sonographic practice to diagnostically assess the region of interest. Narration of your technical skills at a basic level is assessed.

The time limit to complete the entire exam is 30 minutes. The time limit to complete the technical (scanning) component of the assessment is 15 minutes.

## Assessment Due Date

Practical Assessment will be assessed on-campus during the Compulsory Labs WEEK 9 Thursday

## Return Date to Students

Returned via upload to Moodle

## Weighting

Pass/Fail

## Minimum mark or grade

Criteria as outlined in the eARC marking tool.

## Assessment Criteria

This is a **PASS/FAIL** assessment item.

To PASS this assessment, the professional, technical and clinical components must be graded as a pass against the marking criteria framework - please refer to the eARC tool for specifications.

The professional assessment '*critical*' skills are the **bolded items** in the eARC tool and must be completed in order to

pass.

The technical and clinical skills are separated into *critical* and *non critical* skills. Critical skills must be demonstrated consistently throughout the assessment in order to pass. There is no limit of *non critical* errors that may be made and still pass this assessment, however if any of those errors result in a *critical* error due to severity, then they will count instead as a critical error.

In the event a student does not satisfy a specific professional or technical critical skill requirement, the student will be invited to have a second attempt at the skills assessment during week 12.

#### Re-attempts

In the event you are unsuccessful at passing this assessment task in Week 9 of the term, one **RESIT** (second attempt) opportunity is provided to you in **Week 12** of the term. You will receive the marked and moderated eARC tool from the Week 9 Skills test, so please review this carefully to improve relevant skills, knowledge or professional standards. Two additional practice lab sessions will be conducted during week 11 to enable implementation of this feedback, prior to sitting the Week 12 RESIT Skills test. In the event that you are unsuccessful at demonstrating critical skills consistently during the RESIT attempt, there will be no further opportunity for re-attempts or supplementary assessments.

#### Additional information

Your grade (PASS/FAIL) will be allocated following consensus moderation. Please be aware that all practical skills assessments will be video recorded however these videos will not be released to students. Videos may be viewed by CQU sonography staff and tutors for the purposes of marking and moderation of assessments. It also may be required to be viewed by other CQU staff in the event of a student requesting a Review of Grade or Appeal of Grade.

#### Referencing Style

- [Vancouver](#)

#### Submission

Offline

#### Submission Instructions

There is NO Moodle submission for this Assessment item.

#### Learning Outcomes Assessed

- Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
- Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.
- Analyse clinical scenarios to provide a differential diagnosis and produce a sonographic report.
- Apply the practical skills and critical thinking necessary to perform a sonographic examination of the thyroid.

#### Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence
- Ethical practice

## 2 Online Quizzes

### Assessment Type

Online Quiz(zes)

### Task Description

It is necessary for sonographers to have a thorough understanding of anatomy and physiology of the structures being examined sonographically. It is also important to correlate sonographic findings with clinical indications to provide a likely diagnosis and differential diagnosis.

For this assessment you will be required to complete two (2) separate online quizzes. It will assess your knowledge on content specific to the ultrasound of superficial parts. Resources for successful completion of this assessment will be through lectures, tutorials and practice quizzes.

Quizzes will be held in Weeks 4 and 8 respectively and will be accessible online via the unit Moodle site.

- Quiz 1 will assess content from Weeks 1 - 3.
- Quiz 2 will assess content from Weeks 4 - 7.
- Each quiz will contain 20 Multiple Choice Questions and have a time limit of 20 minutes.
- Only one attempt per quiz can be made and once started, the quiz cannot be paused or restarted.

### Important Information.

- No late submissions are permitted after the quizzes have closed so please ensure adequate time for completion.
- If your internet is unreliable, please ensure you attempt these quizzes on campus. Please ensure to find a clear, organised, quiet zone (at university or at home) prior to attempting these quizzes.
- If a sudden technical (Moodle site) interruption has occurred, please screen shot, or take a photo with your phone, to provide evidence of this technical issue. You need to contact TaSAC as soon as possible for assistance, and email the unit coordinator to give notification of the technical issue.
- An extension request for this Assessment item must follow the Moodle Extension Request procedure with documentation of acceptable circumstances. These requests must be received **prior** to quiz end time. In the absence of an approved extension, or documented technical issue, there will be no opportunity to complete these quizzes after they have closed.

### Number of Quizzes

2

### Frequency of Quizzes

Other

### Assessment Due Date

Quiz 1 opens Tuesday 26/03/2024 at 9AM AEST/10AM AEDT and closes Wednesday 27/03/2024 at 5PM AEST/6PM AEDT.  
Quiz 2 opens Tuesday 30/04/2024 at 9AM AEST and closes Wednesday 01/05/2024 at 5PM AEST.

### Return Date to Students

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

### Weighting

Pass/Fail

### Minimum mark or grade

50%

### Assessment Criteria

This is a pass/fail assessment item.

In order for a student to achieve a pass mark in this assessment, the student must achieve a minimum score of 50% or higher averaged over both quizzes. Students must demonstrate a reasonable attempt to complete both quizzes within this Assessment item by set due date and time.

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

This is an open book quiz, so you have the opportunity to consult your notes, lecture slides, text books, and Moodle page. However, this assessment is to be undertaken as an individual, and is not approved as group work. As per the Student Academic Integrity Policy and Procedure, Section 3.25 "If evidence shows that plagiarism, collusion, cheating or academic misconduct of any kind has occurred, the conduct will be considered a breach of academic integrity." Colluding with other students on non-group work tasks is considered academic misconduct, and will be reported to the Academic Integrity Unit.

### Referencing Style

- [Vancouver](#)

### Submission

Online

### Submission Instructions

Refer to quizzes open and close times and complete via the unit Moodle site. Quiz 1 and Quiz 2 are available through the Assessments Tab.

### Learning Outcomes Assessed

- Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
- Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.

### Graduate Attributes

- Problem Solving
- Critical Thinking
- Information Literacy
- Information Technology Competence

## 3 Online Test

### Assessment Type

Written Assessment

### Task Description

As a sonographer, correctly translating sonographic examination findings onto a sonographers worksheet is an important part of the profession. Sonographers are required to accurately identify, describe and document pathology in a timely manner.

This is a short answer, online test conducted in Week 12 of the term. For this assessment, you will be provided with sonographic images and videos from superficial structure ultrasound examinations. It will assess your ability to interpret and correctly describe sonographic findings. Resources for successful completion of this assessment will be through lectures, tutorials and a practice online worksheet test.

Refer to assessment guidelines below:

- There will be 10 short answer questions
- The time limit will be 20 minutes
- Only one attempt can be made and once started the test cannot be paused or restarted.

Important Information.

- No late submissions are permitted after the test has closed so please ensure adequate time for completion.
- If your internet is unreliable, please ensure you attempt this test on campus. Please ensure to find a clear, organised, quiet zone (at university or at home) prior to attempting the assessment.
- If a sudden technical (Moodle site) interruption has occurred, please screen shot, or take a photo with your phone, to provide evidence of this technical issue. You need to contact TaSAC as soon as possible for assistance, and email the unit coordinator to give notification of the technical issue.
- An extension request for this Assessment item must follow the Moodle Extension Request procedure with documentation of acceptable circumstances. These requests must be received **prior** to test end time. In the absence of an approved extension, or documented technical issue, there will be no opportunity to complete this

test after it has closed.

### **Assessment Due Date**

Opens Week 12 Tuesday 28 MAY 2024 9AM AEST and closes Wednesday 29 MAY 2024 at 5PM AEST

### **Return Date to Students**

Results available on Moodle

### **Weighting**

Pass/Fail

### **Minimum mark or grade**

50%

### **Assessment Criteria**

This is a **PASS/FAIL** assessment item.

In order for a student to achieve a pass mark in this assessment, the student must achieve a minimum score of 50% in the online test. Students must demonstrate a reasonable attempt to complete this assessment item by the set due date and time.

The online test short answer questions will be marked by the Unit Coordinator. This is an open book test, so you have the opportunity to consult your notes, lecture slides, text books, and Moodle page. However, this assessment is to be undertaken as an individual, and is not approved as group work. As per the Student Academic Integrity Policy and Procedure, Section 3.25 "If evidence shows that plagiarism, collusion, cheating or academic misconduct of any kind has occurred, the conduct will be considered a breach of academic integrity." Colluding with other students on non-group work tasks is considered academic misconduct, and will be reported to the Academic Integrity Unit.

### **Referencing Style**

- [Vancouver](#)

### **Submission**

Online

### **Submission Instructions**

Complete via the unit Moodle site through the Assessments menu.

### **Learning Outcomes Assessed**

- Apply knowledge of anatomy, physiology and embryology of superficial structures to the sonographic examination.
- Differentiate the clinical appearance, sonographic appearance and aetiology of pathologies of superficial structures.

### **Graduate Attributes**

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

## **4 Induction, Reflection and Professional Behaviour Assessment**

### **Assessment Type**

On-campus Activity

### **Task Description**

This is a pass/fail assessment item.

The purpose of this assessment is to prepare you for the professionalism and documentation responsibilities you will have on clinical placement, as well as to develop self-reflection skills by setting weekly goals and following-up on your progress. When working clinically, patients and physicians rely on quick, efficient, and complete documentation to issue treatment. Failure to complete paperwork correctly in the clinical environment may have dire consequences to patient management. Professional behaviour encompasses these and other components such as communication, presentation, responsibility and ethics.

## **PART A: Induction**

This assessment will require you to complete the documentation set forth in your Lab Manual and within the Unit Introduction tile on the Moodle site:

- Workplace Health and Safety Induction
- Lab Agreement
- Consent Form - Sonographic Examination for Teaching Purposes
- Compulsory tutorial

### **Uploaded documentation is in pdf format.**

Please ensure your SURNAME, first name, student number, and name of what you are uploading is used in that order in the title of the document, separated by either underscores or single spaces. Any other order variation or information is incorrect so please take note of this:

**Mahony\_Rebecca\_0123456\_lab\_agreement.pdf**

OR

**Mahony Rebecca 0123456 lab agreement.pdf**

To simulate real clinical environments where **correct documentation is of critical importance**, non-completed or incorrectly completed paperwork will be returned to students with **ONE** opportunity provided to correct the error. As this is a pass/fail assessment item, repeated errors may result in a fail of the assessment item.

The **compulsory tutorial** covers requirements for the Professional Behaviour Assessment (Assessment 4), as well as important induction and term information. It is compulsory that all students attend on **TUESDAY 5 MAR 2024 11AM AEST / 12PM AEDT**

## **PART B: Reflection**

- Formative feedback forms from each lab session
- Mock ARC tool
- Self reflection from mock assessment

Formative feedback provides an opportunity for students to record constructive feedback, self-reflect and set objectives for future labs. The tutor will also provide constructive feedback on professionalism and technical skills demonstrated through each lab. Please access the Lab Manual for further detail on these documents.

You are required to bring in an electronic version of the Lab Manual or the relevant pages to each lab session. Hard copy can be used if you do not have access to a suitable electronic device (tablet or laptop).

## **PART C: Professional Behaviour Assessment**

Professionalism and professional behaviour are critical parts of any medically aligned profession, and encompass the manner in which we treat our colleagues, patients, and the professional settings and equipment provided to us. The purpose of this assessment is to ensure that students from the Medical Sonography course are well-equipped to embody the high standards of professionalism that are expected from CQUniversity students while on their upcoming clinical placements, and as graduate sonographers in their future careers. Developing your professionalism during this unit will prepare you for professional standard expectations in subsequent scanning skill units.

This assessment will require you to treat each of your lab sessions as a scheduled "work shift" and to exhibit professional attitudes to ensure you are prepared to enter the work force with the skills required to provide safe and professional patient care. As such, this assessment is based on assessment of student application and attendance during labs throughout the term.

Expected behaviour and its relevance to the clinical environment is listed in the Professional Behaviour Assessment description. Additionally, please familiarise yourself with the CODE OF CONDUCT in the Lab Manual, as well as the ASAR CODE OF CONDUCT and the CQU CODE OF CONDUCT so that you have a clear understanding of the rationale for, and importance of this assessment. All of these documents are posted on the unit Moodle site for your information.

Professionalism extends to colleagues, staff, patients, environment, and equipment.

This assessment is marked against the Professional Behaviour Assessment (PBA) description and incorporates a process of warnings and feedback on expected behaviour of students when in the lab environment. This will commence in week 4 of the term, and apply to activities within the lab. A warning is known as a Lapse in Professionalism (LiP). Up to three LiPs can be received within the unit without adverse consequence. A fourth LiP however will result in the assessment being graded as a fail.

In the event that a LiP point is accrued, written documentation of the reason will be completed by the on-site lecturer or the unit coordinator, and provided to you as feedback. You will have the opportunity to seek further clarification from or discuss the circumstances of the LiP point from the unit coordinator.

If unprofessional attitude or behaviour is reported by fellow classmates and not witnessed by a staff member, an unofficial warning with formative feedback will be provided in writing detailing the allegation, and your response will be documented.

## Assessment Due Date

Part A due Monday 4 MAR 2024 at 5PM AEST/6PM AEDT. Part B due Friday 31 MAY 2024 at 5PM AEST. No student submission required for Part C.

## Return Date to Students

### Weighting

Pass/Fail

### Assessment Criteria

This is a pass/fail assessment task in a pass/fail unit - a fail grade for any component of a pass/fail assessment task will result in a fail grade for the assessment task, and subsequently the entire unit.

To pass **Part A and B** you must:

- complete all paperwork accurately
- save and upload in the format specified including document name
- submit by the due date and time specified

Documentation in the clinical environment must be correctly issued, otherwise there can be dire consequences for patient and legal ramifications for the sonographer. Hence, in the lab, non-completed or incorrectly completed paperwork will be returned to students, with **ONE** opportunity provided to correct the error. Repeated errors may incur a fail of the assessment item due to Professional Behaviour Assessment requirements.

To pass **Part C** you must:

- receive no more than 3 LiPs through out the term in relation to lab activities. LiPs will begin to accrue from week 4 only. Instances prior to week 3 will receive written feedback.

The LiP system is designed to provide a warning and feedback system to students when they exhibit unprofessional behaviour, and hence up to three LiPs (official warnings) can be issued within the unit without adverse consequence. A fourth LiP however will result in the assessment being graded as a fail.

## Referencing Style

- [Vancouver](#)

## Submission

Online

### Submission Instructions

Please submit each relevant document (with the correct naming convention and PDF format) under the relevant Assessment 4 submission task.

## Learning Outcomes Assessed

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

## Graduate Attributes

- Communication
- Problem Solving
- Team Work
- Cross Cultural Competence
- Ethical practice



## Academic Integrity Statement

As a CQUniversity student you are expected to act honestly in all aspects of your academic work.

Any assessable work undertaken or submitted for review or assessment must be your own work. Assessable work is any type of work you do to meet the assessment requirements in the unit, including draft work submitted for review and feedback and final work to be assessed.

When you use the ideas, words or data of others in your assessment, you must thoroughly and clearly acknowledge the source of this information by using the correct referencing style for your unit. Using others' work without proper acknowledgement may be considered a form of intellectual dishonesty.

Participating honestly, respectfully, responsibly, and fairly in your university study ensures the CQUniversity qualification you earn will be valued as a true indication of your individual academic achievement and will continue to receive the respect and recognition it deserves.

As a student, you are responsible for reading and following CQUniversity's policies, including the [Student Academic Integrity Policy and Procedure](#). This policy sets out CQUniversity's expectations of you to act with integrity, examples of academic integrity breaches to avoid, the processes used to address alleged breaches of academic integrity, and potential penalties.

### What is a breach of academic integrity?

A breach of academic integrity includes but is not limited to plagiarism, self-plagiarism, collusion, cheating, contract cheating, and academic misconduct. The Student Academic Integrity Policy and Procedure defines what these terms mean and gives examples.

### Why is academic integrity important?

A breach of academic integrity may result in one or more penalties, including suspension or even expulsion from the University. It can also have negative implications for student visas and future enrolment at CQUniversity or elsewhere. Students who engage in contract cheating also risk being blackmailed by contract cheating services.

### Where can I get assistance?

For academic advice and guidance, the [Academic Learning Centre \(ALC\)](#) can support you in becoming confident in completing assessments with integrity and of high standard.

### What can you do to act with integrity?



#### Be Honest

If your assessment task is done by someone else, it would be dishonest of you to claim it as your own



#### Seek Help

If you are not sure about how to cite or reference in essays, reports etc, then seek help from your lecturer, the library or the Academic Learning Centre (ALC)



#### Produce Original Work

Originality comes from your ability to read widely, think critically, and apply your gained knowledge to address a question or problem