



MEDS12007 Medical Sonography Clinical Unit 1

Term 3 - 2017

Profile information current as at 18/07/2025 12:25 am

All details in this unit profile for MEDS12007 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 clinical unit will provide you with opportunities to apply and integrate theoretical and practical knowledge, skills and professional behaviour in the clinical environment, independently and under the supervision of qualified professionals. The practical focus in this unit includes the completion of an ultrasound scan to a beginner level of competence. You will learn to analyse images and solve problems. Behavioural aspects of professional practice are emphasised and you are expected to critically reflect on your own performance and exhibit a high level of safe patient care. Critical appraisal of performance will enable you to develop your own patient care, professional, technical and analytical skills in a work setting.

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

MEDS12002 Abdominal Ultrasound Prerequisite And MEDS12003 Superficial Structures in Ultrasound Prerequisite And MEDS12001 Physics of Ultrasound Prerequisite And MEDS12004 Sonography Skills Development 1, which must have been successfully completed within the last twelve months. Should this time limit have elapsed the student must successfully complete a skills / clinical knowledge revision and assessment as determined by the discipline lead or designate. Prerequisite

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 3 - 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).

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. **Portfolio**

Weighting: Pass/Fail

3. **Practical Assessment**

Weighting: Pass/Fail

4. **Professional Practice Placement**

Weighting: Pass/Fail

5. **Written Assessment**

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 Student Feedback / unit coordinator reflections

Feedback

The written assessment (reflection and goal setting) required a process whereby unsatisfactory submissions could be provided with feedback and resubmitted within a set time frame.

Recommendation

Ensure this process is articulated in the MEDS12007 unit profile for term 3 2018.

Feedback from Student Feedback / unit coordinator reflections

Feedback

The written assessment (reflection and goal setting) requires some restructuring to broaden the range of student reflections to include anonymized details of specific cases.

Recommendation

Ensure change of expectations is articulated in the MEDS12007 unit profile for term 3 2018.

Feedback from Student Feedback / unit coordinator & other academic reflections / feedback.

Feedback

The Clinical Preparation Day was essential to appreciating the complexities of the clinical placement process and provided clear explanation of assessment requirements on clinical placement.

Recommendation

Continue to hold a clinical preparation day for year 2 students at the end of term 2 on each campus.

Unit Learning Outcomes

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

1. Perform sonographic examination under supervision at a beginner-level of competency.
2. Differentiate sonographic appearances and explain sonographic findings to solve straightforward diagnostic problems.
3. Behave professionally using appropriate interpersonal skills relevant to sonographic practice in accordance with CQUniversity graduate attributes and the Australian Sonographer Accreditation Registry requirements.
4. Critically reflect upon your sonographic knowledge, technical skill, professionalism, teamwork, communication skills and safe clinical practice.

Australasian Competency Standards for Entry Level Sonographers

Unit 1 - 5

Unit 6, 7 and 12

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
1 - Practical Assessment - 0%	●	●		
2 - Practical Assessment - 0%			●	
3 - Portfolio - 0%	●			
4 - Written Assessment - 0%		●		●
5 - Professional Practice Placement - 0%			●	

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				

[illegible]

Assessment Tasks	Graduate Attributes									
	1	2	3	4	5	6	7	8	9	10
5 - Professional Practice Placement - 0%	●				●			●		

Textbooks and Resources

Textbooks

There are no required textbooks.

Additional Textbook Information

To assist you on clinical placement you will need access to textbooks previously purchased whilst studying the medical sonography course- particularly books purchased for any unit with the MEDS prefix.

These textbooks will be useful as they will enable you to revise sonographic pathophysiology, ultrasound physics, human anatomy and aspects of sonography practice.

Clinical supervisors are encouraged to ask students questions about sonographic knowledge, skill and appropriate professional behaviour. They may ask you to research an aspect of sonographic practice related to a case seen on clinical placement. To do this well you will need your textbooks at hand.

IT Resources

You will need access to the following IT resources:

- CQUniversity Student Email
- Internet
- Unit Website (Moodle)

Referencing Style

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

- American Psychological Association 6th Edition (APA 6th edition)
- Vancouver

For further information, see the Assessment Tasks.

Teaching Contacts

Michael Borg Unit Coordinator

m.borg@cgu.edu.au

Schedule

Week 1 - 06 Nov 2017[illegible]

Students on option 1 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - Aorta and pancreas" from your Sonographic skills development - 1 unit. 2: Revise the "pancreas" and "vascular structures" from your abdominal ultrasound unit and textbooks.

Please refer to the unit Moodle site for detailed assessment due dates and tutorial information, as this clinical unit occurs outside of standard University term dates. This unit consists of a five (5) week clinical placement to a minimum of 200 hours.

Week 2 - 13 Nov 2017

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 1 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - Liver and hepatobiliary system" from your Sonographic skills development - 1 unit. 2: Revise the "GB and biliary system" and "Liver" from your abdominal ultrasound unit and textbooks.		

Week 3 - 20 Nov 2017

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 1 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - The Kidneys" from your Sonographic skills development - 1 unit. 2: Revise the "The kidneys" from your abdominal ultrasound unit and textbooks.		Mid GAPA assessment due friday 24th November 2017 7:00pm.

Week 4 - 27 Nov 2017

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 1 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Lower urinary tract" from your Sonographic skills development - 1 unit. 2: Revise the "The lower urinary tract" from your abdominal ultrasound unit and textbooks.		

Vacation Week - 04 Dec 2017

Module/Topic	Chapter	Events and Submissions/Topic
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Week 5 - 11 Dec 2017

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 1 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - The Spleen" from your Sonographic skills development - 1 unit. 2: Revise the "The Spleen" from your abdominal ultrasound unit and textbooks.		GAPA Assessment due friday 15th December 2017 7:00pm.

Week 6 - 18 Dec 2017

Module/Topic	Chapter	Events and Submissions/Topic
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Week 7 - 01 Jan 2018

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 2 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - Aorta and pancreas" from your Sonographic skills development - 1 unit. 2: Revise the "pancreas" and "vascular structures" from your abdominal ultrasound unit and textbooks.		

Week 8 - 08 Jan 2018

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 2 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - Liver and hepatobiliary system" from your Sonographic skills development - 1 unit. 2: Revise the "GB and biliary system" and "Liver" from your abdominal ultrasound unit and textbooks.		

Week 9 - 15 Jan 2018

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 2 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - The Kidneys" from your Sonographic skills development - 1 unit. 2: Revise the "The kidneys" from your abdominal ultrasound unit and textbooks.		
		Mid GAPA assessment due friday 19th January 2018 7:00pm.

Week 10 - 22 Jan 2018

Module/Topic	Chapter	Events and Submissions/Topic
Students on option 2 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Lower urinary tract" from your Sonographic skills development - 1 unit. 2: Revise the "The lower urinary tract" from your abdominal ultrasound unit and textbooks.		
		26-01-2018 is a public holiday in all states. You can enter this as 8 hours on your clinical attendance form.

Week 11 - 29 Jan 2018

Module/Topic	Chapter	Events and Submissions/Topic
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Students on option 2 clinical placement: Recommended revision of knowledge and skills related to sonography of the upper abdomen. 1: Revise "Upper abdominal ultrasound - The Spleen" from your Sonographic skills development - 1 unit. 2: Revise the "The Spleen" from your abdominal ultrasound unit and textbooks.

Week 12 - 05 Feb 2018

Module/Topic	Chapter	Events and Submissions/Topic
		Assessment items 1, 2, 3, 4 and 5 must be completed and submitted by 4:00pm AEST Friday 9th February 2018. Any student whose clinical dates have been negotiated beyond this date will be eligible to apply directly to the unit coordinator for an extension for assessment items 1 - 5.
		Practical Ultrasound Assessment Due: Week 12 Friday (9 Feb 2018) 4:00 pm AEST
		Assessment 2 - Clinical Case Log (CCL) Due: Week 12 Friday (9 Feb 2018) 4:00 pm AEST
		Assessment 3 - Clinical Attendance Due: Week 12 Friday (9 Feb 2018) 4:00 pm AEST
		Assessment 4 - Global Assessment of Professional Attributes (GAPA) Due: Week 12 Friday (9 Feb 2018) 4:00 pm AEST
		Assessment 5 - Written Assessment Due: Week 12 Friday (9 Feb 2018) 4:00 pm AEST

Review/Exam Week - 12 Feb 2018

Module/Topic	Chapter	Events and Submissions/Topic
Exam Week - 12 Feb 2018		
Module/Topic	Chapter	Events and Submissions/Topic

Term Specific Information

The unit coordinator for this unit is Michael Borg. I can be contacted on: 03 9616 0658 or 0429 094 532 and m.borg@cqu.edu.au The clinical placement team are an integral part of the staffing of this unit. The other clinical academic staff include Jane Wardle, Rebecca Armstrong, Julie Cahill and the clinical placement officers, Vanessa Henderson and Kathleen Mossemear. The clinical placement team contact details are on the unit Moodle site. This clinical unit builds on the sonographic knowledge, skills and attributes developed during MEDS12004 Sonographic Skills Development 1. You will perform medical diagnostic ultrasound examinations to begin your progress towards the standards of the 'Australasian Sonographers Association Competency Guidelines for a Graduate Entry-Level Sonographer'. You will evaluate findings to formulate a differential diagnosis and suggest further investigation where appropriate. You will engage with your clinical supervisor in a critical appraisal of your professional behavior and you will apply appropriate professional and interpersonal skills to sonographic practice in accordance with Central Queensland University graduate attributes and requirements for external professional accreditation by Australian Sonographers Accreditation Registry. There are no specified texts for this unit. However you are expected to revise previous unit content related to abdominal ultrasound. This includes content from the units abdominal ultrasound and Sonographic Skills Development 1. To this end you must ensure that the texts for those units are available for you to consult whilst on placement. Clinical supervisors often assign 'homework' such as researching a clinical case seen that day - so be prepared with appropriate texts for support. You are expected to consult texts regularly to enhance your knowledge and understanding during this clinical unit. This unit requires you to attend a five (5)-week clinical placement, to a minimum of 200 hours, from either 13th November to 15th December 2017 inclusive (option 1) or 2nd January to 2nd February 2018 inclusive (option 2). You will have been allocated a specific clinical facility (or facilities) to attend for the placement. You must attend your allocated clinical placement for the entirety of each working day, including the last day of placement, unless alternative arrangements have been agreed by both the unit coordinator and clinical supervisor. Please note that there may be public holidays during your clinical placement. These can be entered as 8 hours on your clinical attendance form and do not need to be 'made up'. Please advise the unit coordinator if you need to extend your placement end date in order to complete unit requirements. Any students who have negotiated to extend placement dates will be eligible to apply for assessment extensions by email to the unit coordinator. If you are experiencing difficulty meeting unit assessment requirements please contact the unit coordinator. You will require regular internet access, word processing and document scanning technology in order to complete assessment requirements. Most clinical sites do not provide computer or internet access so it is your responsibility to provide your own. Please note this important information from the University Assessment of Coursework Procedures. 3.2.6 This is a non-graded (pass/fail) course. All coursework must be submitted by the due date, as there is no opportunity to apply a 5% penalty due to the pass/fail nature of the assessment tasks. A student who fails any assessment in a pass/fail course or a pass/fail component of a graded course will be deemed to have failed that course.

Assessment Tasks

1 Practical Ultrasound Assessment

Assessment Type

Practical Assessment

Task Description

Practical Ultrasound Ultrasound

It is suggested you attempt this task by the end of week 4 of your clinical placement in case you need to repeat the assessment. You will need to plan this with your clinical supervisor.

You are required to complete **ONE (1)** of the following four scanning skill exams during your clinical placement to achieve a '**beginner**' level of competence:

- **Abdominal examination**
- **Renal**
- **Female Pelvic examination (TA OR TV)**
- **Thyroid**

Detailed assessment requirements will be provided to students, and a copy of the assessment

form will be sent to the clinical site supervisor.

This assessment task measures your overall aptitude and competence in completing ONE of EITHER an upper abdomen, trans-abdominal or transvaginal female pelvis, thyroid or renal ultrasound to **'beginner' competence level**.

This task will be assessed by the clinical supervisor, or a sonographer / radiologist delegated this task by your clinical supervisor. Assessment will take place at your clinical site using the practical assessment form provided. A copy of the form has been emailed to your clinical site but it is advisable to provide a printed copy to your clinical supervisor at the commencement of your placement.

Please print this form and read it carefully so you understand the criteria against which your sonographic skill, and relevant theoretical knowledge, will be evaluated.

Discuss the best time to complete this assessment with your clinical supervisor. After the assessment ask for feedback so you can focus your efforts at improvement in the areas mentioned by your supervisor. If you do not meet the required standard on your first attempt, you must seek detailed feedback from your assessor so you can develop a strategy to improve your performance. You should share your plan for improvement with your assessor. You may then repeat this assessment and must achieve the required level. Your clinical supervisor must complete and sign the assessment form before you submit it through the assessment block in the course Moodle site.

In this assessment you will demonstrate your ability to carry out all tasks of the ultrasound examination with intervention, guidance or correction by the assessor most of the time. The assessment must be attempted prior to completion of the clinical placement block

Assessment Due Date

Week 12 Friday (9 Feb 2018) 4:00 pm AEST

Due on Friday 9th February 2018 at 16:00 AEST. The completed practical assessment form must be uploaded by online submission through the unit Moodle site. It is recommended that you submit as soon as you have completed your placement. Any students whose clinical placement dates have been negotiated to extend beyond these due dates will be eligible to apply for an extension to the course coordinator.

Return Date to Students

Exam Week Friday (16 Feb 2018)

Performance assessments will be collated by the unit coordinator following completion of the assessment. Feedback will be provided to you by your clinical supervisor following completion of the assessment. If assessment conditions are not met the unit coordinator will follow up.

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark or grade - A beginner competency level must be achieved in order to pass the course: Performance in this task will be scored on a scale of 1 - 4. You must achieve a minimum of 18 scores of 2.

Assessment Criteria

The Assessment Criteria will address the following areas your performance:

- Patient care and communication
- Pre-scan, scan and post-scan preparation and tasks
- Knowledge of instrumentation including optimisation of survey and images through appropriate selection of parameters and technique
- Interrogation of anatomy and acquisition of relevant images to demonstrate diagnostic sufficiency and completeness of information obtained
- Recognition and understanding of the relevant anatomy and pathology demonstrated
- Ability to recognise the need to and extend the clinical examination where appropriate
- Accurate documentation and communication of findings
- Occupational health and safety including ergonomics

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)

- [Vancouver](#)

Submission

Online

Submission Instructions

Online. Online submission of the completed form via the course Moodle site. Assessed learning outcomes 1. Apply the practical skills and critical thinking necessary to perform sonographic examinations of the abdomen, renal tract and superficial structures under supervision. 2. Differentiate sonographic appearances and explain sonographic findings to solve straightforward diagnostic problems. Assessed graduate attributes 1. Communication 2. Problem Solving 3. Critical Thinking 6. Information Technology Competence 7. Cross Cultural Competence 8. Ethical practice

Learning Outcomes Assessed

- Perform sonographic examination under supervision at a beginner-level of competency.
- Differentiate sonographic appearances and explain sonographic findings to solve straightforward diagnostic problems.

Graduate Attributes

- Communication
- Problem Solving
- Critical Thinking
- Information Technology Competence
- Cross Cultural Competence
- Ethical practice

2 Assessment 2 - Clinical Case Log (CCL)

Assessment Type

Portfolio

Task Description

For this clinical placement you are required to record all examinations. This includes scans you have performed part /or the whole of the examinations and not simply have observed them. The completed clinical logbook must be uploaded to your Moodle site assessment block by 4pm AEST Friday 9th February 2018. The clinical logbook serves as a record of your depth and breadth of experience attained during the placement. It demonstrates the degree of progression of your skill development within and across examination type. You should analyse this record at regular intervals to assist in the formulation of learning goals that will support your achievement of the course outcomes.

Each case will be categorised into one of the following areas: Abdomen (including renal), Superficial Structures (thyroid, testes, lumps / bumps, etc), Breast, Obstetrics (first, second or third trimester) & Gynaecology, Vascular (carotid, DVT or other) and Musculoskeletal. Each week of the logbook must be signed by your clinical site supervisor, radiologist, or a sonographer delegated by the clinical supervisor. Copies have been emailed to your clinical site. Please print these forms/information sheets and read them carefully so you understand the criteria against which your logbook will be evaluated. The word version of your logbook is attached here.

Assessment Due Date

Week 12 Friday (9 Feb 2018) 4:00 pm AEST

Due on Friday 9th February 2018 at 16:00 AEST. The completed log book must be uploaded by online submission through the course Moodle site. It is recommended that you submit as soon as you have completed your placement. Any students whose clinical placement dates have been negotiated to extend beyond these due dates will be eligible to apply for an extension to the course coordinator.

Return Date to Students

Log book numbers will be collated by the course coordinator following completion of the assessment. Feedback will be provided to you by your clinical supervisor following completion of the assessment. If assessment conditions are not met the course coordinator will follow up

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark is 5 examinations logged in any one of the log book categories.

Assessment Criteria

You will pass this assessment if you logged a minimum of 5 scans (in any one of the above log book categories), of your clinical case log by the conclusion of this clinical placement:

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Online Online submission of the completed form, through the course Moodle site. Assessed learning outcomes 1. Apply the practical skills and critical thinking necessary to perform sonographic examinations of the abdomen, renal tract and superficial structures under supervision. Assessed graduate attributes 1. Communication 6. Information Technology Competence

Learning Outcomes Assessed

- Perform sonographic examination under supervision at a beginner-level of competency.

Graduate Attributes

- Communication
- Information Technology Competence

3 Assessment 3 - Clinical Attendance

Assessment Type

Practical Assessment

Task Description

During your placement, a total of **200 hours** of **attendance at clinical placement** is required. Your clinical attendance form is a tally of the hours that you attend clinical placement, and must be verified (signed) by your clinical supervisor. This is your record of hours of clinical practice undertaken as part of this program.

It is expected that you attend 100% of the time during your 5 week clinical placement to achieve the minimum 200 hours (5 X 40 hours) of clinical attendance. All hours worked must be entered into the clinical attendance form. This form must be signed by your clinical supervisor, or a sonographer delegated this task by your clinical supervisor. A copy of the form has been emailed to your clinical site. Please print this form and read it carefully so you understand the criteria against which your clinical attendance will be evaluated.

Public holidays are included as hours worked. You can log 8 hours worked for each public holiday. These do not need to be 'made up'.

Any time you are away from your clinical institution, you MUST supply a verifiable supporting document indicating why you have not attended. Both your clinical supervisor and the course coordinator MUST be informed of any absences from your clinical placement. Any absence for part, or all of, a working day must be made up after, or during (e.g Saturday / evenings if available), the clinical placement.

Clinical Preparation Session- You were required to attend a half-day activity which prepares you for your term 3 clinical placement. This activity took place in term 2. This clinical preparation will outline expectations of your clinical supervisors and patients during your clinical placement. You will consider effective communication strategies with a range of patients and tasks associated with identifying pathology, sourcing information, extending the scan and oral reporting of findings. You must attend this session. A register of attendees will be taken. Attendees must also complete a reflection and feedback sheet. When complete upload this to the unit Moodle site.

The pre-clinical session is a mandatory component to the unit MEDS12007. If you are unable to attend, please submit a medical certificate for the date of the pre-clinical session and/ or contact the Unit co-ordinator Michael

Assessment Due Date

Week 12 Friday (9 Feb 2018) 4:00 pm AEST

Attendance assessments will be collated by the course coordinator following completion of the assessment. Feedback will be provided to you by your clinical supervisor. If the attendance requirements are not met the course coordinator will follow up.

Return Date to Students

To pass this assessment you must achieve a minimum of 200 hours (5 X 40 hours) of clinical attendance. Any days away from your clinical site must be documented. You must attend the clinical preparation session and complete a reflection and feedback sheet or complete the clinical placement knowledge review sheet or provide medical certification.

Weighting

Pass/Fail

Minimum mark or grade

Minimum of 200 hours

Assessment Criteria

To pass this assessment you must achieve a minimum of 200 hours (5 X 40 hours) of clinical attendance. Any days away from your clinical site must be documented.

You must attend the clinical preparation session and complete a reflection and feedback sheet or provide a medical certificate for that specified date.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Online submission of the completed forms, through the unit Moodle site. Assessed learning outcomes 4. Critically reflect upon your professionalism, teamwork, communication skills and safe clinical practice. Assessed graduate attributes 1. Communication 5. Team Work 8. Ethical practice

Learning Outcomes Assessed

- Behave professionally using appropriate interpersonal skills relevant to sonographic practice in accordance with CQUniversity graduate attributes and the Australian Sonographer Accreditation Registry requirements.

Graduate Attributes

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

4 Assessment 4 - Global Assessment of Professional Attributes (GAPA)

Assessment Type

Professional Practice Placement

Task Description

Clinical placement occurs in the professional workplace. As a clinical student you are provided access to that workplace on the condition that you demonstrate behaviours and attributes of a healthcare professional and present a positive image to the clinical facility's staff and clients. As a student in the medical sonographer profession in Australia, you are required to be in consistent compliance with the

Code of Conduct for Medical Sonographers

Clinical sites mention professional behaviour, particularly team work and empathy, as paramount in their decision to employ a sonographer. This assessment considers your ability to communicate professionally with a diverse cultural audience of patients, staff and the general public, demonstrate professional respect for all, and function as a reliable, well organised member of the health team.

Your clinical supervisor, or delegate, will be working in the sonography area with you, directly observing your day-to-day performance, and/or obtaining feedback from supervising sonographers who are doing so. These observations and collected feedback relate to your demonstrated knowledge, skills and behaviours over a span of time, not limited to a particular scan type or patient case. The observations and feedback are then used to complete the Global Assessment of Professional Attributes (GAPA) form provided.

There are three main sections to the GAPA form:

Section 1: initiative and communication

Section 2: responsibility and demeanour

Section 3: overall technical knowledge and skill

In each section there are multiple observable behaviours that you are required to demonstrate throughout your placement. Your assessor will score your performance based on how frequently and to what extent you demonstrate each of the listed behaviours. Your assessor is also encouraged to provide comments to expand on the scoring feedback. This assessment occurs twice during the placement. The first occurs at the mid-placement point, at the end of Week 2. The mid-placement GAPA assessment is formative, meaning its function is to provide you and your unit coordinator with formal documented feedback on your performance, but there are no minimum required scores related to your final grade. You are expected to use that feedback to reflect on your performance, develop an action plan to address any areas of performance that are not yet at the target level for this placement, and use the remaining weeks to achieve those targets. For any behaviour that you score well on at the mid-placement assessment, it is expected that you will continue to meet that level of performance or surpass it for the rest of the placement.

The second GAPA assessment occurs toward the end of Week 5, the last week of the placement. The end-of-placement GAPA assessment is summative, in that its primary use is to evaluate and document your performance relative to the stated performance targets. The minimum required scores are listed in the Assessment Criteria section below. Your final overall grade in this assessment depends on where you stand relative to those performance targets.

The GAPA form and marking criteria is available in the assessment block in the unit Moodle site. A copy has been emailed to your clinical site but it is advisable to provide a printed copy to your clinical supervisor at the commencement of your placement. Please print this form and read it carefully so you understand the criteria against which your professional behaviour will be evaluated. Your clinical supervisor (or designated assessor) will meet with you after completing each assessment to discuss it with you. This is your opportunity to get clarification on any score or comment on the assessment. Once you have had that discussion, you both need to sign and date the assessment. You should complete a brief summary of the discussion. You need to ensure that each completed assessment form has all required documentation, including the name, dated signature and registration number of your assessor as well as your dated signature. Your supervisor will provide you with a copy of the completed assessment form. You will then scan it and upload the file into the unit Moodle site using the link provided.

It is your responsibility to ensure that you remind your clinical supervisor at least a week prior to the assessment that it needs to be done, and book a meeting with him/her toward the end of the week that the assessment is due. This gives your supervisor the opportunity to collect feedback and to designate an alternate assessor if he/she will not be available.

If there are extenuating circumstances at the clinical facility that prevent you from being assessed during the required weeks, you must contact the unit coordinator in a timely manner. This will require obtaining approval for an assessment extension. It is also your responsibility to ensure regular access to the technology needed to upload your assessment by the submission due dates. In the absence of an approved assessment extension, if you have not met all of the requirements listed in the Assessment Criteria section by the stated due dates, you will fail this assessment, and because this is a

pass/fail course that means you will receive a Fail grade for the unit.

On occasion, clinical sites inform us of student behaviours which either: Compromise the reputation of the clinical site and/or the University, Compromise patient / staff safety and/or well-being. In these instances students are notified that they must cease attendance at the clinical site and discuss their position with the unit coordinator and discipline lead. This may result in student behavioural misconduct procedures in line with the CQUniversity Student Behavioural Misconduct Procedure.

Assessment Due Date

Week 12 Friday (9 Feb 2018) 4:00 pm AEST

(Block one) The mid-placement assessment must be completed and uploaded by Friday 24th November by 19:00 AEST. The end-of-placement assessment must be completed and uploaded by Friday 15th December 2017 19:00 AEST. (Block Two) The mid-placement assessment must be completed and uploaded by Friday 19th January 2018 by 19:00 AEST. The end-of-placement assessment must be completed and uploaded by Friday 9th February 2018 19:00 AEST. Any students whose clinical placement dates have been negotiated to extend beyond these due dates will be eligible to apply for an extension to the unit coordinator.

Return Date to Students

Exam Week Friday (16 Feb 2018)

Performance assessments will be collated by the unit coordinator. Feedback regarding the Professional Behaviour Evaluation will be provided to you by your clinical supervisor following completion of the assessment. If assessment conditions are not met the course coordinator will follow up.

Weighting

Pass/Fail

Minimum mark or grade

Minimum mark or grade - This is a pass / fail assessment piece. You must achieve an overall level of 'satisfactory' to pass this assessment

Assessment Criteria

The criteria for assessment are detailed on the GAPA form in the form of required behaviours and attributes. The assessor will use the stated 1 - 6 scale to indicate the frequency and extent to which you demonstrate each of those. The required behaviours and attributes are grouped into 3 sections, each with its own minimum required scores.

For **Section 1: Initiative and Communication**, which has nine required behaviours, the minimum required set of scores are:

- no more than 1 score of 'No or insufficient opportunity to assess' (NA),
- no scores of 1 or 2,
- no more than 1 score of 3, and
- the remainder of behaviours scored at 4 or higher.

For **Section 2: Responsibility and Demeanour**, which has ten required behaviours, the minimum required scores are:

- no more than 1 score of NA,
- no scores of 1, 2 or 3,
- no more than 4 scores of 4, and
- the remainder of behaviours scored at 5 or higher.

For **Section 3: Overall Technical Knowledge and Skill**, which has three required behaviours, the minimum required scores are:

- no scores of NA and
- all behaviours scored at 4 or higher

In order to achieve an overall grade of 'Pass' in this assessment task, you must:

- undergo both the mid-placement and end-of-placement assessments by the due dates listed,
- on the end-of-placement assessment, meet the minimum required scores in all three sections,

- ensure the documentation of each assessment is complete, and
- upload each completed assessment form into the unit Moodle site by the due date.

If minimum required scores in the mid-placement GAPA are not met, you will be regarded as a "Student At Risk". The unit co-ordinator will contact you to advise you of the risk of failing MEDS 12007 and provide formative feedback. You must respond to this email to show you understand the implications of this information and give details of your plans for immediate improvement. A phone call or visit will follow.

Review of your progress will be completed a short time after the mid placement one, at any time as requested by your supervisor or unit coordinator. Unsatisfactory scores at this second GAPA will result in a fail grade for MEDS12007.

Occasionally student behaviour is beyond acceptable risk to clinical sites. Clinical supervisors contact CQUniversity academics immediately when that occurs. A GAPA assessment is requested at this time (which could be at any time during your placement). If the outcome of this GAPA is unsatisfactory, and/or the site feedback indicates that they can no longer host you due to the risk incurred, then this one GAPA alone, or site refusal to host, will constitute a fail of MEDS12007. Where such risk exists your placement will terminate immediately. It is difficult to place such students in the clinical environment again. Your continued progress within the sonography course may be at risk.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Online. Online submission of the completed form via the course Moodle site.

Learning Outcomes Assessed

- Behave professionally using appropriate interpersonal skills relevant to sonographic practice in accordance with CQUniversity graduate attributes and the Australian Sonographer Accreditation Registry requirements.

Graduate Attributes

- Communication
- Team Work
- Ethical practice

5 Assessment 5 - Written Assessment

Assessment Type

Written Assessment

Task Description

Reflection and Goal-Setting

Students are required to complete a written reflection on their scanning skills, problem solving and communication of findings related to a clinical case. They identify personal goals for improvement and reflect on their progress during the clinical placement. Your ability to recognise pathology, record findings, extend the scan appropriately and arrive at a differential diagnosis which you communicate to others is key to your success as a sonography professional. This task will also assess your goal-setting for your own development. In order to complete this task you must keep a note of your progress using:

1. the pathology knowledge or identification / performance (problem solving abilities / scanning skill) reflective flow-chart,
2. the communication of findings / interaction reflective flow chart.

Task

Reflect upon your level of pathological knowledge, clinical problem solving, scanning skill and communication

during the first three weeks of this placement based upon discussions with your supervisor concerning the four reflective flow-charts.

- Detail your strengths and areas in need of improvement.
- Based on this reflection, create a development plan for your next 2 weeks of clinical placement.
- Set "SMART" goals – that is the goals are Specific, Measurable, Achievable, Relevant and Time-specific.

Ensure that any goals set here may be completed within the next two weeks of this clinical placement. Complete three SMART goals using the template provided.

Two goals should be pertinent to the pathology knowledge / Performance (problem solving abilities / scanning skill) reflective flow-chart.

One goal must relate to the communication of findings / interaction reflective flowchart.

At the end of your clinical course:

- Reflect on each SMART goal and describe if you reached your goal, what you did to achieve this, or if you did not reach your goal, why you did not and what you could have done to ensure success.
- Describe how these goals have assisted in your continuing development as a sonography professional.

The reflection on the success of each goal must be written at the end of the relevant goal sheet.

Aim for 500 words as a limit +/- 10% for each of the three goal descriptors of your achievement and what you did.

As a reflective report, it is acceptable to use the first person for this piece, but all external sources must be correctly referenced. You can include drawn reflective flow charts appropriate to your reflections in an appendix. Both the reference list and appendix do not form part of the word count limit.

Below is an example of this assessment completed to a requirements met (pass) standard with the corresponding completed marking rubric.

Assessment Due Date

Week 12 Friday (9 Feb 2018) 4:00 pm AEST

Due on Friday 9th February 2018 at 16:00 AEST. To be uploaded through online submission through the course Moodle site.

Return Date to Students

Feedback for this assessment will be provided to you within two weeks of submission.

Weighting

Pass/Fail

Minimum mark or grade

PASS/FAIL

Assessment Criteria

This assessment is assessed upon:

- Discussion regarding your perceived gaps in pathology knowledge, scan performance or communication.
- Development of three relevant SMART goals based upon your reflection and feedback
- Discussion on what you did to achieve these goals.
- Reflection upon how the goals have affected your development and your own learning journey
- Referencing

You are required to achieve a 'requirements met' score in all areas of the marking rubric. In the event that the first submission does not meet minimum requirements as per the rubric, you will be provided with feedback and guidance by the course coordinator. You will then have an opportunity to revise and resubmit the report within one week of receiving feedback.

Referencing Style

- [American Psychological Association 6th Edition \(APA 6th edition\)](#)
- [Vancouver](#)

Submission

Online

Submission Instructions

Online Online submission of the completed form, through the course Moodle site. A minimum pass mark of 50% is required in order to pass. This is a pass/fail assessment item. You must pass this assessment to pass this course. Assessed learning outcomes 2. Differentiate sonographic appearances and explain sonographic findings to solve straightforward diagnostic problems. 3. Discuss aspects of clinical cases using sonographic knowledge. Assessed graduate attributes 1. Communication 2. Problem Solving 3. Critical Thinking 4. Information Literacy 6. Information Technology Competence 7. Cross Cultural Competence 8. Ethical practice

Learning Outcomes Assessed

- Differentiate sonographic appearances and explain sonographic findings to solve straightforward diagnostic problems.
- Critically reflect upon your sonographic knowledge, technical skill, professionalism, teamwork, communication skills and safe clinical practice.

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