

### 1. General Course Information

### 1.1 Course Details

Course Code:	1810NRS
Course Name:	Health Assessment
Trimester:	Health Care Trimester 3, 2021
Program:	Diploma of Health Care
Credit Points:	10
Course Coordinator:	Gigie Rogers
Document modified:	09 September 2021

# **Course Description**

Health Assessment is a 10 - Credit Point course offered in Trimester 3 within the Diploma of Health Care (DHC). This course is designed to develop students' knowledge and clinical skills to enable performance and application of comprehensive clinical assessments of individuals. This will be achieved through integration of theory into practice which will equip students with adequate knowledge and skills for future clinical practice.

Content includes introduction of essential techniques as well as equipment required in obtaining adequate health assessments of individuals. Such as conducting health interviews incorporating general survey, health history, and body systems assessment. In addition to completion of assessment documentation in a variety of clinal settings.

Attendance to simulation laboratory sessions are compulsory. These practical sessions enable students to gain interactive learning opportunities to integrate theoretical knowledge and clinical skills.

# Assumed Knowledge

Students enrolled in this course are assumed to have background knowledge of human Anatomy and Physiology.

# 1.2 Teaching Team

Your teacher can be contacted via the email system on the portal.

Name	Email
Gigie Rogers	gigie.rogers@staff.griffithcollege.edu.au

## 1.3 Staff Consultation

Your teacher is available each week for consultation outside of normal class times. Times that your teacher will be available for consultation will be found on the Moodle Course Site.

### 1.4 Timetable

Your timetable is available on the Griffith College Portal at Class Timetable in Student and Services.

# 1.5 Technical Specifications

All students must have access to a computer or suitable mobile device such as desktop, laptop, or tablet. In addition, up-to-date bowser access, a reliable high-speed internet connection with enough upload and download capacity, a webcam and headset including microphone are needed.

### 2. Aims, Outcomes & Generic Skills

### 2.1 Course Aims

This course aims to develop students' knowledge and clinical skills to enable performance and application of comprehensive clinical health assessments of individuals. The emphasis is on integration of theory with appropriate clinical skills to equip students in obtaining health assessments of individuals taking into consideration all aspects that may contribute to variances in health findings and apply these in future clinical nursing practice.

This course builds on knowledge gained in Anatomy and Physiology 1 & 2 and interlinks with several other courses within the DHC Program. Knowledge gained, and skills developed during this course will provide an essential foundation for students moving into further studies in the Bachelor of Nursing as well as clinical placements.

This course addresses the generic skills by enhancing the students' ability to work autonomously and collaborate in teams, communicate effectively, and problem solve as well as develop ethical awareness and professional responsibility.



# 2.2 Learning Outcomes

After successfully completing this Course you should be able to:

- 1. Discuss the purpose of health assessment in various nursing contexts.
- 2. Identify various considerations required before, during and after a physical examination including physical, psychological, and environmental aspects, as well as patient preparation.
- 3. Develop and demonstrate various techniques in obtaining physical health assessment for major body systems and apply these in the clinical setting.
- 4. Develop skills in documenting assessment findings using various forms used in the clinical setting.



# 2.3 Generic Skills and Capabilities

For further details on the Generic Skills please refer to the <u>Graduate Generic Skills and Capabilities policy</u>.

Griffith College aims to develop graduates who have an open and critical approach to learning and a capacity for lifelong learning. Through engagement in their studies, students are provided with opportunities to begin the development of these and other generic skills.

Studies in this course will give you opportunities to begin to develop the following skills:

Generic Skills and Capabilities		Taught	Practised	Assessed
Acquisition of discipline knowledge and skills with critical judgement	8	<b>✓</b>	<b>✓</b>	✓
Communication and collaboration		<b>✓</b>	<b>√</b>	<b>√</b>
Self-directed and active learning		✓	<b>√</b>	
Creative and future thinking		<b>✓</b>	<b>√</b>	
Social responsibility and ethical awareness	ΔŢΔ	<b>√</b>	<b>√</b>	<b>√</b>
Cultural competence and awareness in a culturally diverse environment	† <del>††</del>	<b>✓</b>	✓	✓



# 3. Learning Resources

# 3.1 Required Learning Resources

Griffith College. (2021). 1810 Health assessment workbook for nursing simulation laboratory and learning experiences. Custom Publication.

Jarvis, C., Forbes, H., & Watt, E. (2021). Jarvis's physical examination and health assessment (3e). Elsevier.

Laboratory Rules for Diploma of Health Care available on the course site via the Griffith College Student Portal.

# 3.2 Recommended Learning Resources

Calleja, P., Theobald, K., Harvey, T. (2020). Estes health assessment & physical examination. (3<sup>rd</sup> ed.) Cengage Learning.

Tollefson, J., & Hillman, E. (2021). *Clinical psychomotor skills: Assessment tools for nurses* (7<sup>th</sup> ed.). Cengage Learning Australia.

# 3.3 College Support Services and Learning Resources

The College provides many facilities and support services to assist students in their studies. Links to information about College support resources that are available to students are included below for easy reference.

<u>Digital Library</u> – Databases to which Griffith College students have access to through the Griffith Library Databases.

MyStudy – there is a dedicated website for this course via MyStudy on the Griffith College Portal.

Academic Integrity - Griffith College is committed to ensuring academic integrity is understood and maintained by all staff and students. All students learn about academic integrity through engagement with the Academic Integrity online modules within the suite of Academic and Professional Studies courses.

Services and Support provides a range of services to support students throughout their studies including academic advice and assignment help from Student Learning Advisors, and personal and welfare support from Student Counsellors.

<u>Jobs and Employment</u> in the Student Hub can assist students with career direction, resume and interview preparation, job search tips, and more.

IT Support provides details of accessing support, information on s numbers and internet access and computer lab

# 3.4 Other Information about your Learning

#### **Attendance**

You are expected to actively engage in all learning experiences and learning activities which underpin the learning content in this course. You are expected to engage with the learning content and learning activities outside of timetabled class times. This requires you to be an active agent of your learning. You are expected to bring all necessary learning resources to class such as the required textbook and /or Workbook. In addition, you are encouraged to BYOD (bring your own device) to class such as a laptop or tablet. This is not a requirement as computer lab facilities are available on campus, however, the use of such devices in the classroom is encouraged with appropriate and considerate use principles being a priority.

#### **Preparation and Participation in Learning**

In order to enhance your learning, you need to prepare before participating in the learning experiences. Absorb the learning content and complete the learning activities that are provided online before you attend the scheduled learning experiences. Make sure you complete the learning activities set each week, they are designed to support your learning. Active participation in your learning will enhance your success. Ask questions when something is unclear or when you want to bring some issue to your teacher's attention; respond to questions to test your knowledge and engage in discussion to help yourself and others learn.

#### **Consultation Sessions**

Teachers offer extra time each week to assist students outside the classroom. This is known as 'consultation time.' You may seek assistance from your teacher on email or in person according to how the teacher has explained this to the class. Attendance during consultation time is optional but you are encouraged to use this extra help to improve your learning outcomes.

#### **Course Learning Materials**

Learning materials are made available to you in MyStudy on the Griffith College Portal. The learning materials are arranged in Modules. In each Module you will find Learning Content, Learning Experiences and Learning Activities. Learning Content will be engaged with prior to the scheduled Learning Experience (your weekly class). This will ensure you are prepared for the scheduled Learning Experience by being aware of the content to be covered and therefore will be able to actively participate in the session. Learning Activities are accessed after the scheduled session for purposes of review, consolidation of learning, and preparation for the Evidence of Learning Tasks in the course.

In addition, **Anytime Anywhere** learning material is provided in the course. This learning material provides support, interactive tools and directions for students who occasionally cannot attend the weekly scheduled Learning Experience (either in person or on Zoom) perhaps due to illness or other commitments. The Anytime Anywhere learning material should also be used in conjunction with Learning Content and Learning Activities resources.

#### **Self-Directed Learning**

You will be expected to learn independently. This means you must organise and engage with the course learning content even when you are not specifically asked to do so by your teacher. The weekly guide will be helpful to organise your learning. This involves revising the weekly course learning material and completing the learning activities. It also means you will need to find additional information to evidence your learning beyond that given to you, and to construct your own response to a question or topic. All of this requires careful planning of your time. Expect to spend, on average, at least 10 hours per week including class time for each of your courses.

### **Program Progression**

You are reminded that satisfactory Program Progression requires that attendance in classes is maintained at equal to or greater than 80%, and that GPA is maintained at equal to or greater than 3.5 [please see Griffith College Policy Library - Program Progression Policy - for more information].

#### **Teacher and Course Evaluation**

Your feedback is respected and valued by your teachers. You are encouraged to provide your thoughts on the course and teaching, both positive and critical, directly to your teacher or by completing course and teacher evaluations via Griffith College's evaluation tool whenever these are available.

Learning Content, Learning Activities and Learning Experiences
 Modules for Learning and Weekly Learning Content, Learning

4.1 Modules for Learning and Weekly Learning Content, Learning Activities and Learning Experience

	Learning Content	Learning experiences	Learning activities	Evidence of learning	Learning outcome
	Module 1: Unders	tanding Health Assessment			
1	Introduction to 1810NRS.	(Zoom) Learning experience Incorporating teamwork	Review Learning Content and prepare for Learning Experience		1, 2 & 4
	Overview of contents,	and individual activities through:	Read Jarvis et al. (2021)		
	expectations,	<ul><li>Presentations</li></ul>	required course text:		
	and course	Jeopardy quizzes	Chapters		
	outline including Evidence of	<ul><li>Kahoot quizzes</li><li>Quizzlets</li></ul>	1,2,3,7,8,9 Tollefson & Hillman (2019)		
	Learning Tasks and other	<ul> <li>Completion of workbook activities and</li> </ul>	Chapters 2 & 4		
	activities related to the course.	Simulation Laboratory questionnaires.	Complete Module Topic 1.1		
	10 1110 0001.001	4	Complete pre-Simulation		
	Introduction to Health	Overview of contents, course outline, documents,	laboratory workbook questions		

		equipment, and course Evidence of Learning Tasks.  Pre-Simulation Laboratory questionnaire revision/discussion  Hand Hygiene revision  Health interview /Health history role play  Physical examination techniques  Getting familiar with various documents needed in the course.		
		NO SIMULATION		 
	Module 2: Founda	tional Assessments		
2	General Survey, Vital Signs & Documentation	Learning experience incorporating teamwork and individual activities through:  Presentations Jeopardy quizzes Kahoot quizzes Completion of workbook activities and Simulation Laboratory questionnaires.  Pre + Simulation Laboratory questionnaire revision / discussion  General Survey Vital Signs Documentation  Simulation Laboratory 1 Roll Hand Hygiene Introduction to the lab and activities & Simulation Laboratory Instructors H&S orientation (Lab Tech Staff)  Activity 1 General Survey  Activity 2 Vital Signs Assessment & Documentation  Activity 3 (in pairs) Simulation Laboratory questions	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Read Jarvis et al. (2021) required course text: Chapter 10 – General Survey Chapter 13 – Pain Assessment Tollefson & Hillman (2019) Chapters 10, 11, 12,13, 14 & 15  Complete Module 2.1 General Survey, Vital Signs & Documentation  Watch Learning Content Recordings  Head to Toe Assessment of the Normal Adult	1, 2, 3, & 4

3	Mental Health (Psychosocial Assessment)	(Zoom) Learning Experience Incorporating teamwork and individual activities through:  Presentations Jeopardy quizzes Kahoot quizzes Quizzlets Completion of workbook activities and Simulation Laboratory questionnaires discussion  Mental Health (Psychosocial) Assessment  Simulation Laboratory 2 Roll Hand Hygiene Introduction to Simulation Laboratory activities - Simulation Laboratory Instructor  Activity 1 Folstein's Mini-mental  Activity 2 Simulation Laboratory questions  Activity 3 (in pairs) Vital signs review and practice 1  Follow the checklist in Simulation Laboratory 2- General survey, vital signs & documentation.	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Watch Learning Content Recordings  Complete Course Content: Topic 2.2 Mental Health (Psychosocial) Assessment  Read Jarvis et al. (2021) required course text: Chapter 11: Mental Health Assessment Tollefson & Hillman (2019) Chapter 15  Complete Simulation Laboratory questionnaire  Review concepts covered in Simulation Laboratory 2.  Essay 1 Feed forward	1, 2, 3, & 4
	Module 3: System	,		
4			Davis Control	10001
4	Neurological & Sensory Assessment	Learning Experience incorporating teamwork and individual activities through:      Presentations     Jeopardy quizzes     Kahoot quizzes     Quizzlets     Completion of workbook activities and Simulation Laboratory questionnaires.  Simulation Laboratory questionnaire revision / discussion  Neurological & Sensory Assessment  Simulation Laboratory 3	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Complete Course Content: Topic 3.1 Neurological and sensory assessment  Neurologic System: Motor function and reflexes  Neurologic System: Cranial nerves and sensory system	1, 2, 3, & 4

		Roll Hand hygiene Introduction to lab activities –Simulation Laboratory instructor  Activity 1 Basic neurological assessment  Activity 2 (optional)  Advance practice neurological assessment  Activity 3 Simulation Laboratory questions  Activity 4 Vital signs practice and review 2	Head, eyes, and ears  Read Jarvis et al. (2021) required course text: Chapter 10: Neurological function Chapter 12 Neurological Assessment Chapter 12- Neurological Assessment Chapter 14: Eye Assessment Chapter 15; Ear Assessment Tollefson & Hillman (2019) Chapter 17	
5	Cardiovascular Assessment	(Zoom) Learning experience incorporating teamwork and individual activities through:  Presentations Jeopardy quizzes Kahoot quizzes Quizzlets Completion of workbook activities and Simulation Laboratory questionnaires.  Cardiovascular Assessment  Simulation Laboratory 4  Roll Hand hygiene Introduction to lab activities – Lab instructor Activity 1 & 2 Cardiac, peripheral vascular and lymphatic assessment  Activity 3 (in pairs) Vital signs review and practice 3  Activity 4 Complete Simulation Laboratory questions	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Complete Course Content: Topic 3.2 Cardiovascular Assessment Cardiovascular system: heart and neck vessels Cardiovascular system: peripheral  Read Jarvis et al. (2021) required course text: Chapter 16: Peripjeral Vascular Assessment Chapter 17: Cardiac Assessment  Tollefson & Hillman (2019) Chapter 16	
6	Respiratory Assessment	(Zoom) Learning experience incorporating teamwork and individual activities through:  O Presentations O Jeopardy quizzes	Review Learning Content and prepare for Learning Experience	

		<ul> <li>Kahoot quizzes</li> <li>Quizzlets</li> <li>Completion of workbook activities and Simulation Laboratory questionnaires.</li> <li>Respiratory Assessment</li> <li>Simulation Laboratory 5</li> <li>Roll</li> <li>Hygiene</li> <li>Introduction to lab activities – Lab instructor</li> <li>Activity 1         Thorax and lung assessment     </li> <li>Activity 2         Lung function tests     </li> <li>Activity 3         Laboratory questions     </li> <li>Activity 4         Vital signs practice and review 4     </li> </ul>	Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Complete Course Content: Module3 Topic 3.3 Respiratory Assessment  videos: Nose, mouth, throat and neck Thorax and lungs Read Jarvis et al. (2021) required course text: Chapter 18: Upper airway assessment Chapter19: Lower airway assessment : Tollefson & Hillman (2019) Chapter 18	Evidence of Learning Task 1: In-Trimester Exam (30% content: Weeks 1-6)	1, 2, 3, & 4
7	Musculoskeletal & Integumentary Assessment	(Zoom) Learning experience incorporating teamwork and individual activities through:  Presentations Jeopardy quizzes Kahoot quizzes Quizzlets Completion of workbook activities and Simulation Laboratory questionnaires  Musculoskeletal & Integumentary Assessment  Simulation Laboratory 6 Roll Hygiene Introduction to lab activities – Lab instructor Activity 1 Skin, hair and nail assessment  Activity 2 Musculoskeletal assessment  Activity 3 Laboratory Questions  Activity 4 Vital signs practice and review 5	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Complete Course Content: Topic 3.4 Integumentary and Musculoskeletal Assessment Musculoskeletal system  Read Jarvis et al. (2021) required course text:  Chapter 20: Musculoskeletal function  Chapter 22: Skin, hair and nails  Tollefson & Hillman (2019) Chapter 24		1, 2, 3, & 4

8	Digestive system	(Zoom) Learning experience incorporating teamwork and individual activities through:  Presentations Jeopardy quizzes Kahoot quizzes Quizzlets Completion of workbook activities and Simulation Laboratory questionnaires  Digestive Assessment  Simulation Laboratory 7 Roll Hand hygiene Introduction to lab activities – Lab instructor  Activity 1 Nutritional assessment  Activity 2 Abdominal anatomy & patient preparation  Activity 3 Abdominal assessment  Activity 4 Inspection of the mouth and oral cavity  Activity 5 Elimination  Activity 6 Vital signs practice and review 5	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Complete Online Course Content: Topic 3.5 Digestive assessment  Watch the following Jarvis videos: Abdomen  Read Jarvis et al. (2021) required course text: Chapter 21: Nutritional and metabolic assessment  Chapter 23: Abdominal assessment Chapter 25: Bowel function  Tollefson & Hillman (2019) Chapter 21  Review the following website: www.nutritionaustralia.org	Evidence of Learning Task 2: Essay 1,200 words (30 %)	1, 2, 3, & 4
9	Women's & Men's Health Assessment	(Zoom) Learning experience incorporating teamwork and individual activities through:  Presentations Jeopardy quizzes Kahoot quizzes Quizzlets Completion of workbook activities and Simulation Laboratory questionnaires  Women's & Men's Health Assessment  Simulation Laboratory 8 Roll Hand hygiene Introduction to lab activities – Lab instructor	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Watch Learning Content Recordings  Complete Course Content:  Topic 3.6 Women's and men's health assessment  Male Genitalia, Anus, Rectum, and Prostate Female Genitalia, Anus, and Rectum		1, 2, 3, & 4

		Breast & lymphatic assessment  Activity 2 Male sexual and reproductive assessment  Activity 3 Female sexual and reproductive assessment  Activity 4 Genitourinary questions  Activity 5 OSCE practice 1	Read Jarvis et al. (2021) required course text:      Chapter 24: Assessment of Urinary function      Chapter 26: Female sexual and reproductive System      Chapter 27: Male sexual and reproductive function      Chapter 28: Breast assessment      Review the following		
			website:  http://nudge.cheekycheckup.com.au/		
10	Overview: The comprehensive Health Assessment – Putting it all together	(Zoom) Learning experience incorporating teamwork and individual activities through:  Presentations Jeopardy quizzes Kahoot quizzes Quizzlets Completion of workbook activities and Simulation Laboratory questionnaires  The Comprehensive Health Assessment: Putting it all together  Preparation of OSCE Part 1& 2  Simulation Laboratory 9 Roll Hand hygiene Introduction to lab activities – Lab instructor  Activity 1 The Comprehensive Health Assessment: Putting it all together  Activity 1 The Comprehensive Health Assessment: Putting it all together  Activity 2 OSCE preparation 2	Review Learning Content and prepare for Learning Experience  Complete Simulation Laboratory workbook questions  Review your final Learning content and all documents related to the OSCE (Resources tile of the course site)  Head to Toe Assessment of the Normal Adult  Read Jarvis et al. (2021) required course text: Chapter 30: The Complete health assessment: Putting it all together  Preparation of OSCE Part 1 & 2	Evidence of Learning Task 3a: OSCE Part 1: Online test (10%)	1, 2, 3, & 4
11	Revision	Revision Lab: OSCE preparation 3		Evidence of Learning Task 3b: OSCE PART 2 (30%)	1, 2, 3, & 4

# 4.2 Practical Laboratory Classes

Practical laboratory classes commence in Week 2 and are delivered every week until Week 10. Topics are detailed in 4.1 Learning Experience Simulation Laboratory sessions. Please look out for the timetable details.



# 5. Evidence of Learning

# 5.1 Evidence of Learning Summary

	Evidence of learning	Weighting	Learning outcome	Due Date
1	Evidence of Learning Task 1 Mid-Trimester Exam	30%	1, 2, 3, & 4	Week 6
2	Evidence of Learning Task 2 Essay	30%	1,2,3	Week 8
3	Evidence of Learning Task 3 MCQ	10%	1,2,3	Week 10
4	Evidence of Learning Task 4 OSCE	30%	1,2,3,4	Week 11

# 5.2 Evidence of Learning Task Detail

### 1. Evidence of Learning Task 1: Mid-Trimester Exam (30%)

This evidence of learning task designed to assess both theoretical and practical in a wide range of health assessment concepts. The focus of this course is on the practical application of clinical knowledge, underpinned by mastery of theoretical knowledge. This evidence of learning task will reinforce both mastery of theoretical knowledge with application of practical concept through selected and constructed responses.

This evidence of learning task is a two (2) hour examination which will consist of 100 multiple choice questions. It covers all course content from weeks 1-6 and includes the relevant chapters from the prescribed textbook Jarvis et al. (2021).

The exact date and time including any other detail will be communicated to students via the Moodle course site on Griffith College Student Portal and in classes during the trimester.

### 2. Evidence of Learning Task 2: Essay (30%)

Being able to conduct an accurate and thorough assessment on clients of all ages in various settings is an essential skill for healthcare professionals.

This written evidence of learning task enables students to demonstrate their understanding of the purpose of health assessments and how health assessments are conducted in individuals in different age-related teams and in different settings.

This evidence of learning task will be marked against an established and robust criterion which will be published in the course site. Any further relevant information will be discussed and published accordingly on the 1810 Course site. This evidence of learning task requires the student to apply the conventions of academic writing and follow the APA Style 7<sup>th</sup> Edition including the DHC Essay and Report Writing Guideline which is available on the 1810NRS Moodle course site.

Submission: Online submission to Turnitin is required.

#### 3. Evidence of Learning Task 3a &3b: Objective Structured Clinical Examination (OSCE)

The OSCE is designed to assess practical application of theoretical knowledge in a simulated setting. Health assessment skills are assessed using a practical component for the evidence of learning task to determine each student's clinical competence. The physical and cognitive skills applied to successfully complete a health assessment are effectively assessed using this approach.

This evidence of learning task is divided into two (2) parts:

Part 3a will be a short quiz consisting of multiple-choice questions which will be conducted in Week 11.

Part 3b will be a practical health assessment on a human client during the End of Trimester Examination week held in the nursing simulation laboratories. The OSCE will be marked by an examiner against established criteria and undergo a full moderation process. The grading schema and other relevant information for Part 3b will be published on the 1810NRS course site in advance.

It is expected that students will be available at the times allocated for their OSCE which will be published on the 1810NRS Couse site.

In order to pass this Course, students must:

#### A. meet the simulation laboratory requirements

B. achieve a minimum cumulative total of 50% from all graded Evidence of Learning Tasks.

#### 5.3 Late Submission

An Evidence of Learning Task submitted after the due date, without an approved extension from the Course Coordinator, will be penalised. The standard penalty is the reduction of the mark allocated to the Evidence of Learning Task by 5% of the maximum mark applicable for the Evidence of Learning Task, for each working day or part working day that the task is late. Evidence of learning tasks submitted more than five working days after the due date are awarded zero marks.

Please refer to the Griffith College website - Policy Library > <u>Assessment Policy</u> for guidelines and penalties for late submission.

## 5.4 Other Information about Evidence of Learning

#### **Retention of Originals**

You must be able to produce a copy of all work submitted if so requested. Copies should be retained until after the release of final results for the Course.

#### Requests for extension

To apply for an extension of time for an evidence of learning task, you must submit an Application for Extension of Assignment form to your teacher at least 24 hours before the date the assignment is due. Grounds for extensions are usually: serious illness, accident, disability, bereavement or other compassionate circumstances and must be able to be substantiated with relevant documentation [e.g. Griffith College Student Medical Certificate]. Please refer to the Griffith College website - Policy Library - for guidelines regarding extensions and deferred Evidence of Learning Tasks.

#### **Return of Evidence of Learning Tasks**

- Marks awarded for in-trimester evidence of learning tasks, except those being moderated externally with Griffith University, will be available on the Student Portal within fourteen [14] days of the due date. This does not apply to the final evidence of learning task in this course (marks for this task will be provided with the final course result).
- 2. Students will be advised of their final grade through the Student Portal. Students can review their final exam papers after student grades have been published. Review of final exam papers will not be permitted after the final date to enrol.
- 3. Marks for **all** evidence of learning tasks including the final exam (if applicable) will be recorded in the Moodle Course Site and made available to students through the Moodle Course Site.

The sum of your marks of evidence of learning tasks in this course does not necessarily imply your final grade for the course. Standard grade cut off scores can be varied for particular courses, so you need to wait for the official release of grades to be sure of your grade for this course.

#### 6. Policies & Guidelines

Griffith College Evidence of Learning Tasks-related policies can be found in the <u>Griffith College Policy Library</u> which include the following policies:

Assessment Policy, Special Consideration, Deferred Assessment, Alternate Exam Sittings, Medical Certificates, Academic Integrity, Finalisation of Results, Review of Marks, Moderation of Assessment, Turn-it-in Software Use. These policies can be accessed within the Policy Library

**Academic Integrity** Griffith College is committed to maintaining high academic standards to protect the value of its qualifications. Academic integrity means acting with the values of honesty, trust, fairness, respect and responsibility in learning, teaching and research. It is important for students, teachers, researchers and all staff to act in an honest way, be responsible for their actions, and show fairness in every part of their work. Academic integrity is important for an individual's and the College's reputation.

All staff and students of the College are responsible for academic integrity. As a student, you are expected to conduct your studies honestly, ethically and in accordance with accepted standards of academic conduct. Any form of academic conduct that is contrary to these standards is considered a breach of academic integrity and is unacceptable.

Some students deliberately breach academic integrity standards with intent to deceive. This conscious, premeditated form of cheating is considered to be one of the most serious forms of fraudulent academic behaviour, for which the College has zero tolerance and for which penalties, including exclusion from the College, will be applied.

However, Griffith College also recognises many students breach academic integrity standards without intent to deceive. In these cases, students may be required to undertake additional educational activities to remediate their behaviour and may also be provided appropriate advice by academic staff.

As you undertake your studies at Griffith College, your teachers and academic advisors will provide you with guidance to understand and maintain academic integrity; however, it is also your responsibility to seek out guidance if and when you are unsure about appropriate academic conduct.

In the case of an allegation of a breach of academic integrity being made against a student he or she may request the guidance and support of a Griffith College Student Learning Advisor or Student Counsellor.

Please ensure that you are familiar with the Griffith College Academic Integrity Policy; this policy provides an overview of some of the behaviours that are considered breaches of academic integrity, as well as the penalties and processes involved when a breach is identified.

For further information please refer to the Griffith College website - Policy Library > Academic Integrity Policy

### Reasonable Adjustments for Evidence of Learning Tasks - The Disability Services policy

The <u>Disability Services policy</u> (accessed within the <u>Policy Library</u>) outlines the principles and processes that guide the College in making reasonable adjustments to Evidence of Learning Tasks for students with disabilities while maintaining academic robustness of its programs.

#### **Risk Assessment Statement**

This course follows Griffith College and Griffith University Workplace Health and Safety Laboratory guidelines.

The aim of workplace health and safety is to make sure that people do not get sick or injured at the workplace. The legislation dealing with this in Queensland is called the Workplace Health and Safety Act, 1995. Anyone who can affect workplace health and safety has an obligation under this Act.

As a student, you have an obligation to yourself and others to undertake activities in a safe manner. You must follow instructions which are provided for safety. You must not put yourself or anyone else at risk. Care especially needs to be taken when you are performing activities which can affect others. Please refer to the Laboratory Rules for Diploma of Health Care – available on the course site via the Griffith College MyStudy Student Portal.

It is imperative that students follow all health and safety procedures & clinical nursing guidelines, as well as any staff instructions given whilst in the lab.

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