



# Course Outline

OPTM3105

Disease Processes of the Eye 1

Optometry and Vision Science

Faculty of Science

Term 1, 2019

# 1. Staff

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Position	Name	Email	Consultation times and locations	Contact Details
Course Convenor	Dr Alex Hui	<a href="mailto:alex.hui@unsw.edu.au">alex.hui@unsw.edu.au</a>	Via email	Via email
Additional Teaching Staff	Professor Mark Willcox	<a href="mailto:m.willcox@unsw.edu.au">m.willcox@unsw.edu.au</a>	Via email	Via email
	Professor Fiona Stapleton	<a href="mailto:f.stapleton@unsw.edu.au">f.stapleton@unsw.edu.au</a>	Via email	Via email
	Dr Maria Markoulli	<a href="mailto:m.markoulli@unsw.edu.au">m.markoulli@unsw.edu.au</a>	Via email	Via email
	Dr Michael Hennessy	Via Alex Hui	Via email	Via email
	Dr Patrick Versace	Via Alex Hui	Via email	Via email

## 2. Course information

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Units of credit: 6 UOC

Pre-requisite(s): VISN2111

Teaching times and locations: Mondays 3-4PM Colombo Theatre C, Tuesdays 9-11AM Colombo Theatre C, Wednesdays 1-3PM Colombo Theatre C. Tutorials Weeks 3, 6, 9 9AM-12PM or 12PM-3PM, MAT103 (<http://www.timetable.unsw.edu.au>)

### 2.1 Course summary

This course provides an introduction to the underlying processes that lead to the development of disease in the ocular system. The role of microorganisms in the development of infection, of the immune system in the development of inflammation and autoimmunity, and of genetic predispositions leading to inherited diseases will be discussed to provide a foundation in disease pathophysiology. This course will also present diseases which affect the eye and associated structures with regards to their underlying pathophysiology leading to the clinical presentation. Students will become versed with appropriate medical terminology to accurately describe the signs and symptoms of diseases and develop their ability to conduct differential diagnosis by integrating case presentations with epidemiological knowledge.

## 2.2 Course aims

This course aims to introduce the disease processes of ocular disease including infection, inflammation, congenital, iatrogenic and developmental disorders. The clinical description of signs and symptoms and epidemiology of ocular disease encountered by optometrists will be discussed. Students will be taught to utilize clinical descriptors to perform differential diagnosis. This course will ensure that students are ready for the clinical courses.

## 2.3 Course learning outcomes (CLO)

At the successful completion of this course you (the student) should be able to (Refer to Entry level Competencies (ELC) in Kiely PM, Slater J. Optometry Australia Entry-level Competency Standards for Optometry 2014. Clin Exp Optom 2015;98:65-89):

1. Knowledge of the pathophysiology of disease processes (ELC 1.1, 1.2, 1.5, 1.8, 1.10, 1.11, 2.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 4.4)
2. Differentiate and describe normal from abnormal eye and adnexa appearance (ELC 1.10, 3.8, 4.1)
3. Differentially diagnose eye and adnexa disease on the basis of the symptoms and signs of the condition (ELC 3.8,4.1, 4.2, 4.4)
4. Describe the epidemiology (incidence, prevalence, risk factors) of eye and adnexa diseases (1.1, 1.2, 1.12)
5. Describe diagnostic tools commonly used in eye examination including indications for use and interpretation of results (ELC 1.1, 2.4, 4.9)
6. Locate and critically evaluate high quality current information on eye and adnexa disease and its management (ELC 1.3, 1.4, 1.6, 3.3, 4.4, 4.11)
7. Communicate orally and in a written fashion to patients and allied health professionals in a precise and informative way (ELC 1.3, 1.4, 1.5, 1.6, 4.11)
8. Integrate knowledge gained in other optometry courses and the current course

## 2.4 Relationship between course and program learning outcomes and assessments

Program Learning Outcomes (PLO) (3181 – Vision Science <http://www.handbook.unsw.edu.au/undergraduate/programs/2018/3181.html> and 3182 - Vision Science/Clinical Optometry <http://www.handbook.unsw.edu.au/undergraduate/programs/2018/3182.html>) can be found on the UNSW Handbook

Course Learning Outcome (CLO)	LO Statement	Program Learning Outcome (PLO)	Related Tasks & Assessment
CLO 1	Knowledge of the pathophysiology of disease processes (ELC 1.1, 1.2, 1.5, 1.8, 1.10, 1.11, 2.1, 3.2, 3.3, 3.4, 3.7, 3.8, 4.1, 4.2, 4.3, 4.4)	PLO 3181: 1, 2, 3, 7 PLO 3182: 1, 2, 3, 4, 5, 6, 8	MCQ Tests, Fact Sheets, TBL Sessions, Final Exam
CLO 2	Differentiate and describe normal from abnormal eye and adnexa appearance (ELC 1.10, 3.8, 4.1)	PLO 3181: 1-7 PLO 3182: 1-8	MCQ Tests, Fact Sheets, TBL Sessions, Final Exam
CLO 3	Differentially diagnose eye and adnexa disease on the basis of the symptoms and signs of the condition (ELC 3.8,4.1, 4.2, 4.4)	PLO 3181: 1-7 PLO 3182: 1-8	MCQ Tests, Fact Sheets, TBL Sessions, Final Exam
CLO 4	Describe the epidemiology (incidence, prevalence, risk factors) of eye and adnexa diseases (1.1, 1.2, 1.12)	PLO 3181: 1, 2, 3, 6, 7 PLO 3182: 1, 2, 3, 4, 5, 6, 8	MCQ Tests, Fact Sheets, TBL Sessions, Final Exam
CLO 5	Describe diagnostic tools commonly used in eye examination including indications for use and interpretation of results (ELC 1.1, 2.4, 4.9)	PLO 3181: 1-7 PLO 3182: 1-8	MCQ Tests, Fact Sheets, TBL Sessions, Final Exam

CLO 6	Locate and critically evaluate high quality current information on eye and adnexa disease and its management (ELC 1.3, 1.4, 1.6, 3.3, 4.4, 4.11)	PLO 3181: 1-7 PLO 3182: 1-8	MCQ Tests, Fact Sheets, TBL Sessions, Final Exam
CLO 7	Communicate orally and in a written fashion to patients and allied health professionals in a precise and informative way (ELC 1.3, 1.4, 1.5, 1.6, 4.11)	PLO 3181: 1, 2, 3, 4, 6, 7 PLO 3182: 1, 2, 3, 6, 7, 8	Fact Sheets, TBL Sessions
CLO 8	Integrate knowledge gained in other optometry courses and the current course	PLO 3181: 1-8 PLO 3182: 1-8	MCQ Tests, Fact Sheets, TBL Sessions, Final Exam

## 3. Strategies and approaches to learning

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### 3.1 Learning and teaching activities

To maximise learning effectiveness, a number of strategies are used in this course to encourage critical thinking and deep learning of the topics and issues. This course consists of a combination of didactic, group tutorials and self-directed home study. Throughout this course we will use:

- The course content to develop clinical diagnostic strategies
- Practical classes and case examples to develop your ability to source and select relevant, recent, evidence-based literature
- Class discussions to develop your ability to critically review the literature and your knowledge of seminal Ocular Diseases papers
- Formal evaluations to continuously evaluate your differential diagnosis skills
- Invited lecturers to develop multi-disciplinary management strategies and discuss broader issues relating to disability, public health, and co-management

The Moodle component of this course provides access to course notes, compulsory and optional readings, useful on-line resources, additional case reports and a venue for optional student on-line discussions.

### 3.2 Expectations of students

<b>Expectations of Students</b>	<p><b>Attendance</b> Some components of this course are compulsory, and you are expected to attend. Attendance at compulsory course components will be monitored by taking a roll / asking attendees to sign an attendance register. You may lose marks from your final course mark for non-attendance unless you submit an application for special consideration and provide appropriate documentation.</p> <p>The compulsory course components, and the justification for their compulsory nature, are as follows:</p> <ul style="list-style-type: none"><li>• All tutorial classes in this course must be attended because they act to reinforce theoretical components of the course, while teaching critical practical clinical skills prior to use in the clinic.</li><li>• All examinations must be attended to be given a grade and to evaluate progression through this course.</li></ul> <p><u>Attendance registers:</u></p> <p>In courses where signature on an attendance register is used to monitor attendance, all enrolled students must provide a specimen signature on a central School register by the end of the first week of semester. The central register will be overseen by <b>Dr Dale Larden/Paul Zytnik</b>. Please bring your student card with you when providing your specimen signature. Only one variant of your signature may be used on the central register and on all attendance registers.</p> <p>If your signature does not appear on an attendance register for a compulsory course component, or if the signature on the attendance register does not match the signature on the central register, it will be assumed that you were absent from the compulsory course component.</p>
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Attempts to falsify the central register or attendance registers will be managed under UNSW Student Misconduct Procedures:

<https://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf>

The University uses email as an official form of communication for students. All UNSW students have their own email account. The School of Optometry and Vision Science will also make use of this form of communication.

It is extremely important that you know how to use your Zmail and ensure that you check it regularly. You are advised to link your official UNSW email address to your habitual email address (e.g. hotmail). You will miss out on vital information from the School and University if you do not check your Zmail.

For more information or if you are having connection or access problems, see:

**IT Service Centre**

[www.it.unsw.edu.au/](http://www.it.unsw.edu.au/)

Telephone: 02 9385 1333

Email: [itservicecentre@unsw.edu.au](mailto:itservicecentre@unsw.edu.au)

## 4. Course schedule and structure

Week	Lectures 3-4PM Colombo Theatre C	Lectures 9-11AM Colombo Theatre C	Lectures 1-3PM Colombo Theatre C	Online Recorded Lectures	Practical MAT103	Assignment and Submission dates (see also 'Assessment Tasks & Feedback')
Week 1 (18-22 Feb)	Introduction	Terminology, Pathogenesis, Differential Diagnosis	Anatomy review, signs and symptoms, directed investigations	Introduction to Microbiology Basics of Microbiology and Pathogenesis – Bacteria, Viruses		Disease Fact Sheet Assignments Released
Week 2 (25Feb-1 Mar)	Anatomy review, signs and symptoms, directed investigations	Ocular Adnexa	Ocular Adnexa	Basics of Microbiology and Pathogenesis – Fungi, Protozoa		Disease Fact Sheet 1 due 1159PM 27 <sup>th</sup> February 2019 via Turnitin and Moodle
Week 3 (4-8 Mar)	Lacrimal System	Orbital Disorders Conjunctiva	<b>No Lecture</b>	Disinfection, Infection control, Vaccination, Antibiotics	<b>Practical 1</b>	Disease Fact Sheet 1 Peer Review due 1159PM 5 <sup>th</sup> March 2019 via Moodle
Week 4 (11-15 Mar)	Conjunctiva	Conjunctiva Corneal Dystrophies	<b>MCQ Test 1</b>	Pupil Reactions		
Week 5 (18-22 Mar)	Corneal Inflammation	Corneal Inflammation	Corneal Infection <b>Professor Fiona Stapleton</b>	Iris and Ciliary Body		Disease Fact Sheet 2 due 1159PM 20 <sup>th</sup> March 2019 via Turnitin and Moodle
Week 6 (25-29 Mar)	Lens	Lens	<b>No Lecture</b>	Corneal Herpetic Disease	<b>Practical 2</b>	Disease Fact Sheet 2 Peer Review due 1159PM 26 <sup>th</sup> March 2019 via Moodle
Week 7 (1-5 Apr)	Uveitis	Uveitis	<b>MCQ Test 2</b>	Corneal Ectasias		
Week 8 (8-12 Apr)	Uveitis	Trauma	Cataract Surgery <b>Dr Michael Hennessy</b>	Episclera/Sclera		Disease Fact Sheet 3 due 1159PM 10 <sup>th</sup> April 2019 via Turnitin and Moodle
Week 9 (15-19 Apr) Nb. 19 Apr public holiday	Red Eye and Emergencies	Dry Eye <b>Dr Maria Markoulli</b>	<b>No Lecture</b>		<b>Practical 3</b>	Disease Fact Sheet 3 Peer Review due 1159PM 16 <sup>th</sup> April 2019 via Moodle
Week 10 (22 Apr -26 Apr, & 30 Apr -1 May) Nb. 22 & 25 Apr public holidays	<b>Easter Monday - No Lecture</b>	Revision	Refractive Surgery <b>Dr Patrick Versace</b>			



## 5. Assessment

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### 5.1 Assessment tasks

Task	Length	% of total mark	Due Date
MCQ Test 1	1 hour	15%	See Schedule
MCQ Test 2	1 hour	15%	See Schedule
Disease Fact Sheets and Peer Assessment	N/A	15%	See Schedule
Final exam	2 hours	55%	T1 Exam Period

#### Further information

UNSW grading system: [student.unsw.edu.au/grades](http://student.unsw.edu.au/grades)

UNSW assessment policy: [student.unsw.edu.au/assessment](http://student.unsw.edu.au/assessment)

**IMPORTANT: Assessments may cover ANY part of the course unless otherwise indicated. In addition, assessment may cover any aspect of assumed knowledge specifically or indirectly for this course.**

- 1. MCQ Tests:** There will be 2 MCQ tests that are each worth 15% of your Final Mark. Knowledge-specific questions and clinical cases (including images) may be included in this assessment. Information regarding cases may also be presented including patient history, signs and symptoms; clinical and histopathologic appearance can also be included as appropriate. Several options will be presented for each question and you will be required to select the most ACCURATE response; there will NOT be negative marking. This assessment will help you continue to further develop in-depth course knowledge and a capacity for analytical and critical thinking and for creative problem solving.
- 2. Tutorials and Disease Fact Sheets:** Tutorial classes are held 3 times during session (Weeks 3, 6 and 9). Each class is worth 5% (3% disease fact sheet, 2% peer review). Tutorials will be held in MAT103. Prior to each practical class you will be assigned to submit a one (1) page disease fact sheet (10 point Arial font, single spaced, 2.54 cm all margins, A4 page size, "Optometry and Vision Science" reference style, references ONLY may be included on a second page), examples of which are provided on Moodle. Submission is through Moodle as well as Turnitin. **Students are expected to submit their own work in their own words.** These fact sheets will contain details on the signs, symptoms, pathogenesis, epidemiology, differential diagnoses and references related to your assigned disease. You will then be assigned fact sheets of your peers to assess and evaluate using the rubric provided as well as to provide written feedback the following week through Moodle. Tutorial time will consist of detailed disease presentations and case discussions with your assigned group. Attendance is compulsory. Absence from the practical will decrease the grade for that disease fact sheet by 50%.
- 3. Final exam:** The final exam will be for 2 hours and will be a comprehensive review of **ALL** material covered in this session. The exam may be a combination of multiple choice, short answer and long essay questions. Pass on the exam is set at 50% or greater. You **MUST** pass the final examination to pass this course. **Students who fail the final exam will be given a maximum overall grade of UF for this course.** This assessment will help you develop an ability to engage in independent and reflective learning, an ability to integrate the range of ocular diseases information into a useful clinical practice tool and help ensure that you are competent to proceed into in future courses in the Optometry program.

The course coordinator is responsible for the calculation of provisional composite marks and a recommendation for action for each student. The Examination Committee comprising senior members of the Faculty and which is chaired by the Head of the School of Optometry and Vision Science at UNSW meet to review the provisional marks. The Examination Committee meets at the end of each session or at other times in extraordinary circumstances and grades are awarded according to the UNSW assessment policy (<https://student.unsw.edu.au/assessment>). Final composite marks are released to the student via email and myUNSW and students are notified of results and need for possible supplementary examinations (<https://student.unsw.edu.au/results> and <https://student.unsw.edu.au/academic-transcript>).

All submissions, including late submissions, are subject to the School of Optometry and Vision Science Policy on Submission of Assignments ([https://www.optometry.unsw.edu.au/files/sovs\\_policy\\_for\\_submission\\_of\\_assign\\_28\\_2\\_18.pdf](https://www.optometry.unsw.edu.au/files/sovs_policy_for_submission_of_assign_28_2_18.pdf))

## 5.2 Assessment criteria and standards

Task	Assessment Criteria
MCQ Test 1	Accurate response
MCQ Test 2	Accurate response
Disease Fact Sheets and Peer Assessment	Participation, ability to source literature, clarity, succinctness, appropriateness and accuracy of answers (verbal or written)
Final exam	Accurate response

## 5.3 Submission of assessment tasks

<b>Assignment Submissions</b>	<p>Assignments should be submitted via Moodle (electronic submission). This includes completed laboratory reports and logs which should be scanned/photographed and submitted via Moodle.</p> <p>If your assignment requires submission of a pair of glasses/contact lenses, these may be submitted via the Assignment submission box at the Student Enquiry office (North Wing, Rupert Myers Building, Room 3.003), however the accompanying report should be submitted via Moodle.</p> <p>Marked assignments can be collected from the:</p> <ul style="list-style-type: none"> <li>• School Enquiry office <b>during counter opening hours</b>. You must show a valid student card to do this.</li> </ul> <p>The School Policy on Submission of Assignments (including penalties for late assignments) and the Assignment Attachment Sheet are available from the School office (RMB3.003) and the School website at: <a href="https://www.optometry.unsw.edu.au/current/policies-and-procedures">https://www.optometry.unsw.edu.au/current/policies-and-procedures</a></p>
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<b>Assessment Procedures</b>	<p>SCHOOL OF OPTOMETRY AND VISION SCIENCE, UNSW</p> <p>SUPPLEMENTARY EXAMINATION INFORMATION, 2019</p>
<b>UNSW Assessment Policy<sup>1</sup></b>	<p>There are two circumstances whereby a supplementary examination may be granted:</p> <p><b>COMPETENCY IN DOUBT</b></p> <p>Students whose competency level is in doubt after the final examination(s) may be eligible to sit a supplementary examination in the course(s) concerned.</p> <p>Please check the School website for this information.</p>

### **SPECIAL CONSIDERATION**

On some occasions, sickness, misadventure or other circumstances beyond your control may prevent you from completing a course requirement, such as attending a formal end of semester examination. In these cases you may apply for Special Consideration. To do this you must make formal application for Special Consideration for the course/s affected as soon as practicable after the problem occurs and within three working days of the assessment to which it refers. The application must be made via Online Services in myUNSW. Log into myUNSW and go to My Student Profile tab > My Student Services > Online Services > Special Consideration. Submit the application (including supporting documentation) to UNSW Student Central.

### **Special Consideration - Pre-Existing Conditions**

Many conditions that are the subject of special consideration applications are pre-existing and could be used repeatedly to gain examinations at a later date. These include conditions aggravated or triggered by the stress of the assessment. With the help of your doctor and/or other health care practitioners, steps can be taken ahead of the assessment time to minimise or avoid the consequences of these conditions. When applying for special consideration on the basis of a condition that was already known to be a problem for you and which you have already used as the basis for a special consideration application, the School will require you to provide a certificate that details the preventative measures taken and why they were not successful. This will then be taken into account when considering the application.

Absence from a final examination is a serious matter, normally resulting in a Fail (FL) grade. If you are medically unfit to attend an examination, **YOU MUST CONTACT THE SCHOOL DIRECTLY ON THE DAY OF THE EXAMINATION TO ADVISE OF THIS** (telephone 02 9385 4639, email: [optometry@unsw.edu.au](mailto:optometry@unsw.edu.au)). You must also submit a Request for Special Consideration application as detailed above.

You are reminded that supplementary examinations are not granted lightly or automatically. Eligibility for supplementary examinations, for both of the above situations, is determined by the School Examination Committee, which meets soon after the formal examination period has ended. You cannot “apply” for a supplementary examination, so please do not contact the School or Course Controllers to request a supplementary examination.

It is the responsibility of the student to consult the web site or noticeboard to ascertain whether they have supplementary examinations. This information **WILL NOT** be conveyed in **ANY** other manner. Interstate, overseas or any other absence cannot be used as an excuse.

This information will be available on the School web site at <https://www.optometry.unsw.edu.au> (do not confuse the School website with the myUNSW website) and posted on the notice board on Level 3. This information will be available as soon as possible after the School Examination Committee meeting.

SUPPLEMENTARY EXAMINATIONS FOR 2019 WILL BE HELD AS FOLLOWS:

FOR TERM 1:

- STAGE 1-4\* COURSES: Friday May 24th to 31st
- THERE WILL BE NO SUPPLEMENTARY EXAMINATIONS FOR STAGE 5 STUDENTS IN TERM 1 2019

FOR TERM 2:

- STAGE 1-4\* COURSES: Friday September 6th to 13th
- THERE WILL BE NO SUPPLEMENTARY EXAMINATIONS FOR STAGE 5 STUDENTS IN TERM 2 2019

FOR TERM 3:

- STAGE 1-4\* COURSES: end of December or early January (TBA)
- STAGE 5 COURSES: end of December or early January (TBA)

Supplementary examinations will be held at the scheduled time only. If students who are granted supplementary examinations do not attend, a failure will be recorded for that course. Students should not make travel arrangements, or any other commitments, before establishing whether or not they have supplementary examinations. Ignorance of these procedures, interstate, overseas or any other absence will not be accepted as an excuse. But usual Special Consideration for illness still applies.

If additional assessment is not scheduled, this does NOT indicate whether or not a student has passed or failed the course. Results will be received in the usual way. Please do not contact the School in this regard.

Please note the above applies to OPTM and VISN courses only. Any information on supplementary examinations for servicing courses (e.g. CHEM\*\*\*\*) is the responsibility of the School conducting the course.

\* Stage 4 includes courses in the first year of the MClinOptom program.

<sup>1</sup>[UNSW Assessment Policy](#)

## 5.4. Feedback on assessment

Task	Feedback		
	WHO	WHEN	HOW
MCQ Test 1	AHui	Within 2 weeks after submission	Marks
MCQ Test 2	AHui	Within 2 weeks after submission	Marks
Disease Fact Sheets and Peer Assessment	AHui	Within 2 weeks after submission	Peer Feedback and Grades via Moodle
Final exam	AHui	Official Grades	Exams section notification

## 6. Academic integrity, referencing and plagiarism

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**Referencing** is a way of acknowledging the sources of information that you use to research your assignments. You need to provide a reference whenever you draw on someone else's words, ideas or research. Not referencing other people's work can constitute plagiarism.

Further information about referencing styles can be located at [student.unsw.edu.au/referencing](http://student.unsw.edu.au/referencing)

**Academic integrity** is fundamental to success at university. Academic integrity can be defined as a commitment to six fundamental values in academic pursuits: honesty, trust, fairness, respect, responsibility and courage.<sup>2</sup> At UNSW, this means that your work must be your own, and others' ideas should be appropriately acknowledged. If you don't follow these rules, plagiarism may be detected in your work.

Further information about academic integrity and **plagiarism** can be located at:

- The *Current Students* site [student.unsw.edu.au/plagiarism](http://student.unsw.edu.au/plagiarism), and
- The *ELISE* training site [subjectguides.library.unsw.edu.au/elise](http://subjectguides.library.unsw.edu.au/elise)

The *Conduct and Integrity Unit* provides further resources to assist you to understand your conduct obligations as a student: [student.unsw.edu.au/conduct](http://student.unsw.edu.au/conduct).

<sup>2</sup>International Center for Academic Integrity, 'The Fundamental Values of Academic Integrity', T. Fishman (ed), Clemson University, 2013.

## 7. Readings and resources

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### **Set Texts:**

Kanski, Jack J., Brad. Bowling, Ken. Nischal, and Andrew. Pearson. *Clinical Ophthalmology : A Systematic Approach*. 8th ed. Expert Consult Title. New York: Elsevier/Saunders, 2015.

*This textbook is a comprehensive Ocular Disease Atlas that later becomes an excellent everyday resource in your clinical practice. You can purchase this book through the UNSW bookshop. A copy is held at the UNSW library.*

Bagheri, Nika, Brynn N. Wajda, Charles M. Calvo, Alia K. Durrani, Mark A. Friedberg, Christopher J. Rapuano, Wills Eye Hospital, and Ovid Technologies, Inc. *The Wills Eye Manual: Office and Emergency Room Diagnosis and Treatment of Eye Disease*, 2017.

*This textbook is a critical reference to aid in the diagnosis, differential diagnosis and management of ocular diseases.*

### **The following are recommended textbooks rather than prescribed:**

Bruce, Adrian S., and Michael S. Loughnan. *Anterior Eye Disease and Therapeutics A-Z*, 2011.

Forrester, John V., Andrew D. Dick, Paul G. McMenemy, Fiona Roberts, and Eric Pearlman. *The Eye: Basic Sciences in Practice*. 4th ed. 2016.

Stapleton, Fiona., and British Contact Lens Association. *The Anterior Eye and Therapeutics: Diagnosis and Management*, 2003.

Yanoff, Myron, and Joseph W. Sassani. *Ocular Pathology*. Seventh ed. 2015.

## 8. Administrative matters

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### **Required Equipment, Training and Enabling Skills**

<b>Equipment Required</b>	None
<b>Enabling Skills Training Required to Complete this Course</b>	Skills beyond ELISE level online information literacy are expected. Go to UNSW Library/Online Training/LOIS and complete the complete series of tutorials. Those with poor English skills (relating to writing, oral delivery, grammar, expression) should visit the Learning Centre for help before it is too late.

### **Course Evaluation and Development**

Student feedback is gathered periodically by various means. Such feedback is considered carefully with a view to acting on it constructively wherever possible. This course outline conveys how feedback has helped to shape and develop this course.

<b>Major Course Review</b>		This course was run for the first time in Term 1 2018.
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<b>myExperience<sup>3</sup></b>		This course was run for the first time in Term 1 2018.
<b>Other</b>		

<b>Work Health and Safety<sup>4</sup></b>	<p>Information on relevant Occupational Health and Safety policies and expectations both at UNSW and if there are any school specific requirements.</p> <p>Information on relevant policies and expectations is provided during General Safety Induction training. A copy of the Induction booklet distributed at this training is available from the School of Optometry and Vision Science office (RMB3.003) and the School website at: <a href="https://www.optometry.unsw.edu.au/whs/work-health-and-safety">https://www.optometry.unsw.edu.au/whs/work-health-and-safety</a></p>		
<b>Equity and Diversity</b>	<p>Those students who have a disability or are dealing with personal circumstances that affect their study that requires some adjustment in their teaching or learning environment are encouraged to discuss their study needs with the course Convenor prior to, or at the commencement of, their course, or with the Equity Officer (Disability) in the Equity and Diversity Unit (9385 4734 or <a href="http://www.studentequity.unsw.edu.au/">http://www.studentequity.unsw.edu.au/</a> ).</p> <p>Issues to be discussed may include access to materials, signers or note-takers, the provision of services and additional exam and assessment arrangements. Early notification is essential to enable any necessary adjustments to be made.</p>		
<b>Student Complaint Procedure<sup>4</sup></b>	<b>School Contact</b>	<b>Faculty Contact</b>	<b>University Contact</b>
	Prof. Helen Swarbrick <a href="mailto:h.swarbrick@unsw.edu.au">h.swarbrick@unsw.edu.au</a> Tel: 9385 4373	A/Prof Janelle Wheat Deputy Dean (Education) <a href="mailto:j.wheat@unsw.edu.au">j.wheat@unsw.edu.au</a> Tel: 9385 0752  Or	Student Integrity Unit (SIU)  Telephone 02 9385 8515, email <a href="mailto:studentcomplaints@unsw.edu.au">studentcomplaints@unsw.edu.au</a>



		<p>Dr Gavin Edwards Associate Dean (Academic Programs) <a href="mailto:g.edwards@unsw.edu.au">g.edwards@unsw.edu.au</a> Tel: 9385 4652</p>	
<p><b>University Counselling and Psychological Services<sup>5</sup></b></p>	<p>Information on Counselling and Psychological Services [CAPS] is available at: <a href="https://www.counselling.unsw.edu.au/">https://www.counselling.unsw.edu.au/</a> Tel: 9385 5418</p>		

<sup>3</sup>myExperience process: <https://teaching.unsw.edu.au/myexperience>

<sup>4</sup>[UNSW OHS Home page](#)

<sup>5</sup>[Student Complaint Procedure](#)

<sup>6</sup>[University Counselling and Psychological Services](#)

## 9. Additional support for students

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- The *Current Students* Gateway: [student.unsw.edu.au](http://student.unsw.edu.au)
- Academic Skills and Support: [student.unsw.edu.au/skills](http://student.unsw.edu.au/skills)
- Student Wellbeing, Health and Safety: [student.unsw.edu.au/wellbeing](http://student.unsw.edu.au/wellbeing)
- Disability Support Services: [student.unsw.edu.au/disability](http://student.unsw.edu.au/disability)
- UNSW IT Service Centre: [www.it.unsw.edu.au/students](http://www.it.unsw.edu.au/students)