Course Outline

OPTM7107

Ocular Therapy 1

Optometry and Vision Science

Faculty of Science

Terms 2 and 3 2020
1. Staff

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Email</th>
<th>Consultation times and locations</th>
<th>Contact Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course Convenor</td>
<td>Dr Alex Hui</td>
<td><a href="mailto:alex.hui@unsw.edu.au">alex.hui@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email Phone: 02 9385 9228</td>
</tr>
<tr>
<td>Additional Teaching Staff</td>
<td>Prof Fiona Stapleton</td>
<td><a href="mailto:f.stapleton@unsw.edu.au">f.stapleton@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Prof Tom Millar</td>
<td><a href="mailto:T.Millar@westernsydney.edu.au">T.Millar@westernsydney.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Prof Mark Willcox</td>
<td><a href="mailto:m.willcox@unsw.edu.au">m.willcox@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Ms Jane Duffy</td>
<td><a href="mailto:Jane.duffy@deakin.edu.au">Jane.duffy@deakin.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>A/Prof Isabelle Jalbert</td>
<td><a href="mailto:i.jalbert@unsw.edu.au">i.jalbert@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Ms Lily Ho</td>
<td><a href="mailto:lily.ho@unsw.edu.au">lily.ho@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Prof Murray Fingeret</td>
<td><a href="mailto:murrayf@me.com">murrayf@me.com</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Prof Michael Kalloniatis</td>
<td><a href="mailto:MKalloniatis@cfeh.com.au">MKalloniatis@cfeh.com.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Dr Colin Chan</td>
<td><a href="mailto:Colin.chan@visioneyeinstitute.com.au">Colin.chan@visioneyeinstitute.com.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Dr Andrew Collins</td>
<td><a href="mailto:a.collins@auckland.ac.nz">a.collins@auckland.ac.nz</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td></td>
<td>Dr Jack Phu</td>
<td><a href="mailto:Jack.phu@unsw.edu.au">Jack.phu@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td>Technical &amp; Laboratory Staff</td>
<td>Dr. Dale Larden</td>
<td><a href="mailto:D.Larden@unsw.edu.au">D.Larden@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
<tr>
<td>Administration</td>
<td>Ms Fiona Anderson</td>
<td><a href="mailto:f.anderson@unsw.edu.au">f.anderson@unsw.edu.au</a></td>
<td>Via email</td>
<td>Via email</td>
</tr>
</tbody>
</table>

2. Course information

Units of credit: 6 UOC

Pre-requisite(s): Students are assumed to have a level of knowledge and skill commensurate with a 1997 (or later) graduate of the BOptom course at UNSW, or other equivalent course of study, and to have competency in the relevant clinical diagnostic techniques. International students are assumed to have the equivalent of a three-year AQF level 7 Bachelor degree in Optometry with a credit average.

Teaching times and locations: Online (http://www.timetable.unsw.edu.au)
2.1 Course summary

This course provides an introduction to the basic and clinical sciences related to the use of therapeutic agents in primary care optometry. The focus is on the practical clinical needs of the student. In the basic sciences, there is a review of biochemistry with emphasis on physiological processes and how they can be affected by drug actions. The principles of pharmacology and how they impact therapeutic management are presented and discussed. Microbiology, immunology, inflammation and pathology are reviewed with a strong emphasis on ocular infection and inflammation. Ocular therapeutics and their use in primary care optometry will be covered with reference to diagnosis and management of anterior eye disease, including disorders of the cornea, conjunctiva, adnexae, uvea, lacrimal system as well as glaucoma. The topic of co-management is discussed in relation to glaucoma and ocular surgery. The legislative aspects of therapeutic prescribing by optometrists in Australia and New Zealand will also be presented.

2.2 Course aims

The didactic course is intended to ensure understanding of basic biological sciences, disease processes and their treatment, with particular focus on ocular conditions and ocular manifestations of systemic diseases commonly encountered in Australian practice. The course aims to enhance optometrists’ skills, knowledge and management practice in the areas of ocular disease, ocular manifestations of systemic diseases, ocular trauma, eye emergencies and to work with the best interest of their patients.
2.3 Course learning outcomes (CLO)


At the successful completion of this course you (the student) should be able to:

1. Assess the eye and ocular adnexae and to differentially diagnose ocular disease (ELC 2.1-2.5, 3.1-3.4, 3.8, 4.1)

2. Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management (ELC 4.9, 4.12)

3. Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis (ELC 1.1-1.5, 2.1-2.5, 3.1-3.4, 3.8, 4.1-4.4, 4.9, 4.11, 4.12)

4. Apply knowledge of relevant State/Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease (ELC 1.6, 1.7, 1.8, 1.10, 4.9)

5. Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to. (ELC 1.2, 1.5, 1.7, 2.5, 4.2-4.4, 4.9, 4.11-4.13, 5.1)

6. Plan and execute appropriate shared care arrangements of patients, including recognizing the legal and ethical implications of such arrangements and interactions with other health care providers (ELC 1.2-1.6, 1.8, 4.2-4.4, 4.9, 4.11, 4.13, 5.1, 5.2)

7. Diagnose, treat and/or monitor glaucoma (ELC 1.1, 1.2, 1.6, 1.8, 2.1-2.5, 3.1-3.4, 3.8, 4.1, 4.2, 4.4, 4.9, 4.11, 4.12, 4.13, 5.1, 5.2)

8. Provide non-invasive first aid for ocular conditions (ELC 4.12)

9. Recognize the importance of ongoing skill and knowledge development necessary for continued effective and safe ocular therapeutic management (ELC 1.1, 1.2)
### 2.4 Relationship between course and program learning outcomes and assessments


<table>
<thead>
<tr>
<th>Course Learning Outcome (CLO)</th>
<th>LO Statement</th>
<th>Program Learning Outcome (PLO)</th>
<th>Related Tasks &amp; Assessment</th>
</tr>
</thead>
<tbody>
<tr>
<td>CLO 1</td>
<td>Assess the eye and ocular adnexae and to differentially diagnose ocular disease (ELC 2.1-2.5, 3.1-3.4, 3.8, 4.1)</td>
<td>PLO 1,3,4,5</td>
<td>Quizzes, Participation, Final Exam</td>
</tr>
<tr>
<td>CLO 2</td>
<td>Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management (ELC 4.9, 4.12)</td>
<td>PLO 1-6</td>
<td>Quizzes, PBS assignment, Participation, Final Exam</td>
</tr>
<tr>
<td>CLO 3</td>
<td>Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis (ELC 1.1-1.5, 2.1-2.5, 3.1-3.4, 3.8, 4.1-4.4, 4.9, 4.11, 4.12)</td>
<td>PLO 1-6</td>
<td>Quizzes, Participation, PBS assignment, Final Exam</td>
</tr>
<tr>
<td>CLO 4</td>
<td>Apply knowledge of relevant State/Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease (ELC 1.6, 1.7, 1.8, 1.10, 4.9)</td>
<td>PLO 1, 2, 3</td>
<td>Quizzes, Participation, PBS assignment, Final Exam</td>
</tr>
<tr>
<td>CLO 5</td>
<td>Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to. (ELC 1.2, 1.5, 1.7, 2.5, 4.2-4.4, 4.9, 4.11-4.13, 5.1)</td>
<td>PLO 1, 3, 5, 6</td>
<td>Quizzes, Participation, Final Exam</td>
</tr>
<tr>
<td>CLO 6</td>
<td>Plan and execute appropriate shared care arrangements of patients, including recognizing the legal and ethical implications of such arrangements and interactions with other health care providers (ELC 1.2-1.6, 1.8, 4.2-4.4, 4.9, 4.11, 4.13, 5.1, 5.2)</td>
<td>PLO 1, 4, 6</td>
<td>Quizzes, Participation, Final Exam</td>
</tr>
<tr>
<td>CLO 7</td>
<td>Diagnose, treat and/or monitor glaucoma (ELC 1.1, 1.2, 1.6, 1.8, 2.1-2.5, 3.1-3.4, 3.8, 4.1, 4.2, 4.4, 4.9, 4.11, 4.12, 4.13, 5.1, 5.2)</td>
<td>PLO 1-6</td>
<td>Quizzes, Participation, PBS assignment, Final Exam</td>
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<tr>
<td>CLO 8</td>
<td>Provide non-invasive first aid for ocular conditions (ELC 4.12)</td>
<td>PLO 1, 5</td>
<td>Quizzes, Participation, Final Exam</td>
</tr>
<tr>
<td>CLO 9</td>
<td>Recognize the importance of ongoing skill and knowledge development necessary for continued effective and safe ocular therapeutic management (ELC 1.1, 1.2)</td>
<td>PLO 1, 6</td>
<td>Quizzes, Participation, PBS assignment, Final Exam</td>
</tr>
</tbody>
</table>
3. Strategies and approaches to learning

3.1 Learning and teaching activities

To maximize learning effectiveness, a number of strategies are used in the course to encourage critical thinking and deep learning of the topics and issues. Students are assumed to have a level of knowledge and skill commensurate with a 1997 (or later) graduate of the B.Optom course at UNSW, or other equivalent course of study and to have competency in the relevant clinical diagnostic techniques. To achieve an adequate standard of knowledge and skills, students will need to undertake self-learning and to be familiar with the basic concepts described in the course readings and resources available on UNSW Moodle. Some of the self-learning and case discussion tasks require critical review, analysis and evaluation of the relevant scientific and clinical literature and consistent reading and reflection during the course.

3.2 Expectations of students

<table>
<thead>
<tr>
<th>Expectations of Students</th>
<th>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.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The compulsory course components, and the justification for their compulsory nature, are as follows:</td>
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<tr>
<td></td>
<td>• 80% of the webinars as they serve to reinforce the module material</td>
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<tr>
<td></td>
<td>• The final examination to evaluate progress and understanding of the course material</td>
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<tr>
<td></td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>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.</td>
</tr>
<tr>
<td></td>
<td>For more information or if you are having connection or access problems, see:</td>
</tr>
<tr>
<td></td>
<td><strong>IT Service Centre</strong></td>
</tr>
<tr>
<td></td>
<td><strong><a href="http://www.it.unsw.edu.au/">www.it.unsw.edu.au/</a></strong></td>
</tr>
<tr>
<td></td>
<td><strong>Telephone:</strong> 02 9385 1333</td>
</tr>
<tr>
<td></td>
<td><strong>Email:</strong> <a href="mailto:itservicecentre@unsw.edu.au">itservicecentre@unsw.edu.au</a></td>
</tr>
</tbody>
</table>
# 4. Course schedule and structure

All times are relative to Sydney, NSW (AEDT or AEST). All webinars start at 8PM Sydney time unless otherwise stated.

## Term 2 and Term 3

<table>
<thead>
<tr>
<th>Week</th>
<th>Lectures (day), Topics &amp; Lecturers</th>
<th>Webinar (day) Topic &amp; Lecturers</th>
<th>Assignment and Submission dates (see also 'Assessment Tasks &amp; Feedback')</th>
</tr>
</thead>
<tbody>
<tr>
<td>9th Jun – 21 Jun 2020</td>
<td><strong>Professor Mark Willcox</strong>&lt;br&gt;Basic and Ocular Microbiology&lt;br&gt;Pathogenesis of Microorganisms&lt;br&gt;Disinfection and Prevention of Spread of Disease&lt;br&gt;<strong>Dr Alex Hui</strong>&lt;br&gt;Basics of Inflammation&lt;br&gt;Basics of Immunology</td>
<td><strong>Webinar 1:</strong> Introduction: Wednesday 10&lt;sup&gt;th&lt;/sup&gt; June 2020&lt;br&gt;<strong>Dr Alex Hui</strong>&lt;br&gt;Note Wednesday&lt;br&gt;<strong>Webinar 2:</strong> Microbiology, Inflammation and Immunology: Tuesday 30&lt;sup&gt;th&lt;/sup&gt; June 2020&lt;br&gt;<strong>Prof Mark Willcox and Dr Alex Hui</strong>&lt;br&gt;Note Tuesday</td>
<td>Online Quiz 1: Microbiology, Inflammation, Immunology Due 1159PM 28&lt;sup&gt;th&lt;/sup&gt; June 2020</td>
</tr>
<tr>
<td>22nd Jun – 5th Jul 2020</td>
<td><strong>Professor Thomas Millar</strong>&lt;br&gt;Basics of Biochemistry&lt;br&gt;Respiratory Pharmacology&lt;br&gt;Cardiovascular Pharmacology</td>
<td><strong>Webinar 3:</strong> Biochemistry: Monday 6&lt;sup&gt;th&lt;/sup&gt; July 2020&lt;br&gt;<strong>Prof Thomas Millar and Dr Alex Hui</strong></td>
<td>Quiz 2 – Answers sent directly to Prof Millar’s email before 1159PM 5&lt;sup&gt;th&lt;/sup&gt; July 2020</td>
</tr>
<tr>
<td>6&lt;sup&gt;th&lt;/sup&gt; Jul – 19&lt;sup&gt;th&lt;/sup&gt; Jul 2020</td>
<td><strong>Dr Alex Hui</strong>&lt;br&gt;Quality Use of Medicines&lt;br&gt;Toxicology and Medicine Safety&lt;br&gt;Pharmacokinetics&lt;br&gt;Absorption, Distribution, Metabolism, Excretion&lt;br&gt;Pharmacodynamics&lt;br&gt;Ocular Formulations&lt;br&gt;Introduction to Major Drug Classes</td>
<td><strong>Webinar 4:</strong> Pharmacology: Monday 20&lt;sup&gt;th&lt;/sup&gt; July 2020&lt;br&gt;<strong>Dr Alex Hui</strong></td>
<td>Online Quiz 3: Pharmacology Due 1159PM 19&lt;sup&gt;th&lt;/sup&gt; July 2020</td>
</tr>
<tr>
<td>20&lt;sup&gt;th&lt;/sup&gt; Jul – 2&lt;sup&gt;nd&lt;/sup&gt; Aug 2020</td>
<td><strong>Ms Jane Duffy</strong>&lt;br&gt;Legislation (Australia)&lt;br&gt;<strong>Dr Andrew Collins</strong>&lt;br&gt;Legislation (New Zealand)&lt;br&gt;<strong>Dr Jack Phu</strong>&lt;br&gt;The Pharmaceutical Benefits Scheme&lt;br&gt;<strong>Dr Alex Hui</strong>&lt;br&gt;Prescribing for Special Populations&lt;br&gt;ADR Reporting and Poisons Schedules&lt;br&gt;Prescription Writing</td>
<td><strong>Webinar 5:</strong> Legislation, PBS and Rx Writing, Special Populations: Tuesday 4&lt;sup&gt;th&lt;/sup&gt; August 2020&lt;br&gt;<strong>Ms Jane Duffy and Dr Alex Hui</strong>&lt;br&gt;Note Tuesday</td>
<td>Online Quiz 4: PBS and Legislation Due 1159 2&lt;sup&gt;nd&lt;/sup&gt; August 2020&lt;br&gt;PBS Assignment Released: 20&lt;sup&gt;th&lt;/sup&gt; July 2020&lt;br&gt;PBS Assignment Due: 1159PM 10&lt;sup&gt;th&lt;/sup&gt; August 2020 via Moodle</td>
</tr>
<tr>
<td>Week</td>
<td>Lectures (day), Topics &amp; Lecturers</td>
<td>Webinar (day) Topic &amp; Lecturers</td>
<td>Assignment and Submission dates (see also 'Assessment Tasks &amp; Feedback')</td>
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</tbody>
</table>
| 3rd Aug – 16th Aug 2020  | Dr Alex Hui  
Anti-infective Drugs  
Therapeutic Management of Bacterial Conjunctivitis  
**Prof Fiona Stapleton**  
Therapeutic Management of Corneal Ocular Infections (Contact Lens and Non-Contact Lens Related)  
Dr Isabelle Jalbert  
Therapeutic Management of Ocular Infections (Viruses) | Webinar 6: Ocular Infection  
Monday 17th August 2020  
Prof Fiona Stapleton and Dr Alex Hui | Online Exercise 1: Ocular Infection Due 1159 16th August 2020 |
| 17th Aug – 30th Aug 2020 | Dr Alex Hui  
Anti-inflammatory Drugs  
Therapeutic Management of scleritis, episcleritis, and lid inflammation  
Dr Isabelle Jalbert  
Therapeutic Management of Ocular Inflammation | Webinar 7: Ocular Inflammation  
Monday 31st August 2020  
A/Prof Isabelle Jalbert and Dr Alex Hui | Online Exercise 2: Ocular Inflammation Due 1159PM 30th August 2020 |
| 31st Aug to 13th Sept 2020 | Dr Alex Hui  
Autonomic Nervous System Drugs  
Autonomic Nervous System Drug Applications  
Therapeutic Management of Uveitis | Webinar 8: ANS and Uveitis  
Monday 14th September 2020  
Dr Alex Hui | Online Exercise 3: Uveitis Due 1159PM 13th September 2020 |
| 14th Sept – 27th Sept 2020 | Dr Alex Hui  
Anti-Allergy Drugs  
Therapeutic Management of orbital and lacrimal system disorders  
Ms Lily Ho  
Therapeutic Management of Ocular Allergy  
Therapeutic Management of Ocular Emergencies | Webinar 9: Ocular Allergy and Emergencies  
Monday 28th September 2020  
Ms Lily Ho and Dr Alex Hui | Online Exercise 4: Ocular Allergy and Emergencies Due 1159PM 27th September 2020 |
| 27th Sept – 11th Oct 2020  | Dr Maria Markoulli  
Therapeutic Management of Meibomian Gland Disease and Dry Eye  
Dr Colin Chan  
Surgical-therapeutic Co-Management  
Referral Process and Co-Management | Webinar 10: Dry Eye, Surgical Co-Management and Referral  
Monday 12th October 2020  
Dr Maria Markoulli and Dr Alex Hui | Online Exercise 5: Dry Eye and Co-Management Due 1159PM 11th October 2020 |
<table>
<thead>
<tr>
<th>Week</th>
<th>Lectures (day), Topics &amp; Lecturers</th>
<th>Webinar (day) Topic &amp; Lecturers</th>
<th>Assignment and Submission dates (see also 'Assessment Tasks &amp; Feedback')</th>
</tr>
</thead>
</table>
| 12th Oct – 25th Oct 2020 | **Prof Murray Fingeret**  
Glaucoma Foundations  
What is glaucoma, risk factors, IOP  
Gonioscopy and Optic Nerve  
Visual Fields  
**Webinar 11: Glaucoma Cases:** Monday 2nd November 2020  
**Prof Murray Fingeret and Dr Alex Hui**  | Online Exercise 6: Glaucoma Foundations Due 1159PM 1st November 2020 |
| 26th Oct – 8th Nov 2020 | **Prof Murray Fingeret**  
When to start therapy  
Medical Therapy  
Surgical Therapy  
When to advance therapy and management  
**Webinar 12: Glaucoma Management**  
Monday 16th November 2020  
**Dr Jack Phu and Dr Alex Hui**  | Online Exercise 7: Management of Glaucoma Due 1159PM 15th November 2020 |
| 9th Nov – 22nd Nov 2020 | **Prof Murray Fingeret**  
Secondary Glaucomas  
Angle Closure Glaucoma  
Low Tension Glaucoma  
**Prof Michael Kalloniatis**  
Australian Glaucoma Guidelines  
Optic Neuropathies  
**Webinar 13: Review**  
Monday 23rd November 2020  
**Dr Alex Hui**  | |
| Clinical Skills and Final Exam | **Dr Alex Hui**  
Foreign Body Removal  
Sphygmomanometry  
**Ms Lily Ho**  
Lacrimal Dilation and Irrigation  
Scleral Indentation  
**Dr Maria Markoulli**  
Meibomian Gland Expression  
Gonioscopy  
**Final Written Exam: Multiple Choice and Short Answers. Date TBA**  | |
5. Assessment

5.1 Assessment tasks

<table>
<thead>
<tr>
<th>Task</th>
<th>Length</th>
<th>Weight</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Webinar Quizzes and Online Exercises</td>
<td>Varies</td>
<td>25%</td>
<td>See Schedule</td>
</tr>
<tr>
<td>PBS Assignment</td>
<td>N/A</td>
<td>5%</td>
<td>See Schedule</td>
</tr>
<tr>
<td>Webinars</td>
<td>N/A</td>
<td>10%</td>
<td>N/A</td>
</tr>
<tr>
<td>Final Written Examination:</td>
<td>2-3 hours</td>
<td>60%</td>
<td>Date TBA</td>
</tr>
</tbody>
</table>

A grade of 50% or greater on the final written exam is required to pass the course.

An overall course grade of 65% or greater is required to proceed to OPTM7117: Ocular Therapy 2

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).

10 Approaches to assessment: https://teaching.unsw.edu.au/assessment

Further information

UNSW grading system: student.unsw.edu.au/grades

UNSW assessment policy: student.unsw.edu.au/assessment
## 5.2 Assessment criteria and standards

<table>
<thead>
<tr>
<th>Task</th>
<th>Assessment Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Webinar Quizzes and Online Exercises</td>
<td>Preparation for Each Webinar, accurate responses</td>
</tr>
<tr>
<td>PBS and Prescription Writing Assignment</td>
<td>Demonstrate ability to correctly utilize the Pharmaceutical Benefits Scheme and write prescriptions</td>
</tr>
<tr>
<td>Webinar</td>
<td>Answers in discussion board questions</td>
</tr>
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<td>Submission of questions prior to webinars</td>
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<td></td>
<td>Discussion questions during webinars</td>
</tr>
<tr>
<td>Final Written Examination</td>
<td>Pass on the final exam is set at 50%. To pass the course the final examination must be passed. Students who fail the exam will be given a maximum course grade of UF</td>
</tr>
</tbody>
</table>
### 5.3 Submission of assessment tasks

| Assignment Submissions | Assignments should be submitted via Moodle (electronic submission).
This includes completed laboratory reports and logs which should be scanned/photographed and submitted via Moodle.

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.

Marked assignments can be collected from the:
- School Enquiry office during counter opening hours.
  You must show a valid student card to do this.

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: [https://www.optometry.unsw.edu.au/study/undergraduate-degrees/important-information-and-policies](https://www.optometry.unsw.edu.au/study/undergraduate-degrees/important-information-and-policies)

| Assessment Procedures | SCHOOL OF OPTOMETRY AND VISION SCIENCE, UNSW
SUPPLEMENTARY EXAMINATION INFORMATION, 2020

**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. UNSW operates under a Fit to Sit/Submit rule for all assessments. If a student wishes to submit an application for special consideration for an exam or assessment, the application must be submitted prior to the start of the exam or before an assessment is submitted. If a student sits the exam/ submits an assignment, they are declaring themselves well enough to do so. 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 and attach student’s supporting documentation (such as a medical certificate).

**CHRONIC ISSUES AND PRE-EXISTING CONDITIONS**
If you have chronic issues and pre-existing conditions, we recommend you apply for Educational adjustments for disability support through Disability Services.

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). You must also submit a Request for Special Consideration application as detailed on the UNSW website: [https://student.unsw.edu.au/special-consideration](https://student.unsw.edu.au/special-consideration)

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**
This information will be available on the School web site at [https://www.optometry.unsw.edu.au/](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 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 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.

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**School of Optometry and Vision Science, UNSW, 15 November 2019**
5.4. Feedback on assessment

<table>
<thead>
<tr>
<th>Task</th>
<th>Feedback</th>
<th>WHO</th>
<th>WHEN</th>
<th>HOW</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pre-Webinar Quizzes and Online Exercises</td>
<td></td>
<td>Webinar Instructors</td>
<td>During Webinar</td>
<td>Online via Webinar</td>
</tr>
<tr>
<td>PBS Assignment</td>
<td></td>
<td>Alex Hui</td>
<td>Within 1 month after submission</td>
<td>Moodle</td>
</tr>
<tr>
<td>Webinar</td>
<td></td>
<td>Alex Hui</td>
<td>End of Course</td>
<td>Final Awarded grade via myUNSW</td>
</tr>
<tr>
<td>Final Written Examination</td>
<td></td>
<td>UNSW</td>
<td>End of Course</td>
<td>Final Awarded grade via myUNSW</td>
</tr>
</tbody>
</table>
6. Academic integrity, referencing and plagiarism

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

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. 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, and
- The ELISE training site 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.

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7. Readings and resources

*Required, highly recommended in **BOLD**

- **MIMS Annual. 2016. UBM Medical Australia (or eMIMS) (Available online through UNSW library)**
8. Administrative matters

**Required Equipment, Training and Enabling Skills**

<table>
<thead>
<tr>
<th>Equipment Required</th>
<th>Access to a computer with a high speed internet connection is required. A microphone and webcam are optional but would be extremely helpful.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enabling Skills Training Required to Complete this Course</td>
<td>Completion of the ELISE tutorials through the link below will familiarise students with skills required to complete this course. This includes information on UNSW services, accessing library resources, study skills, academic writing and referencing. <a href="http://subjectguides.library.unsw.edu.au/elise">http://subjectguides.library.unsw.edu.au/elise</a> ELISE Plus is targeted towards information literacy with instruction on searching for publications and self-directed learning. <a href="http://subjectguides.library.unsw.edu.au/eliseplus">http://subjectguides.library.unsw.edu.au/eliseplus</a> It is a requirement that assignments are appropriately referenced using a recognised referencing system. Students may download the bibliographic software EndNote from the UNSW library. Students may use the bibliographic software of their choosing however UNSW will only provide assistance for software they have provided. UNSW library staff are also available to provide any additional assistance students may require with EndNote.</td>
</tr>
</tbody>
</table>

**Work Health and Safety**

Information on relevant Occupational Health and Safety policies and expectations both at UNSW and if there are any school specific requirements.

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: [https://www.optometry.unsw.edu.au/about/information-and-policies/work-health-and-safety](https://www.optometry.unsw.edu.au/about/information-and-policies/work-health-and-safety)

**Equity and Diversity**

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 Equitable Learning Services (formerly Disability Support Services) at 9385 4734 or [https://student.unsw.edu.au/els](https://student.unsw.edu.au/els)

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.

**Student Complaint Procedure**

<table>
<thead>
<tr>
<th>School Contact</th>
<th>Faculty Contact</th>
<th>University Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr Alex Hui</td>
<td>A/Prof Alison Beavis</td>
<td>Student Conduct and Integrity Unit</td>
</tr>
<tr>
<td><a href="mailto:alex.hui@unsw.edu.au">alex.hui@unsw.edu.au</a></td>
<td><a href="mailto:a.beavis@unsw.edu.au">a.beavis@unsw.edu.au</a></td>
<td></td>
</tr>
</tbody>
</table>
### University Counselling and Psychological Services

<table>
<thead>
<tr>
<th>Information on Counselling and Psychological Services [CAPS] is available at:</th>
<th><a href="https://www.counselling.unsw.edu.au/">https://www.counselling.unsw.edu.au/</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tel: 9385 5418</td>
<td></td>
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</tbody>
</table>

3. UNSW OHS Home page

4. Student Complaint Procedure

5. University Counselling and Psychological Services

### 9. Additional support for students

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