



UNSW
SYDNEY

FACULTY OF SCIENCE
SCHOOL OF OPTOMETRY AND VISION SCIENCE

OPTM8511

CLINICAL PAEDIATRICS, LOW VISION AND COLOUR
VISION

TERM 1, 2019*

*note clinical placements for this course run throughout 2019

Table of Contents

1. Information about the Course	3
2. Staff Involved in the Course.....	4
3. Course Details	5
4. Rationale and Strategies Underpinning the Course	8
5. Course Schedule	8
6. Assessment Tasks and Feedback.....	9
7. Additional Resources and Support	17
8. Required Equipment, Training and Enabling Skills	17
9. Course Evaluation and Development	18
10. Administration Matters	19
11. UNSW Academic Honesty and Plagiarism	21

Faculty of Science - Course Outline

1. Information about the Course

NB: Some of this information is available on the [UNSW Handbook](#)¹

Year of Delivery	2019
Course Code	OPTM8511
Course Name	Clinical Paediatrics, Low Vision and Colour Vision
Academic Unit	School of Optometry and Vision Science
Level of Course	Master of Clinical Optometry, Stage 2
Units of Credit	6UOC
Session(s) Offered	Term 1 * (*note clinical placements for this course run throughout 2019)
Assumed Knowledge, Prerequisites or Co-requisites	<p><i>Prerequisites:</i> OPTM6422 - Clinical Optometry 4B (PG)</p> <p>Recency of clinical experience is a critical pre-requisite for enrolment in this course. Prior to enrolling in the course, students who have not studied Clinical Optometry in the preceding year will be required to demonstrate a sufficient level of clinical skills, similar to those expected of other students enrolling in the course. Just as the Optometry Board of Australia (OBA) requires Optometrists to maintain their clinical skills to register as a clinical Optometrist, we require students to maintain their clinical skills to a suitable prerequisite level for enrolment.</p>
Hours per Week	Will vary each week according to rostered clinical rotations and placements
Number of Weeks	Approximately 10 weeks rostered throughout 2019.
Commencement Date	Clinical rotations commence 14 January 2019.

Summary of Course Structure (for details see 'Course Schedule')

Component	Hours	Time	Day	Location
Paediatrics (P)	36	See Moodle for roster		UNSW Optometry Clinic
Low Vision (LV)	26	See Moodle for roster UNSW Optometry Clinic (internal clinic roster) Guide Dogs, Chatswood (external clinic roster) Vision Australia (external clinic roster)		Guide Dogs, Chatswood UNSW Optometry Clinic Vision Australia
Colour Vision	(12+2) 14	See Moodle for roster		UNSW Optometry Clinic
Clinical Elective Placement	8	Scheduled in conjunction with placement host		External practice placement
TOTAL	84			

Special Details	<p>Clinic rosters and specific details of clinic locations will be available on Moodle.</p> <p><u>All scheduled classes, tutorials, clinics and placements are compulsory and student attendance will be monitored and recorded.</u></p> <p>No swapping of clinics is permitted without prior approval from the Course Convenor and/or Strand Convenor. Any requests must be copied to the Course Convener by email.</p> <p>Punctuality is expected. Lateness to classes, tutorials and clinics may be recorded as an absence. In cases of lateness or absence, students must follow the procedures outlined in the <i>UNSW Optometry Clinic Manual 2019</i>. A copy of the manual is available on Moodle.</p> <p>Any absences due to illness <u>must</u> be supported by a Medical Certificate, a copy of which is to be submitted to the Course Convenor. In cases of prolonged absence due to illness or misadventure, the Clinic Director will advise if it is appropriate to submit an application for Special Consideration.</p> <p>Students are expected to wear the UNSW Optometry Clinic uniform to all internal and external clinics and placements, including their own name badge, and ensure that they have the appropriate diagnostic equipment available for use</p>
-----------------	--

¹ UNSW Online Handbook: <http://www.handbook.unsw.edu.au>

2. Staff Involved in the Course

Staff	Role	Name	Contact Details	Consultation Times
Course Convenor		Dr Sharon Oberstein	UNSW Optometry Clinic Rupert Myers Building (North Wing) 9385 5289 s.oberstein@unsw.edu.au	Contactable during rostered clinics and tutorials or email for an appointment
Additional Teaching Staff	Clinic Director	Kathleen Watt	9385 4359 kathleen.watt@unsw.edu.au	Contact by email for an appointment
	Strand Co-ordinator: Paediatrics	Dr Patricia Arthur	9385 4624 p.arthur@unsw.edu.au	Contactable during rostered clinics and tutorials or email for an appointment
	Strand Co-ordinator: Low Vision, Clinical Elective Placement	Dr Sharon Oberstein	9385 5289 s.oberstein@unsw.edu.au	Contactable during rostered clinics and tutorials or email for an appointment
	Strand Co-ordinator: Colour Vision	Vanessa Honson	9385 7530 v.honson@unsw.edu.au	Contactable during rostered clinics and tutorials or email for an appointment
	Clinical Supervisors	Various supervising optometrists	C/- UNSW Optometry Clinic 9385 4624	Contactable during rostered clinics
Other Support Staff	UNSW Optometry Clinic Optical Dispensing Instructor	Dubravka (Debbie) Huber	9385 4356 d.huber@unsw.edu.au	Contactable during rostered clinics or email for an appointment
	UNSW Optometry Clinic Receptionists	Jasmine Larden Alyssa Collet	9385 4624 9385 4627 optom.clinic@unsw.edu.au	Contactable during rostered clinics or email for an appointment

3. Course Details

Course Description² (Handbook Entry)	Objectives: Further development of the clinical skills needed to competently examine patients in optometric practice and recommend appropriate treatment and strategies for patients presenting for eyecare. Brief Curriculum: This course comprises supervised clinical placements in the following advanced areas of Optometry practice: paediatrics, vision training, low vision and colour vision. Students may be required to attend compulsory clinical placements during the mid-year recess.	
Course Aims³	To develop the core technical, communication, and clinical decision-making skills required of a clinical optometrist through paediatric, low vision and colour vision clinical consultations and design and deliver vision training performed under the supervision of clinical optometrists. The key role of this course is to ensure that students will meet the core competency standards required for qualification as an optometrist in Australia and New Zealand. These competencies are set out by the Optometry Council of Australian and New Zealand (OCANZ), and can be found at http://www.ncbi.nlm.nih.gov/pubmed/25545949 in Candidate Guide Appendix A. By the end of the year students will be required to meet (and hopefully exceed) the core clinical competencies necessary to qualify for registration as an optometrist.	
Student Learning Outcomes⁴	On completion of the course, students will show competence in the following areas (refer to Keily Pm, Slater J Optometry Australia Entry-level Competency (ELC) Standards for Optometry 2014. Clin Exp Optom 2015; 98:65-89) <ol style="list-style-type: none"> 1. Effectively communicate with their patients, colleagues and other health and eye care practitioners (ELC 2.1,2.3,2.4,2.5) 2. Ability to competently develop an examination plan for paediatric, low vision and colour vision (ELC 3.1, 3.3, 3.5, 3.6,3.8) 3. Ability to establish a diagnosis and formulate an appropriate action plan (ELC 4.1,4.2,4.4, 4.13, 4.14) 4. Accurately record relevant health information and maintain patient privacy (ELC 5.1, 5.2) 5. Be competent in prescribing spectacles, contact lenses, low vision devices and vision therapy (ELC 4.5, 4.6, 4.7 4.8 4.10, 4.11, 4.12, 4.13) 6. Develops the ability to work in a team 7. Develops skills for self-reflection and life-long learning 	
Graduate Attributes Developed in this Course⁵		
Science Graduate Attributes⁵	Select the level of FOCUS <i>0 = NO FOCUS</i> <i>1 = MINIMAL</i> <i>2 = MINOR</i> <i>3 = MAJOR</i>	Activities / Assessment
Research, inquiry and analytical thinking abilities	3	During previous years, much of the clinic time was spent building the procedural skills necessary to accurately and efficiently execute the full suite of clinical tests required of an optometrist. In the final year of your degree program we will have a stronger expectation that you will think analytically

² UNSW Handbook: <http://www.handbook.unsw.edu.au>

³ [Learning and Teaching Unit: Course Outlines](#)

⁴ [Learning and Teaching Unit: Learning Outcomes](#)

⁵ Contextualised Science Graduate Attributes: <https://www.science.unsw.edu.au/our-faculty/science-graduate-attributes>

		<p>about the planning of your tests and about the integration of your clinical findings.</p> <p>This will require you to become more inquiry based within your clinical examination procedure: you should already have a testing procedure which is adaptable as you judiciously select the most appropriate clinical tests to examine theories for possible diagnoses. The clinics in this course will require you to adapt your procedures according to the very different patients that you will encounter across the different clinics. This requires students to 'think on their feet' and can present quite a challenge. When you come across new signs, symptoms, conditions, and/or treatment regimens as a part of your clinical examinations, it is expected that you will perform further research in your own time to better understand these findings. This will be critically important in specialty clinics as you will encounter a new and broad range of clinical cases.</p>
Capability and motivation for intellectual development	3	<p>The basic premise of any university course should be to enhance intellectual development, and it is no different for Clinical Paediatrics, Low Vision and Colour Vision. The primary areas where it is expected that you will enhance your intellectual capacities will be in the fields of communication skills; in your ability to judiciously investigate clinical signs and symptoms; in enhancing your ability to 'think on your feet' when faced with time pressures and being required to adapt your clinical examination; to integrate your clinical findings to evaluate the next step in an investigative process; to build your knowledge of the relevance of clinical findings; and in the development of most appropriate management and treatment approaches for your patient. Much of this intellectual development will emerge as a result of the interaction you have with your clinical supervisors – each of these people are motivated and keen to help you in your learning process; however it will be your responsibility to ask questions and to observe their professionalism to get the most out of your clinical experience.</p>
Ethical, social and professional understanding	3	<p>Each of these attributes form an integral part of being a capable and suitable member of a medical profession. It is expected that you will build on your understanding of ethical issues, particularly in dealing with your patient's right to privacy; in setting boundaries for patient-practitioner relationships; in knowing how far to investigate personal issues; and in dealing with private medical records. A critical element of this course will be your ability to effectively empathize with your patient.</p> <p>A critical issue when dealing with patients is to build your social skills and your understanding for how to relate and demonstrate a shared understanding with your patient. This will encompass a wide range of issues including building conversational skills and working relationships with both your patient and with the wider clinical team. From a professional standpoint, this will require building functional relationships with other practitioners, GP's, medical specialists, support staff, and dispensers. It will also require you to consider how your physical appearance impacts on how you are perceived by your patients and by the wider community.</p>
Communication	3	<p>Outstanding communication skills are a critical attribute of any Optometrist. Your communication skills will be a key factor in your ability to effectively achieve meaningful clinical results; they will be critical in helping your patient understand what your findings mean, and what the implications are; and will allow you to get the best results out of the management plan for your patient. Throughout this course you should observe and learn from the communication skills of your supervisors – watch carefully how they interact with and explain complex concepts to your patient. Within the wider context of how a practice would run, you will also build on your ability to communicate with members of a wider team. This includes building working relationships with the support staff, your supervisor, dispensers, and with other student practitioners.</p> <p>Throughout this course you will build on a number of other aspects of communication to enhance your skills as a clinician. Your interaction with your clinical supervisor will assist in the development of your verbal communication skills, and provide you with regular practice in case presentations, a critical communication tool used by all healthcare professionals for disseminating patient information. You will enhance your written communication skills by writing report and referral letters for your patients – it is important for you to seek feedback from your supervisors on how these letters are best written. You will write up and submit a case study in this course; this will require you to consider the most pertinent points in communicating a case to peers, and to justify the actions you took in the clinical setting.</p>

Teamwork, collaborative and management skills	3	<p>Teamwork is an important and often underrated aspect of clinical practice. As a clinical Optometrist, you may have an important role to play as a leader of the wider practice team. To ensure the best possible outcomes in the treatment and management of your patients, you may need to coordinate and manage/oversee the actions of optical dispensers and support staff. This coordination will require you to develop collaborative skills not only within your practice, but also with other professions including Optometrists, Ophthalmologists, GP's, and other medical and healthcare professionals. Access to therapeutic drugs means that these skills will be critical to effectively co-manage treatment outcomes for your patients.</p>
Information literacy	3	<p>As a clinician you will be faced with an ever-increasing body of information – including material on optical products, diagnostic and therapeutic pharmaceutical agents, instrumentation, medical & health conditions, new methods of diagnosis and management. You will be required to keep up to date with this information to ensure you are providing current evidence-based services for your patients. It is expected that the information literacy skills you have already learned in the optometry program will be built on throughout this course, particularly following consultations where you have encountered unfamiliar conditions, medications, and products. The effective preparation and presentation of case studies across a variety of different assignments in this particular course will call on the sound information literacy skills you have developed throughout your undergraduate studies.</p>
Other attributes	3	<p>An appreciation of, and respect for, diversity and the development of cultural competence. A major challenge as you build your clinical experience will be for you to develop an appreciation for how best to interact with the wide variety of different people you will encounter as a clinician. In each clinical strand, you will be exposed to patients across a wide spectrum of ages and from a wide variety of ethnic and cultural backgrounds. You will need to develop your ability to understand, communicate with and effectively interact with people across cultures and adapt your clinical procedures and management to allow for these differences.</p>
Professional accreditation attributes	3	<p>This course, in conjunction with the other Stage 2 Master of Clinical Optometry courses, plays a critical role in developing your skills to ensure that you meet the competency standards to become accredited as a practicing Optometrist. OCANZ sets out a very thorough list of competencies which graduates are required to meet. A copy of these standards can be found on Moodle.</p>

Major Topics (Syllabus Outline)	<p>This course consists of four strands.</p> <ol style="list-style-type: none"> 1. Paediatrics 2. Low Vision 3. Colour Vision 4. Clinical Elective Placement <p>Each of these components is based on a strong clinical foundation – you will spend time in various advanced areas of clinical practice to enhance your practical learning of these components. The rationale, learning outcomes, components of the course, and modes of assessment for each of these components are all found within this course outline in Section 6.</p>
Relationship to Other Courses within the Program	<p>This course draws on the knowledge and skills you have developed across each and every one of the courses you have studied to date.</p> <p>At times it will be difficult to delineate the differences between this course and those for Clinical Contact Lenses, Clinical Optometry and Clinical Ocular Therapeutics. These courses run concurrently, may share common placements (eg ACO), and are intimately related to address the different competencies all students must meet by the conclusion of the Master of Clinical Optometry program.</p>

4. Rationale and Strategies Underpinning the Course

<p>Teaching Strategies</p>	<p>Students will experience a variety of different clinical settings in which they learn to become proficient clinicians:</p> <p><u>Clinical Experience – learning by doing:</u> This is your opportunity to put your learning into practice. You will be performing clinical examinations which will draw on everything you have learned throughout your optometry program. Your actions and outcomes will be observed and supervised by a wide variety of experienced clinicians.</p> <p><u>Clinical Observation – learning by watching:</u> You will observe experienced practitioners, who will provide a role model for professional patient care. This provides you with an opportunity to learn how these clinicians perform their tests, how they interact with patients, and how they manage the problems of their patients. This will be a particularly critical element of this course as you will be observing proficient optometrists who will be performing tests and consultations which utilize years of experience.</p> <p><u>Clinical Tutorials – learning by discussion:</u> Tutorials provide an excellent means of learning from the experiences of your supervisors and fellow students. These discussions allow you to learn how other students dealt with different clinical presentations and will ensure that you are able to report your own case presentations to your peers.</p>
<p>Rationale for learning and teaching in this course^{6,7}</p>	<p><u>Clinical Learning through Clinical Placements:</u> The majority of your clinical learning throughout this course will take place as practical experience by examining patients while under clinical supervision. This is required to provide you with the experience necessary to meet the competencies to graduate as a clinical Optometrist. Learning and teaching which takes place under direct clinical supervision is not necessarily a traditional means of university learning. You will be supervised by different supervisors who will have different clinical interests, and who will have different expectations of students. Students are encouraged to embrace this variety in clinical experience. If you were to have the same supervisor throughout your whole clinical experience, it is likely that you would graduate as a somewhat limited practitioner who has not been exposed to a wide variety of clinical experiences. Exposure to different supervisors requires students to adapt and learn from different practitioners – ultimately this will produce a better student practitioner. It is expected that the different expectations of supervisors will even out across the year.</p> <p>Learning in a clinical setting requires students to receive honest and constructive feedback from their supervisors. Students will have exposure to a wide variety of experienced, skillful, and professional clinicians. These supervisors will provide verbal and/or written feedback wherever possible; however, it is also <u>your responsibility</u> to ask questions, to observe, and to learn from your supervisors. They are a resource to you, and you must communicate with them to get the best out of your clinical experience.</p> <p>The assessment tasks are designed to evaluate the student's clinical skills, diagnostic skills, and the formulation of a suitable management plan for the patients they examine, benchmarking these against the competencies required by OCANZ for registration as an Optometrist. Oral case presentations and written case reports evaluate the student's ability to successfully communicate patient information to their peers and to other involved professionals and provide opportunities for self-directed enquiry. Reflective journals and patient logs provide a portfolio of the student's work, and the opportunity for the student to record and reflect on their clinical experiences and the feedback given to them by their clinical supervisors. Group work provides opportunities to develop collaborative team work skills</p>

5. Course Schedule

Some of this information is available on the [Online Handbook⁷](#) and the [UNSW Timetable⁸](#).

All students will participate in a range of internal and external clinical placements. Students will be allocated into groups, and rosters for the clinic rotations will be available on Moodle. The *Clinic Planner* available on Moodle outlines the scheduling of these clinical rotations throughout the year.

⁶[Reflecting on your teaching](#)

⁷ UNSW Virtual Handbook: <http://www.handbook.unsw.edu.au>

⁸ UNSW Timetable: <http://www.timetable.unsw.edu.au/>

6. Assessment Tasks and Feedback¹⁰

Assessment Title	Assessment Description and feedback process	Weight (%)	% Weight by strand
1. Clinical Skills Assessment*	Assessment with be ongoing throughout clinical rotations. Feedback will be given during and following clinical sessions by the Clinical Supervisors	70%	Paediatrics 28% Low Vision 28% Colour Vision 14%
2. Written Case Reports	Students will be required to complete case reports on patients seen in during their clinical rotations. The written reports should demonstrate knowledge in paediatrics, low vision and colour vision and the ability to critically appraise scientific literature. Written reports will be in a variety of formats. Feedback will be given following the examination period.	20%	Paediatrics 8% Low Vision 8% Colour Vision 4%
3. Reflective Journals	Students will be required to complete a reflective journal that reflects on their clinical performance, highlighting strengths and weaknesses and developing plans for further improvement	5%	Paediatrics 2% Low Vision 2% Colour Vision 1%
4. Clinical Elective Placement Report	Students will be required to complete a placement report following the elective placement. The report includes discussion about the practice, the practitioner and an example of patient seen while on placement. Feedback will be given following the examination period	5%	Clinical Elective Placement 5%
5. Course Log	Complete the Master of Clinical Optometry patient log/equivalent as used in primary care and submit a copy		
		100%	100%

Requirements to pass this course:

To pass this course, students are required to:

1. Pass each of the strands of this course. Information on these strands and the associated assessment tasks are provided below.
2. Pass the 'Clinical Skills Assessment' component in each paediatrics, low vision and colour vision strand. A pass mark will be a **minimum average mark of 65%** (indicated by * in the tables below) in each strand.
3. Pass the "Written Case Report" assessment tasks in each strand. A pass mark for written assessment tasks is a **minimum of 50%** in each strand.
4. Examine a comparable number of patients to their peers in each of paediatrics, low vision and colour vision clinic. Students will be required to keep a patient log of all patient seen in each strand. All patients should be recorded in the Master of Clinical Optometry patient log/equivalent in order to self-monitor this. This log will need to be submitted by 18 November 2019 Students are accountable to meet their patient quota
5. Late penalties will be applied for late submissions.
6. Complete all tasks.

Where the competency of a student is in doubt, the student may be given the opportunity to conduct further examinations and/or undergo other assessments of the core entry-level competencies required for entry into the Optometry profession during the Supplementary Exam Period.

Failure to demonstrate competency in the clinical skills assessment component and/or written case report will result in an "Unsatisfactory Fail" (UF) grade.

Strand 1: Paediatrics (P)

Strand Coordinator: Dr Patricia Arthur

Rationale

It is estimated that 20-25% of pre-school and school-age children have vision problems. Healthy eyes and vision are a critical part of a child's development, and all children should have regular comprehensive eye examinations as the early diagnosis and treatment of a vision problem will minimise the negative impact these problems may have on the child's development and quality of life.

In previous courses you gained experience in assessing children by participating in vision screening programs at Stewart House and at the UNSW Vision Education Centre (VEC). Vision screenings are intended to help identify those children who have, or may potentially have, a vision problem. They are not specifically diagnostic, nor do they lead to treatment; rather they only indicate a potential need for further care.

In this component of the course you will develop your skills in examining children by performing comprehensive eye examinations which include an assessment of ocular health, visual acuity and refractive status, ocular motor, accommodative and binocular skills, and colour vision. You will have the opportunity to examine, diagnose, and manage paediatric (including infant and pre-school children), intellectually-handicapped or developmentally delayed patients, and will be exposed to a variety of clinical conditions including accommodation-convergence and ocular-motor dysfunctions, amblyopia, strabismus and visually-related learning difficulties.

Vision therapy can be an effective treatment option for ocular-motor and some accommodative and binocular dysfunctions, for strabismus, amblyopia, and developmental visual-information processing delays. Many visual dysfunctions can be treated effectively by prescribing therapeutic lenses and/or prisms (passive vision therapy); some however are more effectively treated with active in-office and home-based vision therapy. During this component of the course you will be introduced to the programming and delivery of optometric vision therapy.

Prior to commencing this clinic rotation, you should revise your Paediatric lecture notes and the examination techniques covered during your Paediatric practical classes in Stage 3, as well as your binocular vision courses in Stages 3 & 4.

Learning Outcomes

At the end of this clinical rotation you should be able to:

- i. Obtain a thorough paediatric case history, including developmental and academic considerations
- ii. Formulate an optometric examination plan with appropriate consideration to the child's age, developmental status, and intellectual ability
- iii. Perform a comprehensive vision and ocular health assessment, selecting tests appropriate to the child's chronological or developmental age
- iv. Interpret the results of your testing and clinical observations in relation to the child's presenting signs and symptoms and formulate a diagnosis which is supported by clinical findings
- v. Determine a management plan which may include the prescription of spectacles or other visual aids, vision therapy, and/or referral for further assessment (e.g., DVIP assessment) or to another appropriate professional, with consideration of evidence-based practice (EBP) principles
- vi. Participate in the programming and delivery of in-office and/or home-based vision therapy for a variety of dysfunctions
- vii. Verbally communicate the results and recommendations to the child's parent (and child where appropriate) and discuss management options
- viii. Communicate the results and recommendations in a written report if required

Component structure

During this clinic, student clinicians will examine children and adults under the direct supervision of qualified and experienced optometrists.

Children under the age of 8 years who present to the UNSW Optometry Clinic are examined in this clinic. Other sources of patients in this clinic may be referrals from school vision screenings, Vision Education Centre (VEC), optometrists in private practice, other health-care professionals, school teachers, school counsellors and special educators.

This clinic also provides services for patients with special needs, as well as children and adults requiring Vision Therapy (VT) for a variety of visual conditions including eye movement control, accommodation and binocular vision dysfunctions, strabismus, amblyopia, developmental and learning-related visual dysfunctions.

In Rotation 1, each student (or group of students) is allocated 45-60 minutes (maximum) to complete a comprehensive clinical examination or vision therapy session with their patient, discuss the results, diagnosis, clinical implications, and patient management issues with the Clinical Supervisor, the patient and with their parents (where appropriate). In Rotation 2, students are expected to complete a routine comprehensive examination within 45 minutes and a review or vision therapy session within 45 minutes. All follow-up consultations are to be completed within 30 minutes.

There may be several clinicians allocated to each patient during a clinic, and each clinician is expected to actively participate in the case preparation, tutorial presentation, and clinical examination. If a late cancellation occurs or if a patient fails to attend their scheduled appointment, the clinician(s) allocated to that patient may be required to assist another clinician or complete other tasks as directed by the Clinic Coordinator or other Clinical Supervisors.

Paediatrics Strand Assessment

Task	Dates of Assessment	Knowledge and abilities assessed	% Course Mark	Feedback		
				WHO	WHEN	HOW
Clinical skills assessment*	Ongoing throughout clinic rotations in Pediatric Clinic	Ability to perform optometric consultations and develop appropriate management plans for children & patients requiring vision therapy, in accordance with entry-level competency standards. Specific assessment criteria will be available on Moodle	28%	Clinical supervisor	Immediate	Verbal
2 x Written case reports with reflection	Each report due 1 week after the end of each rotation Submit on Moodle.	Ability to communicate, reflect and discuss key aspects of your clinical experience including application of EBP principles to patient management. Specific assessment criteria will be available on Moodle	10% (8% case report 2% reflection)	Dr Patricia Arthur	Following marking in examination period.	Grades posted on Moodle

The specific requirements of each assessment task and relevant marking criteria will be available on Moodle.

Strand 2: Low Vision (LV)

Strand Coordinator: Dr Sharon Oberstein

Rationale

The aim of the course is for students to develop an understanding of the low vision patient and their visual disability; and provide a comprehensive low vision rehabilitation service. Students will both observe multidisciplinary low vision clinic models as well as conduct their own low vision examinations under clinical supervision.

Learning Outcomes

On completion of this strand, each student should be able to:

- i. Conduct a low vision case history;
- ii. Record visual acuities (especially those worse than 6/60);
- iii. Conduct a trial frame low vision refraction;
- iv. Calculate the magnification required to achieve a goal acuity;
- v. Prescribe high add spectacles, magnifiers, telescopes, non-visual aids and adaptive technology devices;
- vi. Understand the State and Commonwealth benefits available to patients, and how to complete these forms;
- vii. Write a low vision report or referral letter;
- viii. Refer their patients as required.

It is further expected that each student will be able to transfer the skills learned to the Primary Care Clinics and will be able to advise patients, where required, to understand the use, existence, and even prescription of magnification devices, and to refer their patient as required.

Component structure

The low vision rotation consists of:

1. Internal rotation: two-week internal rotation at the UNSW Optometry Clinic (internal placement roster)
2. External rotation: Guide Dogs NSW/ACT (refer to the external placement roster)
3. Additional clinic: Vision Australia (refer to the external placement roster)

Low Vision Clinics are located at the following centers:

Clinic	Location	Attendance	Assessable
UNSW Low Vision Clinic	UNSW Optometry Clinic Internal Rotation	See Internal Clinic Timetable	Yes
Vision Australia Satellite Clinic	UNSW Optometry Clinic Internal rotation	Part of the UNSW internal clinic and depends on when clinics are rostered	Observation
Guide Dogs – UNSW Low Vision Clinic	Guide Dogs NSW/ACT, Chatswood External rotation	Tuesday 9.00-3.00pm OR Thursday 9.00-3.00pm as per roster on External Placements roster on OPTM 8513/8523 Moodle	Yes
Vision Australia External Clinic	Vision Australia, Enfield Additional clinic	TBC 8.45 – 1.30pm as per roster on External Placements roster on OPTM 8513/8523 Moodle	Observation

Patient Log:

Students must submit a log of all patients examined and/or observed during all their Low Vision placements.

Students are accountable to meet their low vision consultation quota (minimum quota is a low vision patient at each low vision clinic) All patients should be recorded in the Master of Clinical Optometry patient log/equivalent in order to self-monitor this. This log will need to be submitted.

Assessment

Assessment for the Low Vision component of the course is as follows:

Task	Dates of Assessment	Knowledge and abilities assessed	% Course Mark	Feedback		
				WHO	WHEN	HOW
Clinical Skills Assessment*	Ongoing throughout session in Low Vision Clinics	Students will receive a graded mark to assess their clinical competence in each low vision clinic at UNSW and at Guide Dogs.	28%	Clinical supervisors	Immediate	Verbal
Written Case Report (1x case report AND 1x poster)	Submit by 5pm Monday 27 May 2019 or Monday 11 November 2019, depending on the completion of a rotation prior to these dates ^	Students will receive a graded mark on their ability to report, interpret and integrate the clinical low vision assessment with evidence-based practice. Please refer to guidelines on Moodle.	8%	Sharon Oberstein	Following collation of marks	Moodle
Reflective Journal	Must be submitted by 5pm Monday 11 November 2019	Students must complete a reflection from the UNSW, Guide Dogs and Vision Australia placement. See template on Moodle.	2%	Sharon Oberstein	NA	NA

^ At least one report must be submitted by the first due date if you have completed a low vision rotation (either an internal-UNSW or external-Guide Dogs low vision clinic) by 27 May 2019. The second report is due following completion of your second low vision rotation. You are permitted to use two cases from the same rotation for the two case reports and are encouraged to complete and submit both case reports early. The due date in May is to assist with time management, to make sure not all assignments are left for the end of the year. If you have not completed either the internal or external low vision rotation by the end of May, then both your assignments are due on 11 November 2019.

1. Clinical Skills Assessment

Students will receive a graded mark to assess their clinical competence and participation in each Low Vision Clinic at UNSW and Guide Dogs NSW/ACT.

- **Attendance** – student attendance at clinic rotations is compulsory. A roll will be taken at each session. A clinic attendance rate of 100% is required for students to qualify to pass this component of the course. Students who do not attend all clinics will be required to attend low vision clinics outside of session time to compensate for the missed clinics. Students are expected to attend the clinics on time to participate in pre-clinic tutorials (late penalties apply).
- **Absence or illness** – Refer to the Clinic Manual. In addition to reporting illness to the UNSW Optometry Clinic reception and the Clinic director; absence or illness must be reported directly to the Low Vision Strand Coordinator, at s.oberstein@unsw.edu.au and clinics will be rescheduled where reasonable. In addition, on days of external low vision placements it is the student's responsibility to ensure that the information is relayed on to the clinic staff members at Guide Dogs NSW/ACT or Vision Australia.
- **Reports/Referral** – at the end of each clinic, a report to the *referring professional* might be required. A template for the report can be found on the clinic computer at Guide Dogs and in SUNIX at UNSW. A copy of this report **may NOT** be removed from the clinic and **must NOT** be included in the written assignment below, or penalties might apply. The supervising optometrist will supervise the writing of this report.

Clinical performance will be evaluated according to the following criteria:

Component	Criteria for assessment
1. Case History	Ability to identify key areas of case history to address in the consultation
2. Optometric Skills	Includes focimetry, retinoscopy, refraction, ophthalmoscopy
3. Familiarity with low vision aids and low vision services	Familiarity with commercially available low vision aids to assist patients and knowledge of Commonwealth and State benefits and appropriate referrals
4. Record Card and Report	Correct and accurate completion of record card and report writing
5. Practitioner Empathy and professionalism	Compassion and general impression
6. Team work, time and completion	Ability to work with colleagues and in a multidisciplinary team

2. Written Case reports

Each student must submit two (2) case reports: one written case report and one poster presentation of **two (2) separate patients seen in the low vision rotation**

- Each case report must be submitted with the de-identified copy of the record card used in clinic. Failure to attach the de-identified record card will result in **20% penalty to the case report mark**.
- All information identifying the client must be deleted before leaving the clinical environment; this includes Medicare, Veteran Affairs and Pension Card numbers, telephone numbers. Failure to do so will result in a **20% penalty to the case report mark**. Initials, age (rather than date of birth), and the date of the original examination must be used. No other copies of reports from or to referring doctors are permitted to be removed from the consultation, and these should not be attached to the case report.
- The specific requirements of each assessment task and relevant marking criteria will be available on Moodle.
- The poster presentation can be completed in pairs/groups. The written case report must be individual work

Strand 3: Colour Vision (CV)

Strand Coordinator: Vanessa Honson

Rationale

Tests of colour vision are used for a variety of purposes, including screening for congenital and acquired colour vision deficiencies; for the classification of colour vision anomalies; and for assessing how suitable a patient may be to perform colour discrimination tasks in selected occupations.

The objectives for this component are to provide students with an opportunity to examine, diagnose and counsel patients on colour deficiencies presented. Students may experience patients in varying stages of acceptance and will improve their verbal communication skills.

Prior to commencing this clinic rotation, you should revise your colour vision lecture notes and the colour vision test types covered in your practicals. You will need to be familiar with how to conduct each test types, and their pass/fail criteria.

Learning outcomes

At the end of this clinical rotation you should be able to:

- i. Obtain a thorough colour vision case history, considering current and proposed schooling, and vocational considerations;
- ii. Perform clinical and vocational colour vision testing;
- iii. Select the appropriate tests for diagnosing congenital and acquired colour vision deficiencies and for colour-specific task requirements;
- iv. Interpret the diagnostic results of colour vision tests, draw conclusions and compile a report detailing these results;
- v. Explain the effects and consequences of the colour deficiency;
- vi. Increase your familiarity with the vocational requirements for the safe employment of persons with colour vision deficiencies across a variety of different occupations.
- vii. Consider the viewpoints from the perspective of the patient, employer or consulting optometrist and any ethical issues which may arise.

Component structure

The UNSW Colour Vision Clinic provides specialised testing to diagnose the type and severity of congenital and acquired colour vision deficiencies, and to advise on vocational colour vision requirements. Patients may be referred internally from Primary Care or other specialty clinics, by external referrals including optometrists in private practice, occupational health providers, and current and prospective employers. Formal reports are usually written to referring sources.

Students will either work in pairs or be allocated as an active observer for each clinical session. Scheduled clinic sessions are compulsory.

Colour Vision Clinic Preparation

As part of the requirement for entry into Colour Vision Clinic, you will be required to demonstrate your prior knowledge by completing an online quiz.

Colour Vision Strand Assessment

Task	Dates of Assessment	Knowledge and abilities assessed	% Course Mark	Feedback		
				WHO	WHEN	HOW
Clinical Skills Assessment*	Ongoing throughout scheduled Colour Vision Clinics	Assessment criteria will be posted on Moodle	14%	Clinical supervisor	Immediate	Verbal
Written case report	Submit by 5pm Monday 27 May 2019 or Monday 11 November 2019, depending on the completion of your rotation prior to these dates	Assessment criteria will be posted on Moodle	4%	Clinical supervisor	Following marking in examination period	Grades posted on Moodle
Reflective journal	Submit by 5pm Monday 27 May 2019 or Monday 11 November 2019, depending on the completion of your rotation prior to these dates	Assessment criteria will be posted on Moodle	1%	Clinical supervisor	Following marking in examination period	Grades posted on Moodle

The specific requirements of each assessment task and relevant marking criteria will be available on Moodle.

Strand 4: Clinical Elective Placement (CEP)

Strand Coordinator: Dr Sharon Oberstein

Rationale

During rostered internal and external clinical placements, Clinical Paediatrics, Low Vision and Colour Vision and Clinical Contact Lenses provide students with an opportunity to experience a broad range of different areas of clinical practice available to an optometrist. The Clinical Elective Placement allows the student to select an area of particular interest to them so that they can gain additional valuable experience in this area prior to graduation.

Students have the opportunity to attend an optometric practice within Australia to gain experience of a successful model of practice in an aspect of optometry in which they have a particular interest, and where the host optometrist has developed an area of clinical expertise. The aim is to better prepare students to make a well-informed decision upon graduation regarding an area of practice that they would like to pursue.

Component structure

Students will attend an external optometric practice for 1 day (approx 8 hours). This is primarily an observational placement; however, the degree of practical involvement may vary between different placements. Your experience may not be limited to observation of patient care, but may also include exposure to the following:

- i. Practice management - record keeping, waiting room organisation, recall/reminder systems.
- ii. Patient management and communication - in the waiting room, in the consulting room and over the telephone.
- iii. Theoretical and practical aspects of the relevant clinical area and how the practice and practice staff manage the requirements of this compared with a general or corporate practice.

The different areas of clinical interest which students might like to consider include:

- Ocular Disease
- Contact Lenses
- Children's Vision/Binocular Vision and Vision Therapy
- Aged Care
- Low Vision
- Sports Vision
- Occupational
- Colour Vision
- Indigenous Care
- Public Health

You are required to nominate your preferred area of advanced clinical practice and practice location and liaise with your placement host to arrange a mutually-suitable time for your practice visit. If necessary, this can be arranged outside of UNSW teaching semesters. Details of your proposed placement are required to be submitted on Moodle 7 days prior to attending your placement and must be approved by the strand convenor prior to attending the placement.

After completing your placement, submit your placement report on Moodle by **12 August 2019**. Failure to de-identify patient, practice or optometrist names will result in deduction of marks.

As a separate submission, you are required to submit a signed letter from the optometrist on the practice letterhead confirming the date, time and your attendance at the placement.

Clinical Elective Placement Strand Assessment

Task	Dates of Assessment	Knowledge and abilities assessed	% course Mark	Feedback		
				WHO	WHEN	HOW
Clinical Elective Placement Report	Submit by 5pm, 12 August 2019	Assessment criteria will be available on Moodle.	5%	Sharon Oberstein	Following marking & collation of marks	Grades posted on Moodle

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

7. Additional Resources and Support

Text Books	There are no required textbooks for this course.
Course Manual	The <i>UNSW Optometry Clinic Manual 2019</i> contains important information about the conduct of internal and external clinical placements, and student expectations. An electronic copy is available on Moodle.
Required and Additional Readings	There are no specifically required or recommended readings for this course. However, it is expected that you have revised, and are familiar with your notes and texts from earlier clinical courses. Lecturers, tutors, clinical staff and clinical supervisors may at times suggest further reading to compliment your learning experience, and support evidence-based practice (EBP).
Recommended Internet Sites	A variety of information about this course including course requirements, timetables, discussions, announcements and grades can be found on Moodle.
Societies	Your representatives on the UNSW Student Optometry Society (SOS) will be organising a number of social functions this year, including the annual Eye Ball. For further information about SOS events go to http://www.optometry.unsw.edu.au/current/optom-society The NSW/ACT Division of Optometry Australia (OA) takes a strong interest in the functioning of the school, and particularly of the clinic. Their website is http://www.optometry.org.au/
Computer Laboratories or Study Spaces	The School of Optometry and Vision has a student computer laboratory located in Room LG21 on the lower ground floor of the Old Main Building (OMB). Access is by swipe-card only. If you have difficulty with access, contact the School's student Enquiry Office (Room 3.003). Please be careful to abide by the school rules for this laboratory. A schedule of the availability of the computer lab and any class bookings is posted outside the lab. The UNSW Library contains numerous study and computing spaces. Consult the UNSW Library website (http://library.unsw.edu.au/) for opening hours – they are often open longer at exam time. If you are concerned getting to/from the library at night, you can contact UNSW Security (http://www.security.unsw.edu.au/ or 9315 6000) for personal escort services around the UNSW campus.

8. Required Equipment, Training and Enabling Skills

Equipment Required	<p>The clinical equipment you have acquired throughout the degree program will be necessary for testing within the UNSW Optometry Clinic. It is unreasonable to expect your supervisor to provide this equipment, and it will slow down testing if you need to borrow this equipment from other students.</p> <p>The required equipment includes: BIO, funduscopy lens(es), direct ophthalmoscope and retinoscope, trial frame, fully-stocked equipment kits.</p> <p>It is expected that when you are in the UNSW Optometry Clinic and participating in offsite and external clinical placements, you will abide by the clinic dress code (see <i>UNSW Optometry Clinic Manual 2019</i>) at all times, including wearing your own student name badge.</p>
Enabling Skills Training Required to Complete this Course	<p>The theoretical background and practical enabling skills required for this course have been included in the pre-requisite courses you have completed before enrolling in Clinical Paediatrics, Low Vision and Colour Vision. Further assistance with writing, oral communications, grammar and expression can be provided by the UNSW Learning Centre (www.lc.unsw.edu.au).</p> <p>Any training related to Health & Safety issues will be included within the course delivery. Additional information and resources can be found at https://safety.unsw.edu.au/</p>

9. 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.

Mechanisms of Review	Last Review Date	Comments or Changes Resulting from Reviews
Major Course Review	<i>Minimal</i>	The sports vision group assignment was removed from this course for 2019, in order to reduce the number of assignments required in this course to four types of assignments.

myExperience¹¹	<i>Nil</i>	This course commenced in 2018 with the introduction of the Stage 2 Master of Clinical Optometry program.
Other	<i>Nil</i>	This course commenced in 2018 with the introduction of the Stage 2 Master of Clinical Optometry program.

¹¹ myExperience process: <https://teaching.unsw.edu.au/myexperience>

10. Administration Matters

<p>Expectations of Students</p>	<p><u>Attendance:</u></p> <p>The School of Optometry and Vision Science expects that students should attend 100% of all classes and this is also the expectation of the UNSW Optometry Clinic. It is difficult to become an all-encompassing professional if you have simply missed information from lack of attendance. As this is your final year, and you are required to demonstrate competency in all aspects of the clinical components of this course in order to be eligible for registration as an optometrist at the completion of this course, all components of this course including clinical placements, tutorials and lectures/seminars are compulsory, and you are expected to attend. Attendance at compulsory course components may be monitored by taking a roll. You may lose marks from your final course mark for non-attendance, unless you submit an application for special consideration and provide appropriate documentation. Attempts to falsify the attendance registers will be managed under UNSW Student Misconduct Procedures: https://www.gs.unsw.edu.au/policy/documents/studentmisconductprocedures.pdf</p> <p>The <i>UNSW Optometry Clinic Manual 2019</i> outlines the procedures for students who are late or unable to attend their scheduled clinic or external clinical placements. On the day of the clinic you should contact Clinic Reception staff as soon as possible (02 9385 4624) to notify them of your absence and email the Clinic Director and the Course Convenor. Any absences due to illness must be supported by a Medical Certificate.</p> <p><u>Email:</u></p> <p>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.</p> <p>According to UNSW guidelines it is expected that students will check their UNSW student email address at least every second day. If you have an alternate email address that you check more regularly, you should have your student email (Zmail) forwarded to this address.</p> <p>For more information or if you are having connection or access problems, see:</p> <p>IT Service Centre www.it.unsw.edu.au/ Telephone: 02 9385 1333 Email: itservicecentre@unsw.edu.au</p> <p><u>Moodle:</u></p> <p>Major course announcements and documentation will be posted on Moodle – it is expected that students will check this site regularly.</p>
<p>Assignment Submissions</p>	<p>For the specific submission requirements of each assessment task, please refer to the detailed assessment information for in Section 6 of this course outline. This information will also be available on Moodle.</p> <p>Assignments should be submitted via Moodle (electronic submission).</p> <p>This includes completed laboratory reports and logs which should be scanned/photographed and submitted via Moodle.</p> <p>The School Policy on Submission of Assignments (including penalties for late assignments) is available on the School website at: https://www.optometry.unsw.edu.au/current/policies-and-procedures</p>
<p>Work Health and Safety¹²</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: https://www.optometry.unsw.edu.au/whs/work-health-and-safety</p> <p>Work-related discomfort can occur with some clinical procedures but can be prevented and/or managed. A link to the video “Reducing your risk of work-related discomfort in the consulting</p>

¹² [UNSW OHS Home page](#)

	<p>room” is available on the School of Optometry and vision Science page http://www.optometry.unsw.edu.au/whs/work-related-discomfort-program</p>
<p>Assessment Procedures</p> <p>UNSW Assessment Policy¹³</p>	<p style="text-align: center;">SCHOOL OF OPTOMETRY AND VISION SCIENCE, UNSW SUPPLEMENTARY EXAMINATION INFORMATION, 2019</p> <p>There are two circumstances whereby a supplementary examination may be granted:</p> <p>COMPETENCY IN DOUBT</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> <p>SPECIAL CONSIDERATION</p> <p>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.</p> <p>Special Consideration - Pre-Existing Conditions</p> <p>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.</p> <p>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 above.</p> <p>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.</p> <p><u>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.</u></p> <p>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.</p> <p><u>SUPPLEMENTARY EXAMINATIONS FOR 2019 WILL BE HELD AS FOLLOWS:</u></p> <p>FOR TERM 1:</p> <ul style="list-style-type: none"> • STAGE 1-4* COURSES: Friday May 24th to 31st • THERE WILL BE NO SUPPLEMENTARY EXAMINATIONS FOR STAGE 5 STUDENTS IN TERM 1 2019 <p>FOR TERM 2:</p> <ul style="list-style-type: none"> • STAGE 1-4* COURSES: Friday September 6th to 13th • THERE WILL BE NO SUPPLEMENTARY EXAMINATIONS FOR STAGE 5 STUDENTS IN TERM 2 2019

¹³ [UNSW Assessment Policy](#)

¹⁴ [Student Complaint Procedure](#)

	<p style="text-align: center;">FOR TERM 3:</p> <ul style="list-style-type: none"> • STAGE 1-4* COURSES: end of December or early January (TBA) • STAGE 5 COURSES: end of December or early January (TBA) <p>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.</p> <p>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.</p> <p>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.</p> <p>* Stage 4 includes courses in the first year of the MClinOptom program.</p>		
<p>Equity and Diversity</p>	<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 http://www.studentequity.unsw.edu.au/).</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. <i>Information on designing courses and course outlines that take into account the needs of students with disabilities can be found at:</i> https://teaching.unsw.edu.au/accessibility-tips</p>		
<p>Student Complaint Procedure¹⁴</p>	<p>School Contact</p> <p>Prof. Helen Swarbrick h.swarbrick@unsw.edu.au Tel: 9385 4373</p>	<p>Faculty Contact</p> <p>A/Prof Janelle Wheat Deputy Dean (Education) j.wheat@unsw.edu.au Tel: 9385 0752</p> <p>Or</p> <p>Dr Gavin Edwards Associate Dean (Academic Programs) g.edwards@unsw.edu.au Tel: 9385 4652</p>	<p>University Contact</p> <p>Student Integrity Unit (SIU)</p> <p>Telephone 02 9385 8515, email studentcomplaints@unsw.edu.au</p>
<p>University Counselling and Psychological Services¹⁵</p>	<p>Information on Counselling and Psychological Services [CAPS] is available at: https://www.counselling.unsw.edu.au/ Tel: 9385 5418</p>		

¹⁵ [University Counselling and Psychological Services](https://www.counselling.unsw.edu.au/)

11. UNSW Academic Honesty and Plagiarism

What is Plagiarism?

Plagiarism is the presentation of the thoughts or work of another as one's own.

*Examples include:

- direct duplication of the thoughts or work of another, including by copying material, ideas or concepts from a book, article, report or other written document (whether published or unpublished), composition, artwork, design, drawing, circuitry, computer program or software, web site, Internet, other electronic resource, or another person's assignment without appropriate acknowledgement;
- paraphrasing another person's work with very minor changes keeping the meaning, form and/or progression of ideas of the original;
- piecing together sections of the work of others into a new whole;
- presenting an assessment item as independent work when it has been produced in whole or part in collusion with other people, for example, another student or a tutor; and
- claiming credit for a proportion a work contributed to a group assessment item that is greater than that actually contributed.†

For the purposes of this policy, submitting an assessment item that has already been submitted for academic credit elsewhere may be considered plagiarism.

Knowingly permitting your work to be copied by another student may also be considered to be plagiarism.

Note that an assessment item produced in oral, not written, form, or involving live presentation, may similarly contain plagiarised material.

The inclusion of the thoughts or work of another with attribution appropriate to the academic discipline does *not* amount to plagiarism.

The Learning Centre website is main repository for resources for staff and students on plagiarism and academic honesty. These resources can be located via:

<https://student.unsw.edu.au/plagiarism>

The Learning Centre also provides substantial educational written materials, workshops, and tutorials to aid students, for example, in:

- correct referencing practices;
- paraphrasing, summarising, essay writing, and time management;
- appropriate use of, and attribution for, a range of materials including text, images, formulae and concepts.

Individual assistance is available on request from The Learning Centre.

Students are also reminded that careful time management is an important part of study and one of the identified causes of plagiarism is poor time management. Students should allow sufficient time for research, drafting, and the proper referencing of sources in preparing all assessment items.

* Based on that proposed to the University of Newcastle by the St James Ethics Centre. Used with kind permission from the University of Newcastle

† Adapted with kind permission from the University of Melbourne