



## UNSW Course Outline

# PHCM9781 Evidence-informed Decision-making - 2024

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## General Course Information

Course Code : PHCM9781

Year : 2024

Term : Term 2

Teaching Period : T2

Is a multi-term course? : No

Faculty : Faculty of Medicine and Health

Academic Unit : School of Population Health

Delivery Mode : Multimodal

Delivery Format : Standard

Delivery Location : Kensington

Campus : Sydney

Study Level : Postgraduate

Units of Credit : 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

Evidence-Informed Decision-Making (EIDM) addresses key ideas, frameworks and strategies to enable healthcare leaders to enact and continuously improve learning, enhance system functioning and knowledge management and translation capabilities. The overarching goal is to

provide grounding for leaders to develop a 'learning health system'.

Part 1 of the course focuses upon developing systems and process for a mindset of EIDM across all aspects of organising, managing and evaluating healthcare services. You will develop your skills in identifying and critically assessing organisational material, industry and governmental reports, and academic research .

Part 2 of the course analyses strategies and actions for implementing EIDM to develop a 'learning health system'. Investigating concepts and models associated with learning in and by organisations, and knowledge and change management strategies are key to this endeavour. You will develop skills for identifying and assessing information critical to improving decision making and, by extension, more effectively managing a healthcare organisation are examined. Change management processes interlinked with knowledge management actions and models for EIDM are explored.

This course is a core module of the Master of Health Leadership and Management program, comprising six units of credit towards the total required for completion of the study program. This course is also offered as an elective in the Master of Public Health.

## Course Aims

The course aims to develop your evidence-based decision-making knowledge, skills and capacities. You will develop skills that enable implementation of a learning health system, with enhanced knowledge management and translation capabilities.

## Relationship to Other Courses

The Course is one of the five core courses for the Master of Health Leadership and Management Program.

### Assistance with progression checking:

If you are unsure how this course fits within your program, you can seek guidance on optimising your program structure from staff at the [Nucleus Student Hub](#).

Progression plans for UNSW Medicine and Health programs can be found on the [UNSW Medicine & Health website](#).

# Course Learning Outcomes

Course Learning Outcomes
CL01 : Identify key health management decisions and the sources of evidence needed to support effective decision making.
CL02 : Distinguish the enablers and challenges of delivering evidence-informed interventions across different contexts.
CL03 : Critique theories and models to enable evidence-informed decision making in developing a learning health system, with knowledge.
CL04 : Assess and implement strategies to maximise the use of information, reports and research to inform decisions about policy, guidelines and practice.
CL05 : Demonstrate how to access, evaluate and apply information from academic, industry and governmental sources.
CL06 : Apply critical appraisal tools and frameworks to information, reports and research publications and evaluate the generalisability and transferability of recommendations.

Course Learning Outcomes	Assessment Item
CL01 : Identify key health management decisions and the sources of evidence needed to support effective decision making.	<ul style="list-style-type: none"> <li>• Learning Health System Assessment Report</li> <li>• Knowledge Capacity Development Plan</li> </ul>
CL02 : Distinguish the enablers and challenges of delivering evidence-informed interventions across different contexts.	<ul style="list-style-type: none"> <li>• Critical Literature Analysis</li> <li>• Learning Health System Assessment Report</li> <li>• Knowledge Capacity Development Plan</li> </ul>
CL03 : Critique theories and models to enable evidence-informed decision making in developing a learning health system, with knowledge.	<ul style="list-style-type: none"> <li>• Learning Health System Assessment Report</li> <li>• Knowledge Capacity Development Plan</li> </ul>
CL04 : Assess and implement strategies to maximise the use of information, reports and research to inform decisions about policy, guidelines and practice.	<ul style="list-style-type: none"> <li>• Critical Literature Analysis</li> <li>• Knowledge Capacity Development Plan</li> </ul>
CL05 : Demonstrate how to access, evaluate and apply information from academic, industry and governmental sources.	<ul style="list-style-type: none"> <li>• Critical Literature Analysis</li> <li>• Knowledge Capacity Development Plan</li> </ul>
CL06 : Apply critical appraisal tools and frameworks to information, reports and research publications and evaluate the generalisability and transferability of recommendations.	<ul style="list-style-type: none"> <li>• Knowledge Capacity Development Plan</li> </ul>

## Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams | Mentimeter (online survey program)

# Learning and Teaching in this course

Each week for the 10 weeks of the term, there is a 2-hour lecture and a 1-hour discussion/tutorial.

Course materials and readings are provided for student's self-directed learning.

## Assessments

### Assessment Structure

Assessment Item	Weight	Relevant Dates
Critical Literature Analysis Assessment Format: Individual Short Extension: Yes (2 days)	20%	Start Date: Not Applicable Due Date: 12/06/2024 12:00 PM
Learning Health System Assessment Report Assessment Format: Individual Short Extension: Yes (2 days)	40%	Start Date: Not Applicable Due Date: 03/07/2024 12:00 PM
Knowledge Capacity Development Plan Assessment Format: Individual Short Extension: Yes (2 days)	40%	Start Date: Not Applicable Due Date: 02/08/2024 12:00 PM

## Assessment Details

### Critical Literature Analysis

#### Assessment Overview

You will review and analyse the selected articles identifying the characteristics and key findings. The knowledge derived from this task will be drawn upon to develop a *Learning Health System Assessment Report* (assignment 2) and a *Knowledge Capacity Development Plan* (assignment 3).

#### Course Learning Outcomes

- CL02 : Distinguish the enablers and challenges of delivering evidence-informed interventions across different contexts.
- CL04 : Assess and implement strategies to maximise the use of information, reports and research to inform decisions about policy, guidelines and practice.
- CL05 : Demonstrate how to access, evaluate and apply information from academic, industry and governmental sources.

#### Detailed Assessment Description

Detailed information about this assessment will be provided on the course Moodle page.

### **Assessment Length**

800 words

### **Submission notes**

Report to use template provided. Refer to Moodle for submission information.

### **Assignment submission Turnitin type**

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

## **Learning Health System Assessment Report**

### **Assessment Overview**

You will develop a *Learning Health System Assessment Report*, indicating the current state and strategies for improvement of EIDM in a service. The task builds upon assessment 1, with the requirement to use the literature critiqued in it – as well as drawing on other material, as evidence to explain the assessment and identify strategies to improve a service.

### **Course Learning Outcomes**

- CL01 : Identify key health management decisions and the sources of evidence needed to support effective decision making.
- CL02 : Distinguish the enablers and challenges of delivering evidence-informed interventions across different contexts.
- CL03 : Critique theories and models to enable evidence-informed decision making in developing a learning health system, with knowledge.

### **Detailed Assessment Description**

Detailed information about this assessment will be provided on the course Moodle page.

### **Assessment Length**

2,400 words

### **Submission notes**

Report to use template provided. Refer to Moodle for submission information.

### **Assignment submission Turnitin type**

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

## **Knowledge Capacity Development Plan**

### **Assessment Overview**

You will develop a *Knowledge Capacity Development Plan* derived from the *Learning Health*

*System Assessment Report* (assessment 2). This task builds upon the previous two assessments. The aim is to develop a *Knowledge Capacity Development Plan*, to operationalise the proposed strategies, which is grounded in evidence and aligned with the organisational structure, processes and accountabilities.

### Course Learning Outcomes

- CL01 : Identify key health management decisions and the sources of evidence needed to support effective decision making.
- CL02 : Distinguish the enablers and challenges of delivering evidence-informed interventions across different contexts.
- CL03 : Critique theories and models to enable evidence-informed decision making in developing a learning health system, with knowledge.
- CL04 : Assess and implement strategies to maximise the use of information, reports and research to inform decisions about policy, guidelines and practice.
- CL05 : Demonstrate how to access, evaluate and apply information from academic, industry and governmental sources.
- CL06 : Apply critical appraisal tools and frameworks to information, reports and research publications and evaluate the generalisability and transferability of recommendations.

### Detailed Assessment Description

Detailed information about this assessment will be provided on the course Moodle page.

### Assessment Length

2,400 words

### Submission notes

Report to use template provided. Refer to Moodle for submission information.

### Assignment submission Turnitin type

This assignment is submitted through Turnitin and students can see Turnitin similarity reports.

## **General Assessment Information**

Detailed instructions regarding assessments for this course are provided on the course Moodle page.

For student information on results, grades, and guides to assessment see: <https://student.unsw.edu.au/assessment>

### **Adopting a critical approach to your assignments**

It is important that you adopt a critical approach to the material that you source for assignments,

to the required readings, and to other resources you are presented with during the course. Think about and evaluate the material which you are reading and which you are presenting in assignments. Attempt to cast aside your assumptions and biases and attempt to assess the logic and consistency of the material in light of the supporting evidence. Wide reading on a topic facilitates this.

## Referencing

School of Population Health requires students to use either APA or Vancouver referencing styles for all assignments for this course.

It is your responsibility to learn either APA or Vancouver referencing and use it consistently to acknowledge sources of information (citing references). Failure to reference correctly may limit marks to PS or below. Guidelines for acknowledging sources of information can be found on the following websites:

- UNSW Library: <http://subjectguides.library.unsw.edu.au/elise>
- UNSW Academic Skills and Support: <https://student.unsw.edu.au/skills>

## Word limits

All word limits are to be strictly adhered to (i.e. there is no 10% leeway). Word limits include all text (e.g. headings, title, main text) and exclude tables and figures, in-text citations (if you are using APA) and reference lists.

## Turnitin

All written assessment tasks in courses in the School of Population Health use Turnitin. Turnitin is a similarity and generative AI detection software that enables assignments to be checked against the submitted assignments of other students using Turnitin, as well as the internet. If you are unfamiliar with the Turnitin software, a demonstration can be found at: <https://student.unsw.edu.au/turnitin>

## Originality and Generative AI reports

In School of Population Health courses, access to the originality report of your submission through Turnitin is available to you. Students do not have access to the Generative AI report.

In School of Population Health course, you are permitted to resubmit until the assignment due

date (each file uploaded overwrites the previous version). This will help you in self-reviewing and revising your submission until the due date. **No resubmissions will be allowed after the due date and time of the assignment.** Therefore, draft assignments submitted in this way will be regarded as the final version at the due date if you have not uploaded a subsequent, finalised version.

**IMPORTANT:** there are delays in the availability of subsequent Originality reports. For more details, see <https://www.student.unsw.edu.au/turnitin>

## Grading and feedback

You will be provided with individualised feedback on your assignment via Moodle. You will be marked according to the marking assessment criteria listed for that specific assessment task. The aim of any academic feedback for an assessment task is not only to grade your work. Importantly, it is also to help you to identify your strengths and weaknesses, and how you can improve and progress in your studies and professional abilities.

In addition to feedback, you will receive a mark that reflects the overall quality of the work you have submitted across the marking criteria. The marking criteria for assessments in this course are provided on Moodle.

Please note these grading criteria are:

- Not intended to be a **rigid formula** for interpreting your result. The descriptive criteria for each grade provides the basis for consistent standards within and across our courses while still embracing academic judgement on how well you have achieved the standard required.
- Applied to **each assessment** task within a course. That is, the grading policy is used with each assessment task specified for a course. Your final grade for a course is dependent on the combined sum of the grades across the number of specified assessment tasks.
- Based on a **criterion-referenced assessment**. That is grades are awarded on how well a student meets the standard required for a particular assessment task, not on how well they do compared to other students in the course.

## Feedback on assessment and review of results

If you who believe the mark you've received for an assessment task doesn't reflect your performance you should first check you have grounds to seek a review: <https://student.unsw.edu.au/results>

In the first instance, you should discuss your performance with your Course Convenor. In your communication, you should clearly outline the reasons you are seeking clarification and do so against the marking criteria for the assessment.



Students may also formally apply to have their results reviewed. An application, which includes a justification for the review must be submitted through The Nucleus (<https://student.unsw.edu.au/results>) within 5 days of receiving the result. A review of results may result in an increase or decrease in marks.

### Grading Basis

Standard

### Requirements to pass course

In order to pass this course students must:

- Achieve a composite grade of at least 50 out of 100
- Meet any additional requirements specified in the assessment details section and on Moodle.

## Course Schedule

Teaching Week/Module	Activity Type	Content
Week 0 : 20 May - 26 May	Online Activity	Review Course material, noting activity and assessment dates and times.
Week 1 : 27 May - 2 June	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
Week 2 : 3 June - 9 June	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
	Assessment	Formative quiz due Friday 7 June 12:00 noon AEDT
Week 3 : 10 June - 16 June	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
	Assessment	Assignment 1 due Wednesday 12 June 12:00 noon AEDT
Week 4 : 17 June - 23 June	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
Week 5 : 24 June - 30 June	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
Week 6 : 1 July - 7 July	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
	Assessment	Assignment 2 due Wednesday 3 July 12:00 noon AEDT
Week 7 : 8 July - 14 July	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
Week 8 : 15 July - 21 July	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
Week 9 : 22 July - 28 July	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
Week 10 : 29 July - 4 August	Activity	There is a 2-hour lecture - Tuesday 10am-12 noon, and 1-hour discussion/ tutorial - Thursday 7-8pm.
	Assessment	Assignment 3 due Friday 2 August 12:00 noon AEDT

## Attendance Requirements

The Course is founded upon adult learning principles, hence attendance is strongly encouraged but an individuals choice. It is highly recommended that where possible students attend and participate in scheduled activities, whether in-person or online, and/or review recordings and

contribute posts to the Learning Community. See: <https://www.student.unsw.edu.au/attendance>

## General Schedule Information

The times and locations of classes can be found on [myUNSW](#) under Class Timetable.

Students enrolled in online courses should also refer to Moodle as some classes are not centrally timetabled (e.g., workshops) and will not appear on the timetable website.

The expected engagement for all UNSW 6UOC courses is 150 hours per term. This includes lectures, tutorials, readings, and completion of assessments and exam preparation (of relevant).

## Course Resources

### Prescribed Resources

There is a set of Course materials - comprising five modules - for review.

Readings are available via Leganto.

Detailed assignment task descriptions and templates for submissions are provided.

All materials are available at the start of the term.

### Recommended Resources

All course materials are provided, including module notes and readings, via Moodle at the commencement of the term.

### Additional Costs

There are no additional costs.

## Course Evaluation and Development

Student feedback is gathered informally as the term progresses and formally via the myExperience survey. Feedback from 2023, which was overwhelmingly positive, was used to refine the course for 2024. This includes: course materials have been updated, a simplifying of the presentation of material in Moodle, continuation of guest lecturers from industry and minor revision of assignment tasks for clarity.

# Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	David Greenfield		School of Population Health, Room 322, Samuels Building, UNSW		By appointment, requests via email.	Yes	Yes

## Other Useful Information

### Academic Information

As a student of UNSW Medicine & Health you are expected to familiarise yourself with the contents of this course outline and the UNSW Student Code and policies and procedures related to your studies.

### Student Code of Conduct

Throughout your time studying at UNSW Medicine & Health, you share a responsibility with us for maintaining a safe, harmonious and tolerant University environment. This includes within the courses you undertake during your degree and your interactions with the UNSW community, both on campus and online.

The [UNSW Student Code of Conduct](#) website provides a framework for the standard of conduct expected of UNSW students with respect to both academic integrity and your responsibility as a UNSW citizen.

Where the University believes a student may have breached the code, the University may take disciplinary action in accordance with the [Student Misconduct Procedure](#).

The [Student Conduct and Integrity Office](#) provides further resources to assist you to understand your conduct obligations as a student at UNSW.

### Academic Honesty and Plagiarism

#### Academic integrity

UNSW has an ongoing commitment to fostering a culture of learning informed by academic integrity. All UNSW staff and students have a responsibility to adhere to the principle of

academic integrity, and ethical scholarship of learning is fundamental to your success at UNSW Medicine & Health.

Plagiarism, contract cheating, and inappropriate use of generative AI undermine academic integrity and are not tolerated at UNSW. For more information see the [Academic Integrity and Plagiarism toolkit](#).

In addition to the information you are required to review in your [ELISE training](#), UNSW Medicine & Health strongly recommends that you complete the [Working with Academic Integrity](#) module before submitting your first assessment task.

## Referencing

Referencing is a way of acknowledging the sources of information that you use to research your assignments. Preferred referencing styles vary among UNSW Medicine & Health disciplines, so check your course Learning Management System (e.g. Moodle or Open Learning) page for information on preferred referencing styles.

For further information on referencing support and styles, see the Current Student [Referencing page](#).

## Academic misconduct and plagiarism

At UNSW, academic misconduct is managed in accordance with the [Student Misconduct Procedure](#). Allegations of plagiarism are generally handled according to the [UNSW Plagiarism Management Procedure](#). Plagiarism is defined in the [UNSW Plagiarism Policy](#) and is not tolerated at UNSW.

## Use of Generative AI and other tools in your assessment

UNSW has provided guiding statements for the [use of Generative AI in assessments](#). This will differ, depending on the individual assessment task, your course requirements, and the course stage within your program.

Your course convenor will outline if and how you can use Generative AI in each your assessment tasks. Options for the use of generative AI include: (1) no assistance; (2) simple editing assistance; (3) planning assistance; and (4) full assistance with attribution.

You may be required to submit the original generative AI responses, or drafts of your original

work. Inappropriate use of generative AI is considered academic misconduct.

See your course Moodle (or Open Learning) page for the full instructions for individual assessment tasks for your course.

## **Submission of Assessment Tasks**

### **Special Consideration**

In cases where illness, misadventure or other circumstances beyond your control will prevent you from submitting your assessment by the due date and you require an extension, you need to formally apply for [Special Consideration](#) through myUNSW.

UNSW has a **Fit to Sit/Submit rule**, which means that by sitting or submitting an assessment on the scheduled assessment date, you are declaring that you are fit to do so and cannot later apply for Special Consideration.

### **Timed online assessment tasks**

If you experience a technical or connection problem during a timed online assessment, such as a timed quiz, you can apply for Special Consideration. To be eligible to apply you need to contact the Course Convenor and advise them of the issue immediately. You will need to submit an application for Special Consideration immediately, and upload screenshots, error messages or other evidence of the technical issue as supporting documentation. Additional information can be found on: <https://student.unsw.edu.au/special-consideration>

### **Examinations**

Information about the conduct of examinations in your course is provided on your course Moodle page.

### **Other assessment tasks**

### **Late submission of assessment tasks**

UNSW has standard late submission penalties as outlined in the [UNSW Assessment Implementation Procedure](#), with no permitted variation. All late assignments (unless extension or exemption previously agreed) will be penalised by 5% of the maximum mark per calendar day (including Saturday, Sunday and public holidays).

Late submissions penalties are capped at five calendar days (120 hours). This means that a student is not permitted to submit an assessment more than 5 calendar days (120 hours) after the due date for that assessment (unless extension or exemption previously agreed).

### **Failure to complete an assessment task**

You are expected to complete all assessment tasks for your courses. In some courses, there will be a minimum pass mark required on a specific assessment task (a “hurdle task”) due to the need to assure clinical competency.

Where a hurdle task is applicable, additional information is provided in the assessment information on your course Moodle page.

### **Feedback on assessments**

Feedback on your performance in assessment tasks will be provided to you in a timely manner. For assessment tasks completed within the teaching period of a course, other than a final assessment, feedback will be provided within 10 working days of submission, under normal circumstances.

Feedback on continuous assessment tasks (e.g. laboratory and studio-based, workplace-based, weekly quizzes) will be provided prior to the midpoint of the course.

**Any variation from the above information that is specific to an assessment task will be clearly indicated in the course and assessment information provided to you on your course Moodle (or Open Learning) page.**

## **Faculty-specific Information**

### **Additional support for students**

The university offers a wide range of support services that are available for students. Here are some links for you to explore.

- The Current Students Gateway: <https://student.unsw.edu.au>
- Academic Skills and Support: <https://student.unsw.edu.au/academic-skills>
- Student support: <https://www.student.unsw.edu.au/support>

- Student Wellbeing, Health and Safety: <https://student.unsw.edu.au/wellbeing>

Mind Smart Guides are a series of mental health self-help resources designed to give you the psychological flexibility, resilience and self-management skills you need to thrive at university and at work.

- Mind Smart Guides: <https://student.unsw.edu.au/mindsmart>
- Equitable Learning Services: <https://student.unsw.edu.au/els>
- Guide to studying online: <https://www.student.unsw.edu.au/online-study>

Most courses in UNSW Medicine & Health use Moodle as your Learning Management System. Guidance for using UNSW Moodle can be found on the Current Student page. Difficulties with Moodle should be logged with the IT Service Centre.

- Moodle Support: <https://student.unsw.edu.au/moodle-support>

The IT Service Desk is your central point of contact for assistance and support with remote and on-campus study.

- UNSW IT Service Centre: <https://www.myit.unsw.edu.au/services/students>

## Course evaluation and development

At UNSW Medicine & Health, students take an active role in designing their courses and their overall student experience. We regularly seek feedback from students, and continuous improvements are made based on your input. Towards the end of the term, you will be asked to participate in the [myExperience survey](#), which serves as a source of evaluative feedback from students. Your input to this quality enhancement process is valuable in helping us meet your learning needs and deliver an effective and enriching learning experience. Student responses are carefully considered, and the action taken to enhance educational quality is documented in the myFeedback Matters section of your Moodle (or Open Learning) course page.

## School-specific Information

### Additional Resources

Additional resources are available on the SPH website: <https://sph.med.unsw.edu.au/current-students/student-resources>

## Subject guides

Use these guides as a quick and easy pathway to locating resources in your subject area. These excellent guides bring together the core web and print resources in one place and provide a one click portal into the online resources.

UNSW Library Subject Guides: <http://subjectguides.library.unsw.edu.au/subjectguides>

Public Health Subject Guide: <http://subjectguides.library.unsw.edu.au/publichealth>

## Recording of lectures, tutorials and other teaching activities

Lectures, tutorials and other teaching activities *may* be recorded. Students should be advised that they are consenting to the recording by their enrolment in the course or participation in the activity. The purpose of audio and video recordings is to enhance the student experience by supporting engaged learning in an online teaching environment and ensure equitable access to all course resources for our students. If you have concerns about accessing course recordings, or being recorded, please contact the Course Convenor.

## School Contact Information

School guidelines on contacting staff:

### Course questions

All questions related to course content should be posted on Moodle or as directed by your Course Convenor.

In cases where email communication with course convenors is necessary, we kindly request the following:

- Use your official email address for any correspondence with teaching staff.
- We expect a high standard of communication. All communication should avoid using short-hand or texting language.



- Include your full name, student ID, and your course code and name in all communication.

Our course convenors are expected to respond to emails during standard working hours of Monday to Friday, 9am-5pm.

### **Administrative questions**

If you have an administrative question about your program of study at the School please submit your enquiry online at [UNSW Ask Us](#).

### **Complaints and appeals**

Student complaints and appeals: <https://student.unsw.edu.au/complaints>

If you have any grievances about your studies, we invite you to address these initially to the Course Convenor. If the response does not meet your expectations, you may then contact the School Grievance Officer, A/Prof Timothy Dobbins ([t.dobbins@unsw.edu.au](mailto:t.dobbins@unsw.edu.au)).