



UNSW Course Outline

OPTM7107 Ocular Therapy 1 - 2024

Published on the 29 Jan 2024

General Course Information

Course Code : OPTM7107

Year : 2024

Term : Term 1

Teaching Period : T1

Is a multi-term course? : No

Faculty : Faculty of Medicine and Health

Academic Unit : School of Optometry and Vision Science

Delivery Mode : In Person

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

This course provides an introduction to the basic and clinical sciences related to the use of therapeutic agents in primary care optometry. The focus is on the practical clinical needs of the student. In the basic sciences, there is a review of biochemistry with emphasis on physiological processes and how they can be affected by drug actions. The principles of pharmacology and

how they impact therapeutic management are presented and discussed. Microbiology, immunology, inflammation and pathology are reviewed with a strong emphasis on ocular infection and inflammation. Ocular therapeutics and their use in primary care optometry will be covered with reference to diagnosis and management of anterior eye disease, including disorders of the cornea, conjunctiva, adnexae, uvea, lacrimal system as well as glaucoma. The topic of co-management is discussed in relation to glaucoma and ocular surgery. The legislative aspects of therapeutic prescribing by optometrists in Australia and New Zealand will also be presented.

Course Aims

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

Relationship to Other Courses

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	Optometry Australia competency standards
CLO1 : Assess the eye and ocular adnexae and to differentially diagnose ocular disease	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT3 : Communicator and Collaborator • OPT4 : Scholar and Lifelong Learner
CLO2 : Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT4 : Scholar and Lifelong Learner • OPT5 : Quality and Risk Manager
CLO3 : Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT3 : Communicator and Collaborator • OPT4 : Scholar and Lifelong Learner • OPT5 : Quality and Risk Manager
CLO4 : Apply knowledge of relevant State/ Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease	<ul style="list-style-type: none"> • OPT2 : Professional and Ethical Practitioner • OPT4 : Scholar and Lifelong Learner • OPT5 : Quality and Risk Manager
CLO5 : Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to.	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT3 : Communicator and Collaborator • OPT5 : Quality and Risk Manager
CLO6 : Plan and execute appropriate shared care arrangements of patients, including recognizing the legal and ethical implications of such arrangements and interactions with other health care providers	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT3 : Communicator and Collaborator • OPT4 : Scholar and Lifelong Learner • OPT5 : Quality and Risk Manager
CLO7 : Diagnose, treat and/or monitor glaucoma	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT3 : Communicator and Collaborator • OPT4 : Scholar and Lifelong Learner • OPT5 : Quality and Risk Manager
CLO8 : Provide non-invasive first aid for ocular conditions	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT5 : Quality and Risk Manager
CLO9 : Recognize the importance of ongoing skill and knowledge development necessary for continued effective and safe ocular therapeutic management	<ul style="list-style-type: none"> • OPT1 : Clinical Care Provider • OPT2 : Professional and Ethical Practitioner • OPT4 : Scholar and Lifelong Learner • OPT5 : Quality and Risk Manager

Course Learning Outcomes	Assessment Item
CLO1 : Assess the eye and ocular adnexae and to differentially diagnose ocular disease	<ul style="list-style-type: none"> • Webinar • Final examination • Module Quizzes and Exercises
CLO2 : Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management	<ul style="list-style-type: none"> • Prescription Assignment • Webinar • Final examination • Module Quizzes and Exercises
CLO3 : Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis	<ul style="list-style-type: none"> • Prescription Assignment • Webinar • Final examination • Module Quizzes and Exercises
CLO4 : Apply knowledge of relevant State/ Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease	<ul style="list-style-type: none"> • Prescription Assignment • Webinar • Final examination • Module Quizzes and Exercises
CLO5 : Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to.	<ul style="list-style-type: none"> • Prescription Assignment • Webinar • Final examination • Module Quizzes and Exercises
CLO6 : Plan and execute appropriate shared care arrangements of patients, including recognizing the legal and ethical implications of such arrangements and interactions with other health care providers	<ul style="list-style-type: none"> • Webinar • Final examination • Module Quizzes and Exercises
CLO7 : Diagnose, treat and/or monitor glaucoma	<ul style="list-style-type: none"> • Prescription Assignment • Webinar • Final examination • Module Quizzes and Exercises
CLO8 : Provide non-invasive first aid for ocular conditions	<ul style="list-style-type: none"> • Webinar • Final examination • Module Quizzes and Exercises
CLO9 : Recognize the importance of ongoing skill and knowledge development necessary for continued effective and safe ocular therapeutic management	<ul style="list-style-type: none"> • Webinar • Final examination • Module Quizzes and Exercises

Learning and Teaching Technologies

Moodle - Learning Management System | Microsoft Teams

Learning and Teaching in this course

All course materials and course announcements are provided on the course learning management system, Moodle (or Open Access).

By accessing and using the ICT resources provided by UNSW, you are agreeing to abide by the ['Acceptable Use of UNSW ICT Resources'](#) policy particularly on respect for intellectual property and copyright, legal and ethical use of ICT resources and security and privacy.

Other Professional Outcomes

None

Additional Course Information

SCHOOL OF OPTOMETRY AND VISION SCIENCE, UNSW SUPPLEMENTARY EXAMINATION INFORMATION, 2024

SPECIAL CONSIDERATION

On some occasions, sickness, misadventure or other circumstances beyond your control may prevent you from completing a course requirement, such as attending a formal end of semester examination. In these cases you may apply for Special Consideration. **UNSW operates under a Fit to Sit/ Submit rule for all assessments. If a student wishes to submit an application for special consideration for an exam or assessment, the application must be submitted prior to the start of the exam or before an assessment is submitted. If a student sits the exam/ submits an assignment, they are declaring themselves well enough to do so.** The application must be made via Online Services in myUNSW. Log into myUNSW and go to My Student Profile tab > My Student Services > Online Services > Special Consideration. Submit the application (including supporting documentation) to UNSW Student Central.

CHRONIC ISSUES AND PRE-EXISTING CONDITIONS

If you have chronic issues and pre-existing conditions, we recommend you apply for Educational adjustments for disability support through Disability Services.

Register for Disability Services at <https://student.unsw.edu.au/disability-registration>

Absence from a final examination is a serious matter, normally resulting in a Fail (FL) grade. **If you are medically unfit to attend an examination, YOU MUST CONTACT THE SCHOOL DIRECTLY**

ON THE DAY OF THE EXAMINATION TO ADVISE OF THIS (telephone 02 9385 4639,

email: optometry@unsw.edu.au). You must also submit a Request for Special Consideration application as detailed on the UNSW website: <https://student.unsw.edu.au/special-consideration>.

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

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

SUPPLEMENTARY EXAMINATIONS FOR 2024 WILL BE HELD AS FOLLOWS: FOR TERM 1:

- **SATURDAY, 27th JULY 2024**

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

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

Assessments

Assessment Structure

Assessment Item	Weight	Relevant Dates	Optometry Australia competency standards
Webinar	10%	Start Date: Not Applicable Due Date: Not Applicable Post Date: 01/01/2024 12:00 AM	<ul style="list-style-type: none">• OPT1 : Clinical Care Provider• OPT2 : Professional and Ethical Practitioner• OPT3 : Communicator and Collaborator• OPT4 : Scholar and Lifelong Learner• OPT5 : Quality and Risk Manager
Final examination	60%	Start Date: Not Applicable Due Date: Not Applicable Post Date: 20/07/2024 12:30 PM	<ul style="list-style-type: none">• OPT1 : Clinical Care Provider• OPT2 : Professional and Ethical Practitioner• OPT3 : Communicator and Collaborator• OPT4 : Scholar and Lifelong Learner• OPT5 : Quality and Risk Manager
Prescription Assignment	5%	Start Date: 26/02/2024 12:00 AM Due Date: 24/03/2024 11:59 PM Post Date: 24/03/2024 11:59 PM	<ul style="list-style-type: none">• OPT1 : Clinical Care Provider• OPT2 : Professional and Ethical Practitioner• OPT3 : Communicator and Collaborator• OPT4 : Scholar and Lifelong Learner• OPT5 : Quality and Risk Manager
Module Quizzes and Exercises	25%	Start Date: See course schedule for due dates of exercises for each module Due Date: See course schedule for due dates of exercises for each module Post Date: 15/01/2024 12:00 AM	<ul style="list-style-type: none">• OPT1 : Clinical Care Provider• OPT2 : Professional and Ethical Practitioner• OPT3 : Communicator and Collaborator• OPT4 : Scholar and Lifelong Learner• OPT5 : Quality and Risk Manager

Assessment Details

Webinar

Assessment Overview

Interactive webinars and discussion boards to discuss case studies, videos and course material

on ocular therapeutic management

Feedback process: Webinar and discussion board discussions

Course Learning Outcomes

- CL01 : Assess the eye and ocular adnexae and to differentially diagnose ocular disease
- CL02 : Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management
- CL03 : Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis
- CL04 : Apply knowledge of relevant State/Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease
- CL05 : Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to.
- CL06 : Plan and execute appropriate shared care arrangements of patients, including recognizing the legal and ethical implications of such arrangements and interactions with other health care providers
- CL07 : Diagnose, treat and/or monitor glaucoma
- CL08 : Provide non-invasive first aid for ocular conditions
- CL09 : Recognize the importance of ongoing skill and knowledge development necessary for continued effective and safe ocular therapeutic management

Detailed Assessment Description

Please refer to Moodle for further information about webinar dates which will occur on a fortnightly basis.

Marks assigned to this part of the course will reflect the level of participation during webinars.

Feedback process: Marks will be posted in the middle and end of each term

Assessment Length

N/A

Submission notes

N/A

Assessment information

N/A

Assignment submission Turnitin type

Not Applicable

Hurdle rules

An attendance rate of at least 80% is required to pass the course.

Final examination

Assessment Overview

Short answer questions and multiple choice questions assessing knowledge on the basic and clinical science related to ocular therapeutic management.

Feedback process: final examination mark

Course Learning Outcomes

- CL01 : Assess the eye and ocular adnexae and to differentially diagnose ocular disease
- CL02 : Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management
- CL03 : Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis
- CL04 : Apply knowledge of relevant State/Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease
- CL05 : Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to.
- CL06 : Plan and execute appropriate shared care arrangements of patients, including recognizing the legal and ethical implications of such arrangements and interactions with other health care providers
- CL07 : Diagnose, treat and/or monitor glaucoma
- CL08 : Provide non-invasive first aid for ocular conditions
- CL09 : Recognize the importance of ongoing skill and knowledge development necessary for continued effective and safe ocular therapeutic management

Detailed Assessment Description

Final Written Examination (Multiple Choice Questions and Short Answers) – Saturday 20th July 2024

Assessment Length

2 hours

Submission notes

N/A

Assessment information

N/A

Assignment submission Turnitin type

Not Applicable

Hurdle rules

A minimum score of 50% in the final examination is required to pass the course.

Passing this task is a requirement of the Optometry Council of Australia and New Zealand (OCANZ) to demonstrate competency in this area.

Prescription Assignment

Assessment Overview

Prescription writing assignment

Feedback: Mark and written feedback via Moodle within 2 weeks of submission.

Course Learning Outcomes

- CL02 : Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management
- CL03 : Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis
- CL04 : Apply knowledge of relevant State/Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease
- CL05 : Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to.
- CL07 : Diagnose, treat and/or monitor glaucoma

Detailed Assessment Description

PBS Assignment Released: 26th February 2024

PBS Assignment Due: 1159PM 24th March 2024 via Moodle

Assessment Length

N/A

Submission notes

N/A

Assessment information

None

Assignment submission Turnitin type

This assignment is submitted through Turnitin and students do not see Turnitin similarity reports.

Module Quizzes and Exercises

Assessment Overview

Multiple choice and written questions of module content

Feedback process: Quiz mark within 2 weeks of assessment

Course Learning Outcomes

- CL01 : Assess the eye and ocular adnexae and to differentially diagnose ocular disease
- CL02 : Define and discuss the pharmacological considerations of ocular drugs used in the treatment of anterior eye disease and interactions between ocular and systemic diseases and their management
- CL03 : Design, develop and revise pharmacological and non-pharmacological management plans for ocular diseases based on patient characteristics, signs, symptoms, investigations, epidemiology and underlying pathogenesis
- CL04 : Apply knowledge of relevant State/Territory legislation and Guidelines to lawfully prescribe therapeutic agents in the management of ocular disease
- CL05 : Identify circumstances where referral for specialist medical treatment is required, the urgency of the referral and the most appropriate health care provider to be referred to.
- CL06 : Plan and execute appropriate shared care arrangements of patients, including recognizing the legal and ethical implications of such arrangements and interactions with other health care providers
- CL07 : Diagnose, treat and/or monitor glaucoma
- CL08 : Provide non-invasive first aid for ocular conditions
- CL09 : Recognize the importance of ongoing skill and knowledge development necessary for continued effective and safe ocular therapeutic management

Detailed Assessment Description

Online Exercise 1: Ocular Infection Due 1159 24th March 2024

Online Exercise 2: Ocular Inflammation Due 1159PM 9th April 2024

Online Exercise 3: Uveitis Due 1159PM 21st April 2024

Online Exercise 4: Ocular Allergy and Emergencies Due 1159PM 5th May 2024

Online Exercise 5: Dry Eye and Co-Management Due 1159PM 19th May 2024

Online Exercise 6: Glaucoma Foundations Due 1159PM 2nd June 2024

Online Exercise 7: Management of Glaucoma Due 1159PM 16th June 2024

Assessment Length

N/A

Submission notes

N/A

Assessment information

N/A

Assignment submission Turnitin type

This is not a Turnitin assignment

General Assessment Information

Detailed instructions regarding assessments for this course are provided on the course Moodle page (or Open Learning).

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

Grading Basis

Standard

Requirements to pass course

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

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

Course Schedule

Teaching Week/Module	Activity Type	Content
Week 1 : 12 February - 18 February	Other	Please refer to Moodle for the course schedule. Please note that the term will start on the 15th January 2024 and run over 2 terms to finish on 21st of July. Live webinars will be scheduled from 8-9.30pm on alternate Mondays. Please contact the course convener for further details.

Attendance Requirements

Students are expected to attend all scheduled clinical, laboratory and tutorial classes. An Unsatisfactory Fail (UF) may be recorded as the final grade for the course if students fail to meet the minimum requirement of 80% attendance for clinical, laboratory and tutorial classes (unless otherwise specified on Moodle). Course attendance expectations are determined by the requirements of the program accrediting body, OCA NZ. Where a student is unable to attend, they are advised to inform the course convenor as soon as possible but no later than 3 days after the scheduled class and, where possible, provide written documentation (e.g. medical certificate) to support their absence. Students may submit a request for special consideration in the case of prolonged or multiple absences. Please note that there are severe consequences for submitting fraudulent documents such as false medical certificates. Such cases will be referred to the Student Conduct and Integrity Unit (SCIU) for investigation.

General Schedule Information

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

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 (if relevant).

Additional attendance requirements for practical classes

All practical classes are compulsory because they act to reinforce theoretical components of the course, while teaching critical practical clinical skills prior to use in the clinic in the final years of the program and are linked to clinical competencies.

Attendance will be monitored by taking the roll. Any absences due to illness must be accounted for by a medical certificate presented to your Course Convenor. Submission for Special Consideration may be required pending the number of absences. A short extension of up to 7 days may be given at the discretion of the course convener without additional documentation.

Punctuality is expected. Lateness for practical classes may be recorded as an absence.

Contact the Laboratory Supervisor Dale Larden d.larden@unsw.edu.au if you are running late so your partner can be allocated to alternate work.

Course Resources

Prescribed Resources

- Bagheri, N, Wajda, B, Calvo, C and Durrani, A. (Eds). The Wills Eye Manual: Office and emergency room diagnosis and treatment of eye disease. 7th Edition. Lippincott, Williams & Wilkins. Wolters Kluwer. 2016 (ISBN: 978-1496318831)
- Bartlett JD. Ophthalmic drug facts 24th Edition. 2012. Lippincott Williams & Wilkins (ISBN: 9781574393453) • Bartlett JD & Jaanus SD. Clinical ocular pharmacology 5th Edition. 2007. Butterworth-Heinemann (ISBN: 9780750675765)
- Salmon, John F. Kanski's Clinical Ophthalmology: A Systematic Approach. 9th ed. New York: Elsevier/Saunders, 2020.

Recommended Resources

- Alward WLM. Colour atlas of gonioscopy 2nd edition. 2008. American Academy of Ophthalmology (ISBN: 9781560558965)
- Australian Medicines Handbook. 2017. Australian medicines handbook Pty Ltd (ISBN: 978-09943262-4-9)
- Bullock S and Manias E. Fundamentals of pharmacology 6th edition. 2010. Pearson Education Australia (ISBN: 9781442514683)
- Casser L, et al. Atlas of Primary eyecare procedures 2nd edition. 1997. McGraw-Hill Medical (ISBN: 9780838502570)
- Elliott D. Clinical procedures in primary eye care 4th edition. 2013. Saunders Ltd (ISBN 978-0702051944)
- Garner A and Klintworth G. Pathobiology of ocular disease 3rd edition. 2008. CRC Press. ISBN: 9780849398162
- Kahook M, and Schuman J. Chandler and Grant's Glaucoma. 5th edition. 2013. Slack. (ISBN: 9781556429545)
- Lee G and Bishop P. Microbiology and infection control for health professionals 4th edition. 2009. Pearson Education Australia (ISBN: 9781442501850)

- MIMS Annual. 2016. UBM Medical Australia (or eMIMS) (Available online through UNSW library)
- Quigley, H. Glaucoma: What every patient should know: A guide from Dr. Harry. 2011. CreateSpace Independent Publishing Platform. (ISBN: 9781461008231)
- Schacknow P and Samples J. The glaucoma book: A practical, evidence-based approach to patient care. 2010. Springer (ISBN: 9780387766997)
- Shaarawy T, et al. Glaucoma: Expert Consult. 2009. Saunders. (ISBN: 978-0702029769)

Additional Costs

Costs related to travel and accommodation to attend placements. There is a \$750 fee to partially offset the cost of the Royal Hobart Hospital placement, which also has vaccination and criminal record requirements

Course Evaluation and Development

Student feedback is taken seriously, and continual improvements are made to the course based, in part, on such feedback.

We use student feedback from myExperience surveys to develop and make improvements to the course each year. We do this by identifying areas of the course that require development from both the rating responses and written comments. Please spare a few minutes to complete the myExperience surveys for this course posted at the top of the Moodle page at the end of term.

Staff Details

Position	Name	Email	Location	Phone	Availability	Equitable Learning Services Contact	Primary Contact
Convenor	Rene Cheung		UNSW	(02) 9348 1345	Tuesday-Friday	Yes	Yes
Lecturer	Mark Willcox		UNSW	via email	During webinar	No	No
	Alex Hui		UNSW & University of Waterloo	via email	During webinar	No	No
	Fiona Stapleton		UNSW	via email	During webinar	No	No
	Isabelle Jalbert		UNSW	via email	During webinar	No	No
	Lily Ho		UNSW	via email	During webinar and workshop	No	No
	Maria Markoulli		UNSW	via email	During webinar	No	No
	Murray Fingert		UNSW	via email	During webinar	No	No
Lab staff	Dale Larden		UNSW	via email	By appointment only	No	No
Administrator	Michelle Bonanno		UNSW	via email	Contact course convener	No	No
Postgraduate coordinator	Juno Kim		UNSW	via email	Contact course convener	No	No
Lecturer	Nayuta Yoshio		UNSW	via email	During webinar	No	No

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

Short extensions and special consideration

Short extension

Commencing in Term 1, 2024, UNSW has introduced a short extension procedure for submission of assessment tasks. Not all tasks are eligible, and eligible tasks have a predetermined extension length. UNSW Medicine and Health have set School-level extension lengths for eligible assessment tasks. See your course assessment descriptions for more information.

Students must check the availability of a short extension in the individual assessment task information for their courses.

Short extensions do not require supporting documentation. They must be submitted before the assessment task deadline. No late applications will be accepted.

Late penalties apply to submission of assessment tasks without approved extension.

Special consideration

In cases where short term events beyond your control affect your performance in a specific assessment task you may formally apply for [Special Consideration](#) through myUNSW.

UNSW has a **Fit to Sit rule**, which means that by sitting an examination on the scheduled date, you are declaring that you are fit to do so and cannot later apply for Special Consideration. Examinations include centrally timetabled examinations and scheduled, timed examinations and tests managed by your School.

Important information relating to Short Extension and Special Consideration is available [here](#), including eligibility for Special Consideration, circumstances where students with Equitable Learning Plans can apply for Short Extensions and Special Consideration, and the appeals process.

Examinations

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

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>

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 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 Sean Kennedy (sean.kennedy@unsw.edu.au).