



## UNSW Course Outline

# PHCM3001 Ethics in Public Health - 2024

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## General Course Information

**Course Code :** PHCM3001

**Year :** 2024

**Term :** Term 1

**Teaching Period :** T1

**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 :** Undergraduate

**Units of Credit :** 6

### Useful Links

[Handbook Class Timetable](#)

## Course Details & Outcomes

### Course Description

This course provides an overview of ethical considerations and issues pertinent to public health and healthcare. Students will examine ethical theories and principles, and their application to healthcare and public health contexts. The course enables students to identify and analyse the

ethical challenges of balancing the interests of individuals and communities within a healthcare context which is costly, complex and increasingly globalised.

## Course Aims

This course covers the theory and practice of ethics in public health and healthcare, by examining ethical frameworks, principles, and their application in healthcare and health policy. It will address ethical issues pertinent to biomedical research, health policy and health promotion, the principle of justice and the distribution of healthcare resources, human rights and vulnerable groups. Students will examine how public health ethics address the tension between the rights of individuals to liberty, and the broader public health goal of achieving healthy populations through principles of social inclusion and community consensus. These principles and frameworks will be examined through the use of case studies, including: current debates in alcohol and harm reduction policy, tobacco control policy, ethics of health promotion and the 'obesity epidemic', oversight of the pandemic influenza and vaccination policy.

Throughout the course, students will develop skills necessary to view these and other ethical issues from a variety of perspectives and justify the best alternative ethical position. At the conclusion of the course, students should gain an appreciation and understanding of the methods used to examine complex ethical issues and will develop critical reasoning skills necessary to participate in ethical discussions and debate.

## 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	Health Management (ACHSM), Health Management (RACMA) - Domains
CLO1 : Demonstrate an understanding of a range of ethical issues associated with public health.	<ul style="list-style-type: none"><li>• ACHSM1 : Health leadership and ethical behaviour</li><li>• ACHSM3 : Health Systems</li><li>• RACMA5 : Health Advocate</li></ul>
CLO2 : Apply ethical frameworks and principles to current policies in public health and discuss the ethical implications	<ul style="list-style-type: none"><li>• ACHSM1 : Health leadership and ethical behaviour</li><li>• ACHSM3 : Health Systems</li><li>• RACMA5 : Health Advocate</li></ul>
CLO3 : Recognise the links and differences between ethics and law	<ul style="list-style-type: none"><li>• ACHSM1 : Health leadership and ethical behaviour</li><li>• ACHSM12 : Risk Management and Clinical Governance</li><li>• RACMA5 : Health Advocate</li></ul>
CLO4 : Outline the differences between public health and clinical ethics	<ul style="list-style-type: none"><li>• ACHSM1 : Health leadership and ethical behaviour</li><li>• ACHSM12 : Risk Management and Clinical Governance</li><li>• RACMA5 : Health Advocate</li></ul>
CLO5 : Articulate tensions between just resource allocation and the 'rule of rescue'	<ul style="list-style-type: none"><li>• ACHSM1 : Health leadership and ethical behaviour</li><li>• RACMA2 : Communication</li><li>• RACMA5 : Health Advocate</li></ul>
CLO6 : Identify and discuss the concepts of equity, social justice, values, public stewardship, community consent and engagement, and solidarity	<ul style="list-style-type: none"><li>• ACHSM1 : Health leadership and ethical behaviour</li><li>• ACHSM3 : Health Systems</li><li>• RACMA5 : Health Advocate</li></ul>
CLO7 : Critically reflect on own biases and assumptions in ethical reasoning and implications for interpreting public health issues and situations	<ul style="list-style-type: none"><li>• ACHSM1 : Health leadership and ethical behaviour</li><li>• RACMA5 : Health Advocate</li><li>• RACMA7 : Professionalism</li></ul>

Course Learning Outcomes	Assessment Item
CLO1 : Demonstrate an understanding of a range of ethical issues associated with public health.	<ul style="list-style-type: none"> <li>• Quiz</li> <li>• Analysis of a public health policy</li> <li>• Online discussion posts</li> <li>• Major Assignment: Ethical analysis of a public health issue</li> </ul>
CLO2 : Apply ethical frameworks and principles to current policies in public health and discuss the ethical implications	<ul style="list-style-type: none"> <li>• Quiz</li> <li>• Analysis of a public health policy</li> <li>• Online discussion posts</li> <li>• Major Assignment: Ethical analysis of a public health issue</li> </ul>
CLO3 : Recognise the links and differences between ethics and law	<ul style="list-style-type: none"> <li>• Quiz</li> <li>• Online discussion posts</li> <li>• Major Assignment: Ethical analysis of a public health issue</li> </ul>
CLO4 : Outline the differences between public health and clinical ethics	<ul style="list-style-type: none"> <li>• Quiz</li> <li>• Online discussion posts</li> <li>• Major Assignment: Ethical analysis of a public health issue</li> </ul>
CLO5 : Articulate tensions between just resource allocation and the 'rule of rescue'	<ul style="list-style-type: none"> <li>• Analysis of a public health policy</li> <li>• Online discussion posts</li> <li>• Major Assignment: Ethical analysis of a public health issue</li> </ul>
CLO6 : Identify and discuss the concepts of equity, social justice, values, public stewardship, community consent and engagement, and solidarity	
CLO7 : Critically reflect on own biases and assumptions in ethical reasoning and implications for interpreting public health issues and situations	<ul style="list-style-type: none"> <li>• Online discussion posts</li> </ul>

## 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.

# Assessments

## Assessment Structure

Assessment Item	Weight	Relevant Dates
Quiz Assessment Format: Individual	15%	Due Date: 18/03/2024 04:00 PM
Analysis of a public health policy Assessment Format: Individual	25%	Due Date: 08/04/2024 04:00 PM
Online discussion posts Assessment Format: Individual	20%	Start Date: Post every week from week 1 Due Date: 22/04/2024 04:00 PM
Major Assignment: Ethical analysis of a public health issue Assessment Format: Individual	40%	Due Date: 29/04/2024 04:00 PM

## Assessment Details

### Quiz

#### Assessment Overview

#### Analysis of health policy

This quiz, comprising multiple choice or short-answer questions, assess your knowledge of key ethical concepts based on the lecture content and readings in Week 1-5 topics.

Individual feedback will be provided at the close of the quiz.

#### Course Learning Outcomes

- CLO1 : Demonstrate an understanding of a range of ethical issues associated with public health.
- CLO2 : Apply ethical frameworks and principles to current policies in public health and discuss the ethical implications
- CLO3 : Recognise the links and differences between ethics and law
- CLO4 : Outline the differences between public health and clinical ethics

#### Detailed Assessment Description

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

#### Submission notes

No short extension is available for this assessment task.

#### Assessment information

Use of generative AI - no assistance: It is prohibited to use any software or service to search for

or generate information or answers. If such use is detected, it will be regarded as serious academic misconduct and subject to the standard penalties, which may include 00FL, suspension and exclusion.

#### **Assignment submission Turnitin type**

This is not a Turnitin assignment

### **Analysis of a public health policy**

#### **Assessment Overview**

This is an individual assessment task due in mid-term. You will be expected to identify health benefits and/or harms being addressed by a particular policy and analyse and evaluate the ethical framework underpinning it.

Individual feedback is provided within 10 working days.

#### **Course Learning Outcomes**

- CLO1 : Demonstrate an understanding of a range of ethical issues associated with public health.
- CLO2 : Apply ethical frameworks and principles to current policies in public health and discuss the ethical implications
- CLO5 : Articulate tensions between just resource allocation and the 'rule of rescue'

#### **Detailed Assessment Description**

For instructions on this assessment, please see Moodle.

#### **Submission notes**

A short extension of two days is available for this assessment task.

#### **Assessment information**

Artificial intelligence can be used for simple editing assistance.

For this assessment task, you are permitted to use standard editing and referencing functions in word processing software [ideally, describe the functions as many applications may have generative AI functions embedded – eg this includes spelling and grammar checking and reference citation generation in the creation of your submission. You must not use any functions that generate or paraphrase [or translate] passages of text, whether based on your own work or not. Please note that your submission will be passed through an AI-generated text detection tool. If your marker has concerns that your answer contains passages of AI-generated text you may be asked to explain your work. If you are unable to satisfactorily demonstrate your understanding

of your submission you may be referred to UNSW Conduct & Integrity Office for investigation for academic misconduct and possible penalties.

#### **Assignment submission Turnitin type**

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

#### **Online discussion posts**

##### **Assessment Overview**

This is a continuous assessment task requiring you to contribute to online discussion forums throughout the term. You will be required to submit a log of your contributions/posts plus select two best posts by the end of week 10, and reflect on why the two posts were selected.

Individual feedback is provided within 10 working days.

##### **Course Learning Outcomes**

- CLO1 : Demonstrate an understanding of a range of ethical issues associated with public health.
- CLO2 : Apply ethical frameworks and principles to current policies in public health and discuss the ethical implications
- CLO3 : Recognise the links and differences between ethics and law
- CLO4 : Outline the differences between public health and clinical ethics
- CLO5 : Articulate tensions between just resource allocation and the 'rule of rescue'
- CLO7 : Critically reflect on own biases and assumptions in ethical reasoning and implications for interpreting public health issues and situations

##### **Detailed Assessment Description**

For a detailed assessment description, please see Moodle.

##### **Assessment Length**

See Moodle. Weekly posts should not exceed 300 words.

##### **Submission notes**

A short extension of two days is available for the final submission of this assessment task, but please note that you are required to post to the discussion forum every week.

##### **Assessment information**

Artificial intelligence can be used for simple editing assistance.

For this assessment task, you are permitted to use standard editing and referencing functions in word processing software. This includes spelling and grammar checking and reference citation

generation in the creation of your submission. You must not use any functions that generate or paraphrase [or translate] passages of text, whether based on your own work or not. Please note that your submission will be passed through an AI-generated text detection tool. If your marker has concerns that your answer contains passages of AI-generated text you may be asked to explain your work. If you are unable to satisfactorily demonstrate your understanding of your submission you may be referred to UNSW Conduct & Integrity Office for investigation for academic misconduct and possible penalties.

#### **Assignment submission Turnitin type**

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

### **Major Assignment: Ethical analysis of a public health issue**

#### **Assessment Overview**

This is an individual assessment task due at the end of term. You will be expected to analyse a particular public health issue, drawing on one or more ethical frameworks. You may choose your topic from a small collection of case studies. A set of guiding questions will be provided to you.

Individual feedback is provided within 10 working days.

#### **Course Learning Outcomes**

- CLO1 : Demonstrate an understanding of a range of ethical issues associated with public health.
- CLO2 : Apply ethical frameworks and principles to current policies in public health and discuss the ethical implications
- CLO3 : Recognise the links and differences between ethics and law
- CLO4 : Outline the differences between public health and clinical ethics
- CLO5 : Articulate tensions between just resource allocation and the 'rule of rescue'

#### **Detailed Assessment Description**

For a detailed assessment description, please see Moodle.

#### **Submission notes**

A short extension of two days is available for this assessment task.

#### **Assessment information**

Artificial intelligence can be used for simple editing assistance.

For this assessment task, you are permitted to use standard editing and referencing functions in word processing software. This includes spelling and grammar checking and reference citation generation in the creation of your submission. You must not use any functions that generate or

paraphrase [or translate] passages of text, whether based on your own work or not. Please note that your submission will be passed through an AI-generated text detection tool. If your marker has concerns that your answer contains passages of AI-generated text you may be asked to explain your work. If you are unable to satisfactorily demonstrate your understanding of your submission you may be referred to UNSW Conduct & Integrity Office for investigation for academic misconduct and possible penalties.

#### **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. Exceptions may apply. Please refer to your individual task description for exceptions..

## 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 courses, 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 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 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 1 : 12 February - 18 February	Lecture	View online lectures
	Online Activity	Post in online discussion (up to 300 words)
	Tutorial	Attend tutorial
	Reading	Complete all required readings
Week 2 : 19 February - 25 February	Lecture	Watch online lectures
	Online Activity	Complete discussion post (up to 300 words)
	Tutorial	Attend tutorial
	Reading	Complete required readings
Week 3 : 26 February - 3 March	Lecture	Watch online lectures
	Online Activity	Complete online discussion posts (up to 300 words)
	Tutorial	Attend tutorial
	Reading	Complete required readings
Week 4 : 4 March - 10 March	Lecture	Watch online lectures
	Online Activity	Complete weekly discussion post (up to 300 words)
	Tutorial	Attend tutorial
	Reading	Complete required readings
Week 5 : 11 March - 17 March	Lecture	Watch online lectures
	Online Activity	Complete weekly discussion post (up to 300 words)
	Tutorial	Attend tutorial
	Reading	Complete required readings
	Assessment	Complete online quiz by due date
Week 6 : 18 March - 24 March	Other	Flexi-week, no new content
Week 7 : 25 March - 31 March	Lecture	Watch online lectures
	Online Activity	Post in weekly discussion forums (up to 300 words)
	Tutorial	Attend tutorial
	Project	Complete required readings
Week 8 : 1 April - 7 April	Lecture	Watch online lectures
	Online Activity	Post in weekly discussion forum (up to 300 words)
	Tutorial	Attend tutorial
	Reading	Complete required readings
	Assessment	Complete Assessment 2 and submit by due date
Week 9 : 8 April - 14 April	Lecture	Watch online lectures
	Online Activity	Post in weekly discussion forum (up to 300 words)
	Tutorial	Attend tutorial
	Reading	Complete required readings
Week 10 : 15 April - 21 April	Lecture	Watch online lectures
	Tutorial	Attend tutorial
	Reading	Complete required readings
	Assessment	Complete and submit Assessment 3 by the due date
Week 11 : 22 April - 28 April	Assessment	Complete and submit Assessment 4 by the due date

## Attendance Requirements

Students are strongly encouraged to attend all classes and review lecture recordings.

# 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 (if relevant).

## Course Resources

### Prescribed Resources

Prescribed online resources and readings for this course are provided on the course Moodle page.

### Recommended Resources

Recommended resources for this course are provided on the course Moodle page.

**ENDNOTE:** As a UNSW student Endnote is freely available to you. If you don't already use Endnote you are recommended to download it and learn it now: <https://www.myit.unsw.edu.au/software-students>

You can find details about Endnote training here: <https://www.library.unsw.edu.au/research/support-for-your-research/managing-references>

### Additional Costs

There are no additional costs associated with this course.

## 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	Bridget Haire		Kirby Institute, level 6 room 617	(02) 9385 1227	email for appointment	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

### 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-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 Open Learning) 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)).