



# HSYP8211

## Professional Practice

Session 2, Weekday attendance, On location at placement 2020

*Medicine, Health and Human Sciences Faculty level units*

### Contents

---

<a href="#">General Information</a>	2
<a href="#">Learning Outcomes</a>	2
<a href="#">General Assessment Information</a>	3
<a href="#">Assessment Tasks</a>	4
<a href="#">Delivery and Resources</a>	5
<a href="#">Policies and Procedures</a>	6

#### Disclaimer

Macquarie University has taken all reasonable measures to ensure the information in this publication is accurate and up-to-date. However, the information may change or become out-dated as a result of change in University policies, procedures or rules. The University reserves the right to make changes to any information in this publication without notice. Users of this publication are advised to check the website version of this publication [or the relevant faculty or department] before acting on any information in this publication.

#### Notice

As part of [Phase 3 of our return to campus plan](#), most units will now run tutorials, seminars and other small group learning activities on campus for the second half-year, while keeping an online version available for those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face and online activities for your unit, please go to [timetable viewer](#). To check detailed information on unit assessments visit your unit's iLearn space or consult your unit convenor.

## General Information

Unit convenor and teaching staff

Unit Convenor

Rimante Ronto

[rimante.ronto@mq.edu.au](mailto:rimante.ronto@mq.edu.au)

lvl 3, 75 Talavera Road

By appointment only

Credit points

30

Prerequisites

Permission by special approval

Corequisites

HSYP8210

Co-badged status

Unit description

This unit is offered on a pass/fail basis.

This unit provides MPH students with an opportunity to gain experience in the Public Health workplace. By undertaking this placement you will have the opportunity to contribute to real-world initiatives in areas as diverse as policy, research, health promotion, and advocacy.

Tasks may involve ethics submissions, program development, program evaluation, literature reviews, and stakeholder engagement. You will have the opportunity to discuss and plan your placement with MQ staff and workplace supervisors. Placement will consist of approximately 10 weeks of full-time work.

Tasks and learning outcomes for this unit are integrated with those for the Professional Practice Capstone HSY8210.

Entry to this unit is by application. Students intending to enroll in the unit should consult with the Unit Convenor.

## Important Academic Dates

Information about important academic dates including deadlines for withdrawing from units are available at <https://www.mq.edu.au/study/calendar-of-dates>

## Learning Outcomes

On successful completion of this unit, you will be able to:

**ULO1:** Demonstrate the ability to work effectively in the partner organisation.

**ULO2:** Demonstrate the understanding of the requirements for developing a workplan related to public health professional practice.

**ULO3:** Communicate effectively with public health professionals.

**ULO4:** Critically evaluate ability to effectively work within a public health organisation

## General Assessment Information

Information concerning Macquarie University's assessment policy is available at <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/assessment>. Grade descriptors and other information concerning grading requirements are contained in Schedule 1 of the Macquarie University Assessment Policy.

To pass this unit, students must demonstrate sufficient evidence of achievement of the learning outcomes and attempt all assessment tasks.

Further details for each assessment task will be available on iLearn, including marking rubrics.

All final grades in the department of Health Systems and Populations are determined by a grading committee and are not the sole responsibility of the Unit Convenor.

Students will be awarded one of these grades plus a Standardised Numerical Grade (SNG). The SNG is not necessarily a summation of the individual assessment components. The final grade and SNG that are awarded reflect the corresponding grade descriptor in Schedule 1 of the Assessment Policy.

### Extensions for Assessment tasks

Applications for assessment task extensions must be submitted via [www.ask.mq.edu.au](http://www.ask.mq.edu.au). For further details please refer to the Disruption to Studies Policy available at <https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policies/disruption-to-studies>.

### Late Submission of Work

All assignments which are officially received after the due date, and where no extension has been granted by the course convenor or tutor, will incur a deduction of 5% for the first day including the actual day on which the work is received, and 5% for each subsequent day. Weekends and public holidays are included. Late penalty is capped at 50%. For example:

Due date	Received	Days late	Deduction	Raw mark	Final mark
Friday 14th	Saturday 15th	1	5%	75%	70%
Friday 14th	Monday 17th	3	15%	75%	60%

Friday 14th	Tuesday 25th	11	50% (capped)	75%	25%
-------------	--------------	----	--------------	-----	-----

## Assessment Tasks

Name	Weighting	Hurdle	Due
<a href="#">Placement work plan</a>	20%	No	Week 4
<a href="#">Placement portfolio</a>	40%	No	Week 10
<a href="#">Supervisors Report</a>	40%	No	Week 13

### Placement work plan

Assessment Type <sup>1</sup>: Plan

Indicative Time on Task <sup>2</sup>: 25 hours

Due: **Week 4**

Weighting: **20%**

The work plan will provide the framework for the placement, it is to be written at beginning of the placement in conjunction with the placement supervisor and can be revised over the duration of the placement.

On successful completion you will be able to:

- Demonstrate the ability to work effectively in the partner organisation.
- Demonstrate the understanding of the requirements for developing a workplan related to public health professional practice.
- Communicate effectively with public health professionals.

### Placement portfolio

Assessment Type <sup>1</sup>: Portfolio

Indicative Time on Task <sup>2</sup>: 40 hours

Due: **Week 10**

Weighting: **40%**

This assessment will focus on how the student engaged within the organisation and lessons learned. This includes weekly reporting on engagement with the work place including discussions regarding skills development, challenges faced and overcome, and a summary of the main accomplishments and key learnings and reflections.

On successful completion you will be able to:

- Demonstrate the ability to work effectively in the partner organisation.
- Demonstrate the understanding of the requirements for developing a workplan related to

public health professional practice.

- Communicate effectively with public health professionals.
- Critically evaluate ability to effectively work within a public health organisation

## Supervisors Report

Assessment Type <sup>1</sup>: Work-integrated task

Indicative Time on Task <sup>2</sup>: 0 hours

Due: **Week 13**

Weighting: **40%**

At the completion of the placement, supervisors will provide a formal assessment of the student's performance against the agreed work plan and learning objectives.

On successful completion you will be able to:

- Demonstrate the ability to work effectively in the partner organisation.
- Demonstrate the understanding of the requirements for developing a workplan related to public health professional practice.
- Communicate effectively with public health professionals.
- Critically evaluate ability to effectively work within a public health organisation

---

<sup>1</sup> If you need help with your assignment, please contact:

- the academic teaching staff in your unit for guidance in understanding or completing this type of assessment
- the [Writing Centre](#) for academic skills support.

<sup>2</sup> Indicative time-on-task is an estimate of the time required for completion of the assessment task and is subject to individual variation

## Delivery and Resources

### Unit Organisation

This is a ten credit point unit run over a 13 week session. Further information is available via the HSY8210 online Learning Management System (LMS) iLearn <http://ilearn.mq.edu>.

### Readings

The readings for each week will be listed in iLearn using the Leganto system. Leganto is the reading list management system, which you can access through your iLearn unit. More information on Leganto is available here: <http://libguides.mq.edu.au/leganto>

Readings marked as 'required' are essential for completion in the marked week. Some readings

may be included that are marked as 'recommended' or 'secondary sources', these are additional materials that may be of interest to you. Please use these at your discretion.

## Technology and equipment

### Off-campus

To study optimally when off campus you will need to have access to a reliable internet connection to retrieve unit information and at times to join interactive session (eg zoom) or submit assessment tasks via iLearn.

### On-campus

Teaching rooms are equipped with state of art audio-visual and ICT equipment including internet connection, high quality video cameras and multiple LCD screens.

## Policies and Procedures

Macquarie University policies and procedures are accessible from [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central). Students should be aware of the following policies in particular with regard to Learning and Teaching:

- [Academic Appeals Policy](#)
- [Academic Integrity Policy](#)
- [Academic Progression Policy](#)
- [Assessment Policy](#)
- [Fitness to Practice Procedure](#)
- [Grade Appeal Policy](#)
- [Complaint Management Procedure for Students and Members of the Public](#)
- [Special Consideration Policy](#) (**Note:** *The Special Consideration Policy is effective from 4 December 2017 and replaces the Disruption to Studies Policy.*)

Students seeking more policy resources can visit the [Student Policy Gateway \(https://students.mq.edu.au/support/study/student-policy-gateway\)](https://students.mq.edu.au/support/study/student-policy-gateway). It is your one-stop-shop for the key policies you need to know about throughout your undergraduate student journey.

If you would like to see all the policies relevant to Learning and Teaching visit [Policy Central \(https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central\)](https://staff.mq.edu.au/work/strategy-planning-and-governance/university-policies-and-procedures/policy-central).

## Student Code of Conduct

Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: <https://students.mq.edu.au/study/getting-started/student-conduct>

## Results

Results published on platform other than [eStudent](#), (eg. iLearn, Coursera etc.) or released directly by your Unit Convenor, are not confirmed as they are subject to final approval by the University. Once approved, final results will be sent to your student email address and will be made available in [eStudent](#). For more information visit [ask.mq.edu.au](#) or if you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## Student Support

Macquarie University provides a range of support services for students. For details, visit <http://students.mq.edu.au/support/>

## Learning Skills

Learning Skills ([mq.edu.au/learningskills](http://mq.edu.au/learningskills)) provides academic writing resources and study strategies to help you improve your marks and take control of your study.

- [Getting help with your assignment](#)
- [Workshops](#)
- [StudyWise](#)
- [Academic Integrity Module](#)

The Library provides online and face to face support to help you find and use relevant information resources.

- [Subject and Research Guides](#)
- [Ask a Librarian](#)

## Student Services and Support

Students with a disability are encouraged to contact the [Disability Service](#) who can provide appropriate help with any issues that arise during their studies.

## Student Enquiries

For all student enquiries, visit Student Connect at [ask.mq.edu.au](#)

If you are a Global MBA student contact [globalmba.support@mq.edu.au](mailto:globalmba.support@mq.edu.au)

## IT Help

For help with University computer systems and technology, visit [http://www.mq.edu.au/about\\_us/offices\\_and\\_units/information\\_technology/help/](http://www.mq.edu.au/about_us/offices_and_units/information_technology/help/).

When using the University's IT, you must adhere to the [Acceptable Use of IT Resources Policy](#). The policy applies to all who connect to the MQ network including students.