HSYP8211
Professional Practice
Session 1, Weekday attendance, On location at placement 2021

Medicine, Health and Human Sciences Faculty level units

Contents

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Information</td>
<td>2</td>
</tr>
<tr>
<td>Learning Outcomes</td>
<td>2</td>
</tr>
<tr>
<td>General Assessment Information</td>
<td>3</td>
</tr>
<tr>
<td>Assessment Tasks</td>
<td>4</td>
</tr>
<tr>
<td>Delivery and Resources</td>
<td>5</td>
</tr>
<tr>
<td>Policies and Procedures</td>
<td>6</td>
</tr>
</tbody>
</table>

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 activities on campus, and most will keep an online version available to those students unable to return or those who choose to continue their studies online.

To check the availability of face-to-face 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

<table>
<thead>
<tr>
<th>Unit convenor and teaching staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unit Convenor</td>
</tr>
<tr>
<td>Rimante Ronto</td>
</tr>
<tr>
<td><a href="mailto:rimante.ronto@mq.edu.au">rimante.ronto@mq.edu.au</a></td>
</tr>
<tr>
<td>Contact via <a href="mailto:rimante.ronto@mq.edu.au">rimante.ronto@mq.edu.au</a></td>
</tr>
<tr>
<td>75 Talavera Road</td>
</tr>
<tr>
<td>By appointment only</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Credit points</th>
</tr>
</thead>
<tbody>
<tr>
<td>30</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permission by special approval</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Corequisites</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Co-badged status</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Unit description</th>
</tr>
</thead>
<tbody>
<tr>
<td>This unit is offered on a pass/fail basis.</td>
</tr>
</tbody>
</table>

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 HSYP8210.

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://students.mq.edu.au/important-dates](https://students.mq.edu.au/important-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**


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**


**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:

<table>
<thead>
<tr>
<th>Due date</th>
<th>Received</th>
<th>Days late</th>
<th>Deduction</th>
<th>Raw mark</th>
<th>Final mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday 14th</td>
<td>Saturday 15th</td>
<td>1</td>
<td>5%</td>
<td>75%</td>
<td>70%</td>
</tr>
<tr>
<td>Friday 14th</td>
<td>Monday 17th</td>
<td>3</td>
<td>15%</td>
<td>75%</td>
<td>60%</td>
</tr>
</tbody>
</table>
Assessment Tasks

<table>
<thead>
<tr>
<th>Name</th>
<th>Weighting</th>
<th>Hurdle</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Placement work plan</td>
<td>20%</td>
<td>No</td>
<td>Week 4</td>
</tr>
<tr>
<td>Placement portfolio</td>
<td>40%</td>
<td>No</td>
<td>Week 10</td>
</tr>
<tr>
<td>Supervisors Report</td>
<td>40%</td>
<td>No</td>
<td>Week 13</td>
</tr>
</tbody>
</table>

Placement work plan

Assessment Type 1: Plan
Indicative Time on Task 2: 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 1: Portfolio
Indicative Time on Task 2: 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 1: Work-integrated task
Indicative Time on Task 2: 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

1 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 Learning Skills Unit for academic skills support.

2 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 HSYP8211 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://policies.mq.edu.au). 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

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

To find other policies relating to Teaching and Learning, visit Policy Central (https://policies.mq.edu.au) and use the search tool.

Student Code of Conduct
Macquarie University students have a responsibility to be familiar with the Student Code of Conduct: https://students.mq.edu.au/admin/other-resources/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

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) 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 Enquiry Service

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

Equity 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.

IT Help

For help with University computer systems and technology, visit 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.