

UQ MEDICINE

YEAR 1 OBSERVERSHIP

2020 Student Handbook

United in our quest
to make a global
difference in health
outcomes.



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—● Welcome



Dr Martin Wolley
Academic Coordinator Year 1
Observership
Faculty of Medicine
The University of Queensland

Welcome to the Observership Handbook!

This handbook and the associated [website](#) contain information to assist you with the organisation of your Year 1 Observership placement.

The Year 1 Observership is designed to expose you to the practice of clinical medicine in a variety of settings.

Whether you complete your placement locally, intrastate, interstate, overseas, or online, I'm sure you will find it a memorable and valuable experience.

If, after reading the material provided, you still have questions, our highly experienced Placements Team is here to assist you with your enquiries. They can be contacted on med.placements@uq.edu.au.

Happy planning!



OVERVIEW

The Observership offers you the opportunity to further your personal and professional development, provides insight into health service provision, and facilitates the development lasting friendships, mentorships and networks.

The recent pandemic outbreak of COVID-19 however, has had an effect on all student placements this year, including the Observership. There has been restrictions imposed on student travel for placements, and also reduced clinical placement availability. Therefore, modifications have been made to the Observership requirements this year to ensure our students continue to have the opportunity to learn about the Australian health care system.

One of the modifications to the program this year is the option to complete a Massive Open Online Course (MOOC) [Understanding the Australian Health Care System](#). This MOOC is designed to help you understand the workings of the Australian health care system. By following in the footsteps of patient journeys, you will gain an experiential understanding of how this multi-layered system operates in the context of the geographic, social and cultural landscapes of Australia and how to successfully navigate within this system.

The options for students this year are outlined in this handbook and on the [Observership website](#) which you are encouraged to review.

Finally, the Year 1 Observership is a compulsory requirement of the MD program, and failure to complete the Observership may prevent successful graduation from the MD Program.

ELIGIBILITY

Students must successfully complete #8 units, including Clinical Science 1 and Clinical Practice 1, before commencing an Observership. Students who have not completed Clinical Science 2 and Clinical Practice 2 are advised to delay their Observership until they have successfully completed these courses.

OBJECTIVES

The Year 1 Observership is designed to allow students to gain a wider perspective on medicine. Depending on the Observership, students may:

- develop a knowledge of health systems
- develop an understanding of the professional roles of a range of health care professionals
- develop an understanding of health care team dynamics, team management, and patient roles
- gain an insight into 'the life of a doctor'
- experience the practice of medicine in different environments
- develop appropriate communication skills with patients and colleague

TIMEFRAME

The Observership Period

The Year 1 Observership period begins at the conclusion of the main exam period in November 2020. All students must complete their Observership prior to the Year 2 Orientation day in 2021.

All Observership assessment items must be submitted by the student by the final day as outlined on the [Observership website](#), under 'Timeline'.

Splitting Placements

Students who undertake their Observership externally to a UQ Clinical Unit may divide their Observership into two blocks.

If the Observership is divided, the blocks do not need to be in consecutive weeks.

OBSERVERSHIP REQUIREMENTS

Due to the extraordinary circumstances of the COVID 19 pandemic, the Observership requirements for the 2020 Observership have been modified. Options for the Observership are outlined below, and are dependent on the type of student you are.

MD-Ochsner:

1. Undertake a 4-week (min. 4-hours per day) Observership placement at a UQ Clinical Unit or at a UQ Primary Care Clinical Unit General Practice, AND Complete the [Understanding the Australian Health Care System](#) MOOC*

*The MOOC can be undertaken concurrently with the above placement requirement.

OR

2. Undertake a 4-week (min. 4-hours per day) Observership placement at a UQ Clinical Unit or at a UQ Primary Care Clinical Unit General Practice, AND Self-arrange a 4-week clinical Observership placement within Australia for the remainder to make 8 weeks total.

MD-Onshore:

1. Self-arrange a 4-week clinical Observership placement within Australia or overseas[^] if government restrictions permit.

[^] Students must give careful consideration to overseas travel at this time noting non Australian citizens may not be able to re-enter the country which will impact on their ability to commence Year 2.

OR

2. Complete the [Understanding the Australian Health Care System](#) MOOC.

OR

3. Undertake one of the UQ placements:
UQ Rural Clinical School (RCS) site*; UQ Clinical Unit; UQ Primary Care Clinical Unit General Practice; or a TREE's Observership placement.

*Domestic students only

Understanding the Australian Health Care System MOOC

The MOOC is a course designed by UQ Academics, and is designed to teach students the complexities of the Australian health care system.

It focuses on:

- Explaining the structure and layers of the Australian health care system and identifies services and practitioners within it
- Outlining approaches to maintaining standards and how medicines and therapeutic goods are managed
- Outlining the roles of financing, risk and insurances and identify patient expenses
- Mapping and facilitating a patient journey within the Australian health care system
- Having skills to access reliable, up-to-date information about the Australian health care system

After completing the MOOC, students will be supplied with a completion certificate which they will submit as their assessment for the Observership.

HOW TO APPLY

Application Submission – MOOC

Students wishing to complete the MOOC *Understanding the Australian Health Care System* for their Observership need to submit an online application form, and register for the course. Instructions on how to register and the application form can be found on the [Observership website](#).

Application Submission – UQ Clinical Unit Opportunities

Students may have the opportunity to nominate their preferences for limited places at UQ Clinical Units (in Queensland, Australia). These placements are subject to availability and preference will be given to MD-Ochsner students. Students will preference their Observership placement through the Placement Management System, [Placements](#).

Application Submission – UQ Rural Clinical School

Domestic students wishing to apply for an Observership placement offered by a UQ Rural Clinical School, should email their Expression of Interest to michelle.wright@uq.edu.au, in accordance with the published [guidelines and timeline](#).

Application Submission – UQ Affiliated General Practices

The Primary Care Clinical Unit (PCCU) will attempt to source an Observership placement in our General Practice community for interested students. Students will be required to lodge an Expression of Interest (EOI) for a General Practice Observership placement.

After submitting an EOI, the PCCU team will attempt to source a placement as close as possible to the residential address of the student. The EOI form can be found on the [Observership website](#) and should be emailed directly to med.gp@uq.edu.au

Application Submission – External to UQ Clinical Units

Applications for external Observership placements are to be submitted through the Placement Management System, [Placements](#). Applications submitted through Placements are to include placement details, supervisor details and a signed Student Placement Agreement or they will not be processed by the Faculty.

Students must be supervised by a qualified Medical Practitioner or other health care provider who has agreed to act as a Supervisor, and all placements must be approved by the Faculty of Medicine, University of Queensland.

STUDENT PLACEMENT AGREEMENTS

Placements at 'non-UQ locations' (i.e. other than a UQ Clinical Unit or affiliated GP clinic) will not be approved without a Student Placement Agreement (SPA) in place (including attached Terms and Conditions). These agreements can be found on the [Observership webpage](#), under 'Documentation'.

Institutions where an Overarching Student Placement Agreement has already been implemented, do not require a One-Off Student Placement Agreement. If a student is unsure if a SPA is required please contact the Placements team.

TRAVEL

COVID-19 restrictions

Due to current government imposed restrictions on domestic and international travel, there will be limitations on how far students will be able to travel for their Observership placements. The Faculty understands however that the situation is rapidly changing, and these travel limitations may be updated as the government restrictions change. Any changes to Observership travel limitations will be updated on the [Observership website](#).

If international travel is permitted

Students are unable to travel to countries listed by the Australian Government with a travel advisory of Level 3, "Reconsider your need to travel", Level 4, "Do not travel", or Level 0, "Not rated". Similarly, placements in Low-Middle Income Countries (LMIC), as defined by the [Organisation for Economic Co-operation and Development \(OECD\)](#), are also not permitted, with the exception of placements organised by "Work the World".

If the placement is outside of Australia, students are required to register with [International SOS](#). UQ International SOS offers UQ travellers 24/7 pre-departure medical, safety and security information and advice. International SOS also provide both routine and emergency assistance when UQ's people are travelling. In addition, International SOS will help UQ locate and confirm the safety of its travellers in time of crisis both domestically and internationally. There is no additional cost to UQ travellers to access International SOS, all costs are centrally funded.

EXPECTATIONS OF STUDENTS

Students should familiarise themselves with the UQ ["Fitness to Practise" policy](#) before commencing a placement.

Students should at all times be dressed in suitable attire that complies with the dress codes applicable to their placement. If no dress code is available, students should follow the [Medical Student Dress Code](#).

Students must behave in a professional and appropriate manner at all times during their Observership. Students are expected to familiarise themselves with the placement's OH&S requirements and any other staff expectations.

Students must communicate appropriately and professionally at all times while on their placement.

Absentees

If students are to be absent from their Observership for any reason, they must notify the Site/Supervisor and the UQ Medicine Placements team. Any time missed must be made up in order to satisfy the requirements of the placement. If students are absent for ill health, they are required to supply a medical certificate and make up the time. Attendance is an AMC requirement by which



students must strictly abide.

ASSESSMENT OF THE OBSERVERSHIP

Student Feedback Report

Students on placement are encouraged to submit the online “*Student Feedback Form*” in the final week of their placement/s. This report includes questions about the placement experience, and provides a chance to include any feedback regarding the placement.

The link to the form can be found on the Observership [website](#), under ‘Evaluations and Assessment’.

Supervisor Evaluation Form

Students on placement are required to ensure a “*Supervisor Evaluation Form*” is completed on their behalf. Supervisors will be emailed an online link supplied through the faculty, however it is the Students responsibility to ensure their Supervisor completes the form. If your host site does not have access to the internet, a PDF version is available under the ‘Evaluations and Assessment’ tab on the Observership [website](#). The completed form is to be submitted to the link on the year 1 blackboard site under the ‘Observership’ tab.

MOOC Certificate of Completion

If students are completing the MOOC as part of their Observership, they are required to submit their certificate of completion after successfully completing the program.

The Supervisor Evaluation form and the MOOC Certificate of Completion must be successfully completed and submitted prior to the start of the second year of the MD program. Failure to successfully complete the Observership may prevent graduation from the MD program.

UNSATISFACTORY COMPLETION OF THE OBSERVERSHIP

The University acknowledges that students learn and progress at different stages and that their experiences will vary. Students who have not performed or do not demonstrate an accepted level of knowledge to advance in their studies may be marked by their Supervisor as a “fail”. Unsatisfactory completion of the Observership could be due to poor attendance and/or attitude.

This outcome will be discussed with the student by the Academic Coordinator during a counselling session. Students may have the opportunity to undertake a remediation Observership or other remediation activities that can be arranged by the Faculty of Medicine.

Students must seek permission to complete any remediation Observership after the beginning of Year 2.

PROBLEMS THAT ARISE DURING THE OBSERVERSHIP

During the course of the Observership, situations may arise that cause concern. Please contact the Placements team at the Faculty of Medicine as soon as practicably possible for further advice.

MORE INFORMATION

Students can find further information on the Observership, including the guidelines, on the Faculty of Medicine's [Observership website](#).

If you have any questions regarding your Observership, please contact the Placements Team.

The Placements team
Faculty of Medicine
The University of Queensland
OHC Building, Herston Rd
Herston QLD 4006
E: med.placements@uq.edu.au
T: +61 7 3346 4922

Finally, we hope you enjoy your Observership!

