

# MD Observership Guidelines 2022



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## 1. Definitions

**Clinical School:** a formal organisational unit within the Faculty of Medicine, comprising of teaching hospitals and other relevant medical teaching sites within a geographical region.

**Clinical Unit:** a designated organisational subunit of a UQ Clinical School, including hospitals or other relevant medical teaching sites. Clinical Units can include both major and peripheral teaching hospitals, which are listed below:

Clinical Units	Hospitals
<b>School of Clinical Medicine</b>	
Northside	The Prince Charles Hospital, Caboolture Hospital, Redcliffe Hospital, St Vincent's Hospital, Northside
PA/Southside	Princess Alexandra Hospital, Redlands Hospital, Queen Elizabeth II Hospital, Queensland Children's Hospital
RBWH	Royal Brisbane & Women's Hospital, Queensland Children's Hospital, Toowong Private Hospital, New Farm Clinic
Mater	Mater Hospital, Queensland Children's Hospital
Greenslopes	Greenslopes Hospital, Queensland Children's Hospital, The Park Centre for Mental Health
Ipswich	Ipswich Hospital, Queensland Children's Hospital
Primary Care	Various General Practices throughout South-East Queensland
<b>Rural Clinical School</b>	
Bundaberg	Bundaberg Hospital
Hervey Bay	Hervey Bay Hospital
Toowoomba	Toowoomba Hospital
Rockhampton	Rockhampton Hospital

**MD:** Doctor of Medicine Program at The University of Queensland.

**MD-Onshore:** Doctor of Medicine Program at The University of Queensland in which students are required to undertake Phase 2 at the School of Clinical Medicine or Rural Clinical School in Queensland, Australia.

**MD-Ochsner:** Doctor of Medicine Program at The University of Queensland in which students are required to undertake Phase 2 at the Ochsner Clinical School (OCS) operating in New Orleans, USA.

**Observership:** Year 1 MD Observership placement

**Student:** A student enrolled in or undertaking courses in the MD Program

**Supervisor:** A suitably qualified clinician or allied health professional who is responsible for day-to-day supervision and evaluation of the Student whilst on placement

## 2. Overview

The Observership offers MD-Ochsner students the opportunity to gain exposure to the practice of medicine in a variety of settings within Australia, prior to returning to the United States for the clinical placement phase of the program in Years 3 and 4. It gives students the opportunity to further their personal and professional development, gain insight into health service provision in Australia, observe the day to day work of doctors in hospital and community facilities, and develop lasting friendships, mentorships and networks.

## 3. Program Eligibility and Requirements

- 3.1 The Observership is a compulsory requirement for students in the MD-Ochsner program.
- 3.2 To successfully meet the Observership program requirements, students must complete both a:
  - **Summer Block Observership** placement in Australia at the end of Year 1, and
  - **Longitudinal Semester Observership** placement at a UQ Clinical Unit in Australia.
- 3.3 Students must successfully complete #8 units, including Clinical Science 1 and Clinical Practice 1, before commencing their Observership placements. Students will be required to delay their Observership until they have successfully completed these courses.
- 3.4 Students must adhere to the [MD Program Participation Guidelines](#) whilst undertaking their Observership placement. Students should notify the Faculty of any absence as soon as they are aware that they will not be participating, by completing the online [Absence Notification form](#).
- 3.5 Failure to successfully complete the Summer Block Observership placement will prevent progression to Year 2 of the MD Program. For further information, please refer to the [MD-Ochsner Program Rules](#).
- 3.6 Students' behaviour during the Observership must meet the [standards](#) expected of the MD program.
- 3.7 Students should 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](#).

## 4. Summer Block Observership Placement

- 4.1 Students are required to attend their Summer Block Observership five (5) days per week and for a minimum of four (4) hours each day over the entire four (4) week period. Students are unable to shorten the duration by completing additional hours per day except in exceptional circumstances.
- 4.2 In order to meet AMC requirements, the Summer Block Observership placement must be clinical in nature. That is, placements are defined by being in an Observership environment where their Supervisor is involved with patient care.
- 4.3 Students are not permitted to commence their Summer Block Observership prior to the completion of the Semester 2 examination period.
- 4.4 Students are required to complete their Summer Block Observership placement prior to their Year 2 Orientation day.
- 4.5 Students may complete the Summer Block Observership at a UQ Clinical Unit or other approved location within Australia, if government travel restrictions permit and travel is approved by the Faculty.
- 4.6 Students are responsible for all costs related to the Observership (e.g. travel, accommodation).

### UQ Clinical Unit

- 4.7 Students will be provided with the opportunity to preference from a number of Summer Block Observership placements offered at UQ Clinical Units (in metropolitan Brisbane, Australia). These placements will be allocated at the discretion of the Faculty and are subject to availability.
- 4.8 Preferencing for Summer Block Observerships offered by a UQ Clinical Units (excluding Primary Care) must be made in accordance with the published [guidelines and timeline](#).
- 4.9 Students will be provided the opportunity to rank order their preferred Summer Block Observership at UQ Clinical Units, through the Placement Management System, [Placements](#).
- 4.10 UQ Clinical Unit placements will be a minimum of 4 hours per day, five days per week, for the duration of the placement. Please note that students may be expected to attend placement for up to 8 hours per day and this is at the discretion of the supervising clinician.
- 4.11 Students are not permitted to organise their own Summer Block Observership at sites associated with UQ Clinical Units with the exception of those sites listed in Section 4.12 and 4.14 below.
- 4.12 Students are permitted to organise their own Summer Block Observership placement at New Farm Clinic, Toowong Private Hospital, The Park Centre for Mental Health and St Vincent's Hospital, Northside. Students who wish to undertake their Observership placement at one of these sites will need to gain approval from the supervising clinician, followed by approval from the relevant Head of that Clinical Unit before submitting an application to the Faculty. Approval will be at the discretion of the Clinical Unit Head and subject to approval of the Academic Coordinator.

## External to UQ Clinical Unit (Self-Arranged)

- 4.13 Students undertaking their Summer Block Observership at a location external to a UQ Clinical Unit are responsible for sourcing their own Observership.
- 4.14 Students who wish to arrange their Summer Block Observership in a General Practice setting must first contact the Primary Care Clinical Unit (PCCU) for advice about how to proceed ([med.gp@uq.edu.au](mailto:med.gp@uq.edu.au)). Students must not contact GPs directly before contacting the PCCU.
- 4.15 Students who undertake their Summer Block Observership at a location external 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.
- 4.16 Students must be supervised by a registered clinician or allied health professional.
- 4.17 The Faculty reserves the right to rescind approval should government travel restrictions change.
- 4.18 Applications for Observerships at external locations must be made in accordance with the published [guidelines and timelines](#).
- 4.19 Applications must be submitted electronically via the Placement Management System, [Placements](#).
- 4.20 Students are required to provide a completed copy of the 2022 Observership Student Placement Agreement (SPA), signed by their intended host organisation with their application. Students can find the SPA form and instructions on the [Observership website](#) (see 'Documentation'). Without a fully completed and signed SPA, the placement will not be approved. Once submitted, the Placements team will arrange the UQ countersignature.
- 4.21 The Faculty has a number of pre-approved locations published on the [placements website](#) (see 'Locations'). Students undertaking their Observership at these locations do not need to arrange an SPA.
- 4.22 If you have an existing relationship of any nature with your Supervisor, you are required declare this to the university in order to avoid any conflict of interest claims. Your Supervisor may also be asked to complete a 'Conflict of Interest' form, which will be subject to approval by the Executive Dean.

## 5. Longitudinal Semester Observership Placement

- 5.1 Students must complete a Longitudinal Semester Observership placement at a UQ Clinical Unit in Australia, in either Semester 2 of Year 1, or Semester 1 of Year 2.
- 5.2 Students are required to attend this placement for a half day each week, for a minimum of 8 weeks, during the applicable semester.
- 5.3 Students will be allocated to a given Semester and UQ Clinical Unit (in metropolitan Brisbane, Australia), at the discretion of the Faculty.
- 5.4 Students are unable to self-arrange their own Longitudinal Semester Observership.

## 6. Assessments and Feedback

- 6.1 In order to successfully complete this program requirement, students must submit a completed Supervisor Assessment form for each placement.
- 6.2 A PDF version of the Supervisor Assessment form is made available to students under the Evaluations and Assessment tab on the placements website.
- 6.3 It is the responsibility of the student to upload this form to the appropriate Blackboard website for marking by the Academic Coordinator.
- 6.4 Students are encouraged to seek feedback from their Supervisor to enhance their learning and also ensure their Supervisor completes the online form.
- 6.5 In addition, students are encouraged to submit a [Student Observership Feedback Form](#) during the final week of their placement/s.
- 6.6 Students who are graded as “fail” in any of the three domains on the Supervisor Assessment, will be required to meet with the Academic Co-ordinator to discuss the outcome of this assessment. Students may be required to complete an additional assessment task to remediate their performance.
- 6.7 Students who are graded borderline in more than 1 of the 3 domains on the Supervisor Assessment will be required to meet with the Academic Lead Year 1 (or delegate) to discuss the outcome of their assessment. Students may be required to complete an additional assessment task to remediate their performance.

## Faculty of Medicine

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