School of Medicine

DIET954: Practical Studies Nutrition and Dietetics

Subject Outline
Autumn, 2016
Flexible
Wollongong

Subject Information
Credit Points: 24
Pre-requisite(s): DIET951 & DIET952 & DIET956
Co-requisite(s): Nil
Restrictions: For Nutrition and Dietetics students only
Contact Hours: 20 weeks full time practical placement

Subject Contacts
Subject Coordinator/Lecturer

<table>
<thead>
<tr>
<th>Name:</th>
<th>Ms Meredith Kennedy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>Building 41, Room 224</td>
</tr>
<tr>
<td>Telephone:</td>
<td>61 2 4221 5032</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:meredith_kennedy@uow.edu.au">meredith_kennedy@uow.edu.au</a></td>
</tr>
<tr>
<td>Consultation mode and times:</td>
<td>Email for appointment</td>
</tr>
</tbody>
</table>

Lecturer/Demonstrator/Tutor

<table>
<thead>
<tr>
<th>Name:</th>
<th>Ms Alex McClelland</th>
</tr>
</thead>
<tbody>
<tr>
<td>Location:</td>
<td>Building 41, Room 224</td>
</tr>
<tr>
<td>Telephone:</td>
<td>61 2 4221 5262</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:alexandra_mcclelland@uow.edu.au">alexandra_mcclelland@uow.edu.au</a></td>
</tr>
<tr>
<td>Consultation mode and times:</td>
<td>Email for appointment</td>
</tr>
</tbody>
</table>

Student Support and Advice
For general enquiries please contact StudentHub 41:
Location: 41.138B
Telephone: 61 2 4221 3492
Email: smah-students@uow.edu.au
Student Consultation and Communication
University staff receive many emails each day. In order to enable them to respond to your emails appropriately and in a timely fashion, students are asked to observe basic requirements of professional communication:

Please ensure that you include your full name and student number and identify your practical class or tutorial group in your email so that staff know who they are communicating with and can follow-up personally where appropriate.

Consider what the communication is about
- Is your question addressed elsewhere (e.g. in the subject outline or, on the eLearning site)?
- Is it something that is better discussed in person or by telephone? This may be the case if your query requires a lengthy response or a dialogue in order to address. If so, see consultation times above and/or schedule an appointment.
- Are you addressing your request to the most appropriate person?

Specific email subject title to enable easy identification of issue
- Identify the subject code of the subject you are enquiring about (as staff may be involved in more than one subject) put this in the email subject heading. Add a brief, specific query reference after the subject code where appropriate.

Professional courtesy
- Address the staff member appropriately by name (and formal title if you do not yet know them).
- Use full words (avoid ‘text-speak’ abbreviations), correct grammar and correct spelling.
- Be respectful and courteous.
- Allow 3 – 4 working days for a response before following up. If the matter is legitimately urgent, you may wish to try telephoning the staff member (and leaving a voicemail message if necessary) or inquiring at the School Office.
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Section A: General Information

Subject Learning Outcomes

On successful completion of this subject, students will be able to:

<table>
<thead>
<tr>
<th>Domain 1: Practises Professionally</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Demonstrates safe practice</td>
</tr>
<tr>
<td>2. Practises within ethical and legal frameworks</td>
</tr>
<tr>
<td>3. Demonstrates professional leadership</td>
</tr>
<tr>
<td>4. Practises effectively</td>
</tr>
<tr>
<td>5. Demonstrates cultural competence</td>
</tr>
<tr>
<td>Domain 2: Positively influences the health of individuals, groups, and/or populations to achieve nutrition outcomes</td>
</tr>
<tr>
<td>6. Applies an evidence based approach to nutrition and dietetics services</td>
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<tr>
<td>7. Influences the food supply to improve the nutritional status of individuals, groups and/or populations</td>
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<tr>
<td>8. Facilitates optimal food choice and eating behaviours for health</td>
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<tr>
<td>Domain 3: Applies critical thinking and integrates evidence into practice</td>
</tr>
<tr>
<td>9. Uses best available evidence to inform practice</td>
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<tr>
<td>10. Conducts research, evaluation and quality improvement processes using appropriate methods</td>
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<tr>
<td>11. Domain 4: Collaborates with clients and stakeholders</td>
</tr>
<tr>
<td>12. Communicates appropriately with individuals, groups, organisations and communities from various cultural, socioeconomic, organisational and professional backgrounds</td>
</tr>
<tr>
<td>13. Builds capacity of, and collaborates with, others to improve nutrition and health outcomes</td>
</tr>
<tr>
<td>14. Collaborates within and across teams effectively</td>
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Subject Description

This subject comprises a practicum of at least 20 weeks duration which is spent in hospitals, community health centres, and other food-related organisations. Students will be under the supervision of experienced practitioners appropriate to the placement requirements. This placement is designed to develop the student's skills and competencies in a range of areas including specialised therapeutic diets and the provision of community nutrition programs. It also provides the students with opportunities to rehearse and demonstrate both interviewing and counselling skills, as well as information and behaviours required to allow the Dietitian to operate as an independent professional. Awareness of, and behaviours consistent with the knowledge of ethics requirements, confidentiality, accountability and other responsibilities of the autonomous professional operating either independently or as a member of a multidisciplinary team should be demonstrated by the student.

eLearning Space

This subject has materials and activities available via eLearning. To access eLearning you must have a UOW user account name and password, and be enrolled in the subject. eLearning is accessed via SOLS (student online services). Log on to SOLS and then click on the eLearning link in the menu column. For information regarding the eLearning spaces please use the following link:

http://uowblogs.com/moodlelab/files/2013/05/Moodle_StudentGuide-1petpo7.pdf
Lecture, Tutorial, Laboratory Times
Dates for study days and weeks will be listed online. Check the latest information on the university web timetable via the Timetable link on the Current Students webpage or log into SOLS to view your personal timetable prior to attending classes.

All timetable information is subject to variation. Check latest timetabling information on the 'Current Student' webpage on UOW website or log into SOLS to view your personal timetable prior to attending classes.

Timetable information can be accessed from

Key University Dates can be accessed from

Readings, References and Materials
Textbooks
The following text(s) will need to be purchased by students enrolled in this class.


Prescribed Readings (includes eReadings)
The following texts are prescribed for this subject, but students are not expected to purchase these. They are available to students through the library on the subjects eLearning site.


Electronic readings for this subject are available through the library website. Visit the Catalogue via the Library link on the UOW homepage or see staff at the Information Desk in the Library for information and help with eReadings.

Materials:
Nil

Recommended Readings:
Nil

Recommended readings are not intended as an exhaustive list, students should use the Library catalogue and databases to locate additional resources.

Recent Changes to this Subject
Nil

Timetable of Topics/List of Topics Covered
As this is a placement subject the list of topics is not applicable and a timetable of topics will be supplied to students based on the type of placement they attend.
Section B: Assessment

Assessment Summary
For assessment during placement students are required to develop a portfolio of evidence addressing the National Competency Standards for Dietitians in Australia. This portfolio will include:- Competency based assessment and feedback forms, reflective practice entries, individual case management case studies, community public health nutrition and food service project reports.

<table>
<thead>
<tr>
<th>Assessment Item</th>
<th>Form of Assessment</th>
<th>Due Date</th>
<th>Return/Feedback Due Dates</th>
<th>Weighting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assessment 1</td>
<td>Portfolio of Evidence Addressing DAA National Competency Standards for Dietitians in Australia</td>
<td>During placement and at the exit interview after placement</td>
<td>Ongoing throughout placement and at the exit interview after placement</td>
<td>Satisfactory/unsatisfactory</td>
</tr>
</tbody>
</table>

Details of Assessment Tasks

The assessment task required for satisfactory completion of practical studies in nutrition and dietetics is a portfolio of evidence addressing the National Competency Standards for Dietitians in Australia. This portfolio consists of the following pieces of assessment:

Assessment 1
Portfolio of Evidence Addressing National Competencies for Dietitians in Australia
Due date During placement and at the exit interview after placement
Weighting 100%
Submission Upload an electronic copy of your portfolio to your university clinical placement co-ordinator.
Type of Collaboration Individual Assessment
Length Unlimited

Details
In order to graduate, each student must satisfactorily complete the three placements – individual case management, community and public health nutrition and food service. To successfully complete placements, students must meet all the DAA competencies for Dietitians in Australia. Evidence of how the student has met these competencies during their placements is to be included in a portfolio. Evidence will include the following:- Competency based assessment and feedback forms completed by placement supervisors; Reflective practice entries completed by students; Case studies or other relevant documentation of the nutrition care process provided to an individual patient or client by the student during individual case management placement; Project reports or other relevant documentation from public health nutrition and food service placements completed by students; Peer, client and other relevant stakeholder evaluations of student performance whilst on placement.
Copies of forms to be used in the evidence portfolio and details of assessments required for each type of placement can be found in the Placement Manual.

Style and format Portfolio
Subject Learning Outcomes The assessment meets all the Subject Learning Outcomes for this subject
Marking Criteria Satisfactory or unsatisfactory completion of portfolio Assessment tasks will be marked using explicit criteria that will be provided to students prior to submission.
Minimum Requirements for a Pass in this Subject

To achieve a pass, or satisfactory completion, in this subject students must demonstrate all of the DAA entry level competencies relevant to placement, plus achieve a satisfactory in all the assessment tasks.

The minimum performance requirements for this subject are:

- attempt all assessment tasks
- pass all assessment tasks

Minimum Student Attendance and Participation:

It is expected that students will allocate 40 hours per week to this subject, including any required class attendance, completion of prescribed readings and assessment tasks.

Student participation in practical placement is an assessable component of this course. Students who do not meet minimum participation requirements will be awarded a Technical Fail (TF) for this subject.

Students who do not meet the overall minimum performance level requirements outlined above may be given a Technical Fail (TF) grade on their academic transcript. Where a Technical Fail is awarded, the grade is displayed as TF but a mark is not displayed on the academic transcript. For the purposes of calculating a Weighted Average Mark (WAM) a TF is allocated a mark of 49.

Student attendance at tutorials, practical's, seminars and/or simulations is compulsory and students must attend 100% of classes. Absences will require the submission of an application for Academic Consideration via SOLS and the presentation of suitable documentation, for example a Medical Certificate, to Student Central as soon as practical. For further details about applying for academic consideration visit the Student Central webpage:


Scaling:

Scaling will not occur in this subject.

Late Submission

Late submission of an assessment task without an approved extension of the deadline is not acceptable. If you are unable to submit an assessment due to extenuating circumstances (e.g. medical grounds or compassionate grounds), you can make an application of academic consideration. Not all circumstances qualify for academic consideration. For further details about applying for academic consideration visit the Student Central webpage:


Late Submission Penalty

Marks will be deducted for late submission at the rate of 5% of the total possible marks for that particular assessment task per day. This means that if a piece of work is marked out of 100, then the late penalty will be 5 marks per day (5% of 100 possible marks per day). The formula for calculating the late penalty is: the total possible marks x 0.05 x number of days late. For the purposes of this policy a weekend (Saturday and Sunday) will be regarded as two days.

For example:

- Student A submits an assessment which is marked out of 100. The assessment is submitted 7 days late. This means that a late penalty of 35 marks will apply (100 x 0.05 x 7). The assessment is marked as per normal out of 100 and is given a mark of 85/100, and then the late penalty is applied. The result is that the student receives a final mark of 50/100 for the assessment (85 (original mark) – 35 marks (late penalty) = 50/100 (final mark)).
• Student B submits a report which is marked out of 20. The report is submitted three days late. This means that a late penalty of 3 marks will apply \((20 \times 0.05 \times 3)\). The report is marked as per normal out of 20 and is given a mark of 17/20, and then the late penalty is applied. The result is that the student receives a final mark of 14/20 for the report \((17 \text{ (original mark)} - 3 \text{ marks (late penalty)} = 14/20 \text{ (final mark)})\).

No marks will be awarded for work submitted either after the assessment has been returned to the students or more than two weeks after the due date, whichever is the sooner. This does not apply to situations where a particular assessment task is undertaken by students at different times throughout the session, but where the assessment is based on experiments or case studies specific to a student. In this case no marks will be awarded for work submitted more than two weeks after the due date.

Notwithstanding this, students must complete all assessment tasks to a satisfactory standard and submit them, regardless of lateness or loss of marks, where submission is a condition of satisfactorily completing the subject.

System of Referencing Used for Written Work
The Author-Date (Harvard) referencing system should, unless otherwise specified for a particular assessment (check Details of Assessment Tasks), be utilised. A summary of the Harvard system can be accessed on the Library website at: http://public01.library.uow.edu.au/refcite/style-guides/html/

Use of Internet Sources
Students are able to use the Internet to access the most current information on relevant topics and information. Internet sources should only be used after careful critical analysis of the currency of the information, the role and standing of the sponsoring institution, reputation and credentials of the author, the clarity of the information and the extent to which the information can be supported or ratified by other authoritative sources.

Plagiarism
The full policy on Academic Integrity and Plagiarism is found in the Policy Directory on the UOW website.

“The University's Academic Integrity and Plagiarism Policy, Faculty Handbooks and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of others or cheating. Re-using any of your own work (either in part or in full) which you have submitted previously for assessment is not permitted without appropriate acknowledgement. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the university to be intentionally or recklessly helping other students to cheat. This is considered academic misconduct and students place themselves at risk of being expelled from the University.”

Submission of Assessments
Refer to the submission requirements under the details of the individual assessments. Students should ensure that they receive a receipt acknowledging submission. Students will be required to produce this in the event that an assessment task is considered to be lost. Students are also expected to keep a copy of all their submitted assessments in the event that re-submission is required.
Assessment Return

Students will be notified when they can collect or view their marked assessment. In accordance with University Policy marked assessments will usually only be held for 21 days after the declaration of marks for that assessment.
Section C: General Advice

Students should refer to the Faculty of Science, Medicine and Health website for information on policies, learning and support services and other general advice.

University Policies
Students should be familiar with the following University policies:

a. Code of Practice – Teaching and Assessment

b. Code of Practice – Research, where relevant

c. Student Charter

d. Code of Practice – Student Professional Experience, where relevant

e. Academic Integrity and Plagiarism Policy

f. Student Academic Consideration Policy

g. Course Progress Policy

h. Graduate Qualities Policy

i. Academic Complaints Policy (Coursework and Honours Students)

j. Policy and Guidelines on Non-Discriminatory Language Practice and Presentation

k. Workplace Health and Safety, where relevant

l. Intellectual Property Policy

m. IP Student Assessment of Intellectual Property Policy, where relevant

n. Human Research Ethics Guidelines, where relevant

Student Support Services and Facilities
Students can access information on student support services and facilities at the following link. This includes information on “Academic Support”, “Starting at University”, “Help at University” as well as information and support on “Career’s and Jobs”. http://www.uow.edu.au/student/services/index.html

Student Etiquette
Guidelines on the use of email to contact teaching staff, mobile phone use in class and information on the university guide to eLearning ‘Netiquette’ can be found at http://www.uow.edu.au/student/elearning/netiquette/index.html
## Version Control Table

<table>
<thead>
<tr>
<th>Version Control</th>
<th>Release Date</th>
<th>Author/Reviewer</th>
<th>Approved By</th>
<th>Amendment</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>20151102</td>
<td>Ms Meredith Kennedy – Subject</td>
<td>Mrs Sonia Losinno ADE</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Coordinator</td>
<td>Nominee</td>
<td>Final 2016 DIET954 Autumn Subject Outline</td>
</tr>
</tbody>
</table>