



FACULTY OF HEALTH SCIENCES CLINICAL PROGRESSION POLICY FOR STUDENTS

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Approved By	Faculty Meeting on 21 May 2009
Related Policy(ies)	Policy and Procedure Identifying and Supporting Students at Risk (Academic Board Policy)
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1. Purpose and Scope

To establish a multi faceted faculty-wide approach to student clinical progression that incorporates **"Policy and Procedure Identifying and Supporting Students at Risk"**, an Academic Board policy and procedure for supporting students at risk. This policy stipulates the minimum clinical progression requirements, the requirements for remediation as well as the obligations of all parties to document and maintain official records.

2. Background

Currently about 35% of Faculty of Health Sciences (FHS) students are regarded as non standard enrolments, which means that these students are not following their respective course recommended sequence of units of study.

Student progression through the academic and clinical units of study may not be aligned which can impact on the quality of the student learning experiences and their progression as well as potentially resulting in student grievances and appeals.

Clinical experience often exposes issues about students that may not have been necessarily captured and/or disclosed at time of enrolment.

3. Proposal

It is proposed to introduce a formal faculty-wide mandated structure of remediation meetings with students who are at risk of failing a clinical placement and to document these remediation sessions with formal Learning Contracts that are centrally recorded.

The Academic Board Policy and Procedure Identifying and Supporting Students at Risk states progression requirements and methods of monitoring this progress. The Student at Risk program is based on semester by semester results and is managed through Student Central.

4. Progression rules

- 4.1** Failure in two clinical or professional fieldwork units of study, or one clinical and professional fieldwork unit of study twice, shall normally prevent ongoing enrolment in a professional right of practice course.

Students who fail two clinical or professional fieldwork units of study, or one unit of study twice, will be required to meet with the relevant Associate Dean Learning and Teaching, and the Sub Dean Clinical & Professional Fieldwork to discuss their enrolment options.

- 4.2** The Faculty reserves the right not to place a student in a clinical placement or other professional experience setting in any instance where the performance, personal or professional conduct of the student does not meet the required standard, regardless of the fact that the student may be enrolled in the unit.

5. Protocol for Students who are at risk of failure

- 5.1. If a student's mid unit assessment or the site educator identifies a risk of failure, then this will trigger student 'at risk' (potentially equivalent to their first or next At Risk stage). The following initial structured remediation procedures will occur:**

5.1.1 Site Educator of student will contact the FHS Clinical Educator

- 5.1.2 FHS Clinical Educator will contact the student and site educator to discuss issues and agree on strategies
- 5.1.3 A Learning Contract with minimum requirements to pass the Unit of study will be agreed upon by all parties (Student, FHS Clinical educator and site educator)
- 5.1.4 Consequences of failure to achieve goals will be discussed and the Learning Contract will be fully explained
- 5.1.5 The contract will be recorded on the student TRIM file

No further action will be taken if a student achieves the Learning Contract goals.

5.2. *If a student has not achieved the Learning Contract goals, and therefore fails the Clinical or professional fieldwork Units of study. The following secondary structured remediation procedures will occur:*

- 5.2.1 An interview session will be conducted between the FHS Clinical educator and student to discuss strategies for remediation. This interview session will include an independent person.
- 5.2.2 The remediation will be documented and agreed to by the student
- 5.2.3 A further Learning Contract will be developed detailing agreed remediation
- 5.2.4 Future placement in clinical and professional units of study is conditional on completing the agreed remediation (Withhold placement based on rule 4.2)
- 5.2.5 The contract will be recorded on the student TRIM file
- 5.2.6 A meeting will be arranged between the student, Course Coordinator and FHS Clinical Educator to discuss consequences of a further failure on the student's continued enrolment and ensure the student has adequate support
- 5.2.7 For courses which have multiple clinical and professional units of study within a semester, clinical administrators will notify Student Central the details of any failure within 2 weeks of completing the placement
- 5.2.8 At the end of each semester the student's details will be added to the list of student failures in Clinical or Professional fieldwork Units of Study record maintained by Student Central.

If the student achieves a pass all subsequent Clinical or professional fieldwork units of study, no further action will take place, notwithstanding any other At Risk identification.

5.3. *A student with one failed clinical and professional unit of study and completes the remediation, will be allowed to undertake another clinical or professional unit of study. If the student is identified at mid unit or other time by the site educator as at risk of potential failure the following remediation steps will be undertaken.*

- 5.3.1. Site Educator of student will contact the FHS Clinical Educator
- 5.3.2. FHS Clinical Educator will contact the student and site educator to discuss issues and agree on strategies
- 5.3.3. A Learning Contract with minimum requirements to pass the Unit of study will be agreed upon by all parties (Student, FHS Clinical educator and site educator)
- 5.3.4. Consequences of failure to achieve goals will be discussed and the Learning Contract will be fully explained
- 5.3.5. FHS Clinical Educator will also contact the course coordinator to ensure appropriate support is given to the student
- 5.3.6. The contract will be recorded on the student TRIM file

No further action will be taken if a student achieves the Learning Contract goals and completes all other clinical and professional fieldwork units of study successfully, not withstanding any other At Risk identification.

5.4. A student who fails two clinical or professional fieldwork units of study, or one clinical and professional fieldwork unit of study twice, shall normally prevent ongoing enrolment in a professional right of practice course.

5.4.1. A meeting with the relevant Associate Dean Learning and Teaching and Sub Dean Clinical and Professional Fieldwork and student will be held to review the student's enrolment options.

Students will retain all rights to appeal an academic result in a clinical or professional unit of study and will need to follow the Faculty's policies for appeal of academic decisions.