Faculty of Education and Arts  
School of Humanities & Social Science  
http://www.newcastle.edu.au/school/hss/

Newcastle Campus  
University Drive,  
Callaghan 2308  
Room: MC127 McMullin Building  
Phone: 4921 5213  
Office hours: 9:00am – 5:00pm  
Fax: +61 4921 6933  
Email: Humanities-SocialScience@newcastle.edu.au  
Web: http://www.newcastle.edu.au/school/hss/

SPTH3080 - Clinical Practice  
Course Outline

Course Co-ordinator:  Dr Liz Spencer  
Room:    GP1.15  
Ph:       4921 5161  
Fax:     4921 7386  
Email:     Elizabeth.Spencer@newcastle.edu.au  
Consultation hours:  Mon, 10am-1pm, Tues 2-4pm, or by appointment (email or phone for appointment)

Tutorials in this course will be provided by:  
Dr Liz Spencer  
Associate Professor Alison Ferguson

Semester  Semester 1 - 2008  
Unit Weighting  10  
Teaching Methods  Practical

Brief Course Description  
Students undertake supervised face-to-face clinical experience with adult speech and language disordered caseloads. If available, caseload may include adults with fluency disorders, voice disorders (child/adult), or with communication disorders relating to developmental disability. Some placements may also continue to provide experience with paediatric caseloads. Clinical experience placements are usually in speech pathology student units either in community/hospital settings or in the Speech Pathology Service on-campus, and attendance for up to two days (8.30am - 5pm) each week may be required. One hour a week will be spent in tutorials on-campus to assist with the preparation for clinical placement experiences and the facilitation of links between academic/clinical knowledge.

Contact Hours  
Clinical for 15 Hours per Week for the Full Term

Course Outline Issued and Correct as at: Week 1, Semester 1 - 2008  
CTS Download Date: 12 Feb 2008
Learning Materials/Texts
Recommended text

Course Objectives
Upon successful completion of this subject, students will be able to:
1. Demonstrate progress from beginning levels of clinical competence toward intermediate levels of competence across all units of the Competency Based Occupational Standards for Speech Pathologists - Entry level in terms of independence, caseload complexity, efficiency, and critical/creative thinking.
2. Experience (directly or indirectly) clinical management of a range of speech, language, voice, fluency or swallowing disorders in adults.
3. Communicate their observations and clinical findings verbally and in writing in a professional and ethical manner.
4. Demonstrate professional and ethical behaviour appropriate to the policies and procedures of the clinical placement setting.

Course Content
This subject provides clinical practice experience with primarily adult clinical populations. The student is supervised by a qualified speech pathologist. The student has the opportunity to observe and work directly with adults with a range of impairments, activity limitations and participation restrictions related to speech, language, voice, fluency, and swallowing. Students will be involved with the planning and delivery of services for assessment and treatment of individual cases, have the opportunity to participate in a range of service delivery/case management models, as well as providing community education.

Assessment Items

<table>
<thead>
<tr>
<th>Other: (please specify)</th>
<th>1. Progress Indicators (Competency-based performance assessment) Pass/Fail Mid- and end of placement</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2. Record of Range of Experience (Record of supervised direct and indirect clinical hours across the range indicators) Ungraded requirement End of placement</td>
</tr>
<tr>
<td></td>
<td>3. Record of Additional Clinical Experience Ungraded requirement End of placement</td>
</tr>
<tr>
<td></td>
<td>4. Portfolio (written critical evaluation of clinical experience and learning) 75% To be submitted within 2 weeks of finishing clinical placement.</td>
</tr>
<tr>
<td></td>
<td>5. Viva examination (Verbal examination following case observation) 25% Week 14</td>
</tr>
</tbody>
</table>

Assumed Knowledge
SPTH1110, HUBS2512, SPTH2080

Callaghan Campus Timetable
SPTH3080
CLINICAL PRACTICE
Enquiries: School of Humanities and Social Science
Semester 1 - 2008
Clinical and Clinical and Clinical and Tutorial or Tuesday
Monday Wednesday Friday Tuesday
90:00 - 17:00 90:00 - 17:00 90:00 - 17:00 11:00 - 12:00 [GP2-12/14]
Commences Commences Commences Week 2 Week 2
Plagiarism
University policy prohibits students plagiarising any material under any circumstances. A student plagiarises if he or she presents the thoughts or works of another as one’s own. Without limiting the generality of this
definition, it may include:

· copying or paraphrasing material from any source without due acknowledgment;
· using another's ideas without due acknowledgment;
· working with others without permission and presenting the resulting work as though it was completed independently.

Plagiarism is not only related to written works, but also to material such as data, images, music, formulae, websites and computer programs.

Aiding another student to plagiarise is also a violation of the Plagiarism Policy and may invoke a penalty.

For further information on the University policy on plagiarism, please refer to the Policy on Student Academic Integrity at the following link -


The University has established a software plagiarism detection system called Turnitin. When you submit assessment items please be aware that for the purpose of assessing any assessment item the University may -

· Reproduce this assessment item and provide a copy to another member of the University; and/or
· Communicate a copy of this assessment item to a plagiarism checking service (which may then retain a copy of the item on its database for the purpose of future plagiarism checking).
· Submit the assessment item to other forms of plagiarism checking

**Written Assessment Items**

Students may be required to provide written assessment items in electronic form as well as hard copy.

**Extension of Time for Assessment Items, Deferred Assessment and Special Consideration for Assessment Items or Formal Written Examinations**

Students are required to submit assessment items by the due date, as advised in the Course Outline, unless the Course Coordinator approves an extension of time for submission of the item. University policy is that an assessment item submitted after the due date, without an approved extension, will be penalised.

Any student:

1. who is applying for an extension of time for submission of an assessment item on the basis of medical, compassionate, hardship/trauma or unavoidable commitment; or
2. whose attendance at or performance in an assessment item or formal written examination has been or will be affected by medical, compassionate, hardship/trauma or unavoidable commitment;

must report the circumstances, with supporting documentation, to the appropriate officer following the instructions provided in the Special Circumstances Affecting Assessment Procedure - Policy 000641.

Note: different procedures apply for minor and major assessment tasks.

Please go to the Policy at http://www.newcastle.edu.au/policylibrary/000641.html for further information, particularly for information on the options available to you.

Students should be aware of the following important deadlines:

· **Requests for Special Consideration** must be lodged no later than 3 working days after the due date of submission or examination.
· **Requests for Extensions of Time on Assessment Items** must be lodged no later than the due date of the item.
Requests for Rescheduling Exams must be received in the Student Hub no later than ten working days prior the first date of the examination period.

Your application may not be accepted if it is received after the deadline. Students who are unable to meet the above deadlines due to extenuating circumstances should speak to their Program Officer in the first instance.

Changing your Enrolment

The last dates to withdraw without financial or academic penalty (called the HECS Census Dates) are:

For semester 1 courses: 31 March 2008
For semester 2 courses: 31 August 2008
For Trimester 1 courses: 18 February 2008
For Trimester 2 courses: 9 June 2008
For Trimester 3 courses: 22 September 2008
For Trimester 1 Singapore courses: 3 February 2008
For Trimester 2 Singapore courses: 25 May 2008

Students may withdraw from a course without academic penalty on or before the last day of semester. Any withdrawal from a course after the last day of semester will result in a fail grade.

Students cannot enrol in a new course after the second week of semester/trimester, except under exceptional circumstances. Any application to add a course after the second week of semester/trimester must be on the appropriate form, and should be discussed with staff in the Student Hubs.

To check or change your enrolment online, please refer to myHub - Self Service for Students

https://myhub.newcastle.edu.au

Faculty Information

The Student Hubs are a one-stop shop for the delivery of student related services and are the first point of contact for students on campus.

The four Student Hubs are located at:

Callaghan campus
- Shortland Hub: Level 3, Shortland Union Building
- Hunter Hub: Student Services Centre, Hunter side of campus

City Precinct
- City Hub & Information Common: University House, ground floor in combination with an Information Common for the City Precinct

Ourimbah campus
- Ourimbah Hub: Administration Building

Faculty websites

Faculty of Business and Law

Faculty of Education and Arts
http://www.newcastle.edu.au/faculty/education-arts/

Faculty of Engineering and Built Environment
http://www.newcastle.edu.au/faculty/engineering/

Faculty of Health
http://www.newcastle.edu.au/faculty/health/

Faculty of Science and Information Technology
http://www.newcastle.edu.au/faculty/science-it/

Contact details

Callaghan, City and Port Macquarie
Phone: 02 4921 5000
Email: EnquiryCentre@newcastle.edu.au

Ourimbah
Phone: 02 4348 4030
Email: EnquiryCentre@newcastle.edu.au

The Dean of Students
Resolution Precinct
Phone: 02 4921 5806
Fax: 02 4921 7151
Email: resolutionprecinct@newcastle.edu.au

Deputy Dean of Students (Ourimbah)
Phone: 02 4348 4123
Fax: 02 4348 4145
Email: resolutionprecinct@newcastle.edu.au

Various services are offered by the University Student Support Unit:

Alteration of this Course Outline

No change to this course outline will be permitted after the end of the second week of the term except in exceptional circumstances and with Head of School approval. Students will be notified in advance of any approved changes to this outline.

Web Address for Rules Governing Undergraduate Academic Awards

Web Address for Rules Governing Postgraduate Academic Awards

Web Address for Rules Governing Professional Doctorate Awards
STUDENTS WITH A DISABILITY OR CHRONIC ILLNESS

The University is committed to providing a range of support services for students with a disability or chronic illness.

If you have a disability or chronic illness which you feel may impact on your studies, please feel free to discuss your support needs with your lecturer or course coordinator.

Disability Support may also be provided by the Student Support Service (Disability). Students must be registered to receive this type of support. To register please contact the Disability Liaison Officer on 02 4921 5766, or via email at: student-disability@newcastle.edu.au

As some forms of support can take a few weeks to implement it is extremely important that you discuss your needs with your lecturer, course coordinator or Student Support Service staff at the beginning of each semester.

For more information related to confidentiality and documentation please visit the Student Support Service (Disability) website at: www.newcastle.edu.au/services/disability

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Withdrawal from a Course Containing a Placement

This course contains a professional experience placement, so the official withdrawal policy is different to other University courses. In this course, students may withdraw without academic penalty one week or more before the placement is due to begin. In other words, the official final date for withdrawal is one week prior to commencement of the placement. This will allow prior notice to be given to the institution offering the placement of any student's intention to withdraw from the placement, and may allow the place to be re-allocated.

Withdrawal after the official date will usually result in an "F" grade. If there are special circumstances, students may apply to the Head of School for permission to withdraw from the course, after the official final date, without academic penalty. Permission to withdraw will not normally be given to students who have begun the placement and been placed “at risk” or advised that they are likely to fail.

Mandatory Program Component

This course is a Mandatory Program Component.

Before commencing the professional experience placement, students in this course must hold a current child protection certificate; have signed a Prohibited Employment Declaration; and a Confidentiality statement; have undergone a Criminal Record Check; must have a completed NSW Department of Health Immunisation Status Record Card and must hold a current First Aid Certificate.

Essential Criteria in Assessment

This course contains compulsory components or assessment items that must be satisfactorily completed in order for a student to receive a pass mark or better for the course. These essential elements are described in the CTS.

Pass/Fail Requirement: A completed competency-based assessment booklet (COMPASS™) must be submitted to the course co-ordinator within 2 weeks of completing a professional experience placement. A photocopy of the assessment should be kept by the student and placed in their Passport to Clinical Experience folder. The assessment must indicate that the student’s overall performance at the end of the placement is satisfactory to pass.

Ungraded requirements: (1) A record of supervised direct and indirect clinical hours across the range indicators (Record of Range of Experience form) must be submitted to the Course Co-ordinator within 2 weeks of completing a professional experience placement. A photocopy of the form should be kept by the student and placed in their Passport to Clinical Experience folder.
(2) An Additional Clinical Experience form must be completed, signed and submitted to the course co-ordinator within 1 weeks of completing an observation visit. A photocopy of the form should be kept by the student and placed in their Passport to Clinical Experience folder. See end of this course outline for further information.

This course contains compulsory components or assessment items that must be satisfactorily completed in order for a student to receive a pass mark or better for the course. These essential elements are described in the CTS. Refer - http://www.newcastle.edu.au/policylibrary/000648.html

**Online Tutorial Registration:**

Students are required to enrol in the Lecture and a specific Tutorial time for this course via the Online Registration system. Refer - http://studinfo1.newcastle.edu.au/rego/stud_choose_login.cfm

NB: Registrations close at the end of week 2 of semester.

**Studentmail and Blackboard:** Refer - www.blackboard.newcastle.edu.au/

This course uses Blackboard and studentmail to contact students, so you are advised to keep your email accounts within the quota to ensure you receive essential messages. To receive an expedited response to queries, post questions on the Blackboard discussion forum if there is one, or if emailing staff directly use the course code in the subject line of your email. Students are advised to check their studentmail and the course Blackboard site on a weekly basis.

**Important Additional Information**

Details about the following topics are available on your course Blackboard site (where relevant). Refer - www.blackboard.newcastle.edu.au/
SPTH3080 Clinical Practice
Important Additional Information

Written Assignment Presentation and Submission Details

Students are required to submit assessment items by the due date. Late assignments will be subject to the penalties described below.

Hard copy submission:

- **Type your assignments:** All work must be typewritten in 11 or 12 point black font. Leave a wide margin for marker’s comments, use 1.5 or double spacing, and include page numbers.
- **Word length:** The word limit of all assessment items should be strictly followed – 10% above or below is acceptable, otherwise penalties may apply.
- **Proof read your work** because spelling, grammatical and referencing mistakes will be penalised.
- **Staple the pages** of your assignment together (do not use pins or paper clips).
- **University Assessment Item Coversheet:** All assignments must be submitted with the University coversheet available at: [http://www.newcastle.edu.au/study/forms/](http://www.newcastle.edu.au/study/forms/)
- **By arrangement with the relevant lecturer, assignments may be submitted at any Student Hub located at:**
  - Level 3, Shortland Union, Callaghan
  - Level 2, Student Services Centre, Callaghan
  - Ground Floor, University House, City
  - Opposite Café Central, Ourimbah
- **Date-stamping assignments:** All students must date-stamp their own assignments using the machine provided at each Student Hub. If mailing an assignment, this should be address to the relevant School. Mailed assignments are accepted from the date posted, confirmed by a Post Office date-stamp; they are also date-stamped upon receipt by Schools.

**NB: Not all of these services may apply to the Port Macquarie Campus.**

- **Do not fax or email assignments:** Only hard copies of assignments will be considered for assessment. Inability to physically submit a hard copy of an assignment by the deadline due to other commitments or distance from campus is an unacceptable excuse.
- **Keep a copy of all assignments:** It is the student’s responsibility to produce a copy of their work if the assignment goes astray after submission. Students are advised to keep updated back-ups in electronic and hard copy formats.

**Online copy submission to Turnitin**

Portfolio assignments are not required to be submitted through Turnitin.

**Penalties for Late Assignments**

Assignments submitted after the due date, without an approved extension of time will be penalised by the **reduction of 5% of the possible maximum mark** for the assessment item for each day or part day that the item is late. Weekends count as one day in determining the penalty. Assessment items submitted more than ten days after the due date will be awarded zero marks.

Students are required to submit assessment items by the due date. Late assignments will be subject to the penalties described below.

**Penalties for Late Assignments**

Assignments submitted after the due date, without an approved extension of time will be penalised by the **reduction of 5% of the possible maximum mark** for the assessment item for each day or part day that the item is late. Weekends count as one day in determining the penalty. Assessment items submitted more than ten days after the due date will be awarded zero marks.
Special Circumstances

Students wishing to apply for Special Circumstances or Extension of Time should apply online. Refer - ‘Special Circumstances Affecting Assessment Items - Procedure 000641’ available @ http://www.newcastle.edu.au/policylibrary/000641.html (section 6.8.2.ix)

No Assignment Re-submission

Students who have failed an assignment are not permitted to revise and resubmit it in this course. However, students are always welcome to contact their Tutor, Lecturer or Course Coordinator to make a consultation time to receive individual feedback on their assignments.

Re-marks & Moderations

A student may only request a re-mark of an assessment item before the final result - in the course to which the assessment item contributes - has been posted. If a final result in the course has been posted, the student must apply under ‘Procedures for Appeal Against a Final Result’ (Refer - http://www.newcastle.edu.au/study/forms/).

Students concerned at the mark given for an assessment item should first discuss the matter with the Course Coordinator. If subsequently requesting a re-mark, students should be aware that as a result of a re-mark the original mark may be increased or reduced. The case for a re-mark should be outlined in writing and submitted to the Course Coordinator, who determines whether a re-mark should be granted, taking into consideration all of the following:

1. whether the student had discussed the matter with the Course Coordinator
2. the case put forward by the student for a re-mark
3. the weighting of the assessment item and its potential impact on the student’s final mark or grade
4. the time required to undertake the re-mark
5. the number of original markers, that is,
   a) whether there was a single marker, or
   b) if there was more than one marker whether there was agreement or disagreement on the marks awarded.

A re-mark may also be initiated at the request of the Course Coordinator, the Head of School, the School Assessment Committee, the Faculty Progress and Appeals Committee or the Pro Vice-Chancellor. Re-marks may be undertaken by:

1. the original marker; or
2. an alternate internal marker; or
3. an alternate external marker (usually as a consequence of a grievance procedure).

Moderation may be applied when there is a major discrepancy (or perceived discrepancy) between:

1. the content of the course as against the content or nature of the assessment item(s)
2. the content or nature of the assessment item(s) as against those set out in the Course Outline
3. the marks given by a particular examiner and those given by another in the same course
4. the results in a particular course and the results in other courses undertaken by the same students.

For further detail on this University policy refer - ‘Re-marks and Moderations - Procedure 000769’ available @ http://www.newcastle.edu.au/policylibrary/000769.html
Return of Assignments

Students can collect assignments from a nominated Student Hub during office hours. Students will be informed during class which Hub to go to and the earliest date that assignments will be available for collection. Students must present their student identification card to collect their assignment.


Preferred Referencing Style

In this course, it is required that you use the use APA referencing system for referencing sources of information used in assignments. Inadequate or incorrect reference to the work of others may be viewed as plagiarism and result in reduced marks or failure.

An in-text citation names the author of the source, gives the date of publication, and for a direct quote or specific information includes a page number, in parentheses. At the end of the paper, a list of references provides publication information about the source; the list is alphabetised by authors’ last names (or by titles for works without authors).


For further information on referencing and general study skills refer - ‘Infoskills’ available @ www.newcastle.edu.au/services/library/tutorials/infoskills/index.html

Student Representatives

Student Representatives are a major channel of communication between students and the School. Contact details of Student Representatives can be found on School websites.

Refer - ‘Information for Student Representatives on Committees’ available @ http://www.newcastle.edu.au/service/committees/student_reps/index.html

Student Communication

Students should discuss any course related matters with their Tutor, Lecturer, or Course Coordinator in the first instance and then the relevant Discipline or Program Convenor. If this proves unsatisfactory, they should then contact the Head of School if required. Contact details can be found on the School website.

Essential Online Information for Students

Information on Class and Exam Timetables, Tutorial Online Registration, Learning Support, Campus Maps, Careers information, Counselling, the Health Service and a range of free Student Support Services is available @ http://www.newcastle.edu.au/currentstudents/index.html
### Relationship of Course Objectives to Graduate Attributes, Professional & Occupational Competencies

<table>
<thead>
<tr>
<th>Course Objectives</th>
<th>Clinical population</th>
<th>CBOS Unit, Element</th>
<th>Professionalism</th>
<th>Reasoning</th>
<th>Lifelong Learning</th>
<th>Communication</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 Competence</strong></td>
<td>Paed &amp; Adult Speech, language, fluency, voice &amp;/or swallowing</td>
<td>all</td>
<td>all</td>
<td>GPC 1</td>
<td>GPC 3</td>
<td>GPC 1</td>
</tr>
<tr>
<td><strong>2 Experience</strong></td>
<td>Paed &amp; Adult Speech, language, fluency, voice &amp;/or swallowing</td>
<td>all</td>
<td>GPC 4</td>
<td>GPC 1</td>
<td>GPC 3</td>
<td>GPC 2</td>
</tr>
<tr>
<td><strong>3 Comm.</strong></td>
<td>Paed &amp; Adult Speech, language, fluency, voice &amp;/or swallowing</td>
<td>2.4, 2.5, 3.7, 4.4, 5.2, 5.3</td>
<td>1.4, 4.5, 5.1, 5.7, 5.9, 7</td>
<td>GPC 4</td>
<td>GPC 2</td>
<td></td>
</tr>
</tbody>
</table>

* Competency Based Occupational Standards for Speech Pathologists - Entry Level (Revised 2001).

The assessment of this subject relates to the learning objectives as outline below:

<table>
<thead>
<tr>
<th>Item</th>
<th>Obj 1 Comp.</th>
<th>Obj 2 Exp.</th>
<th>Obj 3 Comm.</th>
<th>Obj 4 Prof.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Progress Indicators</td>
<td>X</td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>2 Record of Experience</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>3 Portfolio</td>
<td>X</td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>4 Viva</td>
<td>X</td>
<td></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

**Clinic Placements:**
Up to 3 days per week, as allocated
Semester 1 or 2: Mondays and/or Wednesdays, and/or Fridays
Hours as required by individual clinics, e.g. between 8.00am and 5pm

*Note: Depending of availability, clinical placements may be scheduled for any time period between January and June (for Semester 1), or between July and December (for Semester 2).

**Tutorials Times:**

Semester 1, Tuesday 11:00am - 12:00pm  
Room: GP2-12/14

Semester 2, Tuesday 11:00am - 12:00pm  
Room: GP1-30/32

**Tutorial Topics:**
Tutorials will commence in Week 2, of each Semester.
Tutorial topics will be confirmed in Week 2. All relevant information and support material will be posted on the SPTH3080 Blackboard site.

**Required Reading:**

1. The University of Newcastle Graduate Attribute Policy (under development May 2007)
2. Competency Based Occupational Standards for Speech Pathologists - Entry Level (Revised 2001, Speech Pathology Australia)


**Recommended Texts:**


**Assessment Summary:**
*(see following pages for details of requirements and criteria for marking)*

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Weighting</th>
<th>Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Progress Indicators*</td>
<td>Competency-based performance assessment</td>
<td>Pass/Fail</td>
<td>Mid- and end of placement To be submitted within 2 wks of placement completion.</td>
</tr>
<tr>
<td>2. Record of Range of Experience**</td>
<td>Record of supervised direct and indirect clinical hours across the range indicators</td>
<td>Ungraded requirement</td>
<td>End of placement To be submitted within 2 wks of placement completion</td>
</tr>
<tr>
<td>3. Record of Additional Clinical Experience***</td>
<td>Students are required to complete a ½ Day observation visit at St. Dominic’s School for Hearing Impaired</td>
<td>Ungraded requirement</td>
<td>To be submitted within 1 week of completing the visit</td>
</tr>
<tr>
<td>4. Portfolio</td>
<td>Recordings and written critical evaluation of clinical experience and learning</td>
<td>75%</td>
<td>To be submitted 2 wks after completion of placement.</td>
</tr>
<tr>
<td>5. Viva examination</td>
<td>Verbal examination following case observation</td>
<td>25%</td>
<td>Week 14 – semester 1 or 2 Date to be advised.</td>
</tr>
</tbody>
</table>

* You will be provided with a copy of the assessment booklet to be completed at your placement. A PDF copy of the COMPASS™ Assessment booklet is located on SPTH3080 blackboard site.

** A copy of the Record of Range of Experience (Clinical Procedures 2), and guidelines for calculating hours is located within the Speech Pathology Passport to Clinical Practice.

*** A copy of the Record of Additional Clinical Experience form (Clinical Procedures 3b) is located within the Speech Pathology Passport to Clinical Practice.
Additional Clinical Experience

St Dominic’s School for Hearing Impaired
All students enrolled in SPTH3080 are required to attend a ½ Day Observation visit at St. Dominic’s School for Hearing Impaired.

The observation visits are organized by the course coordinator for SPTH3120, and students will be able to register online for their preferred visit time. These times will be made available within the first few weeks of Semester 1. The observation visits are compulsory, and once arranged can only be altered in special circumstances. It is the students’ responsibility to notify the Clinical Education Coordinator and Course Coordinator for SPTH3120 if they are unable to attend the pre-arranged visit. If unexpected circumstances arise on the morning of the visit that prevent attendance, the student should advise the contact at the School, as well as the Clinical Education Coordinator as soon as possible.

Students are required to carry their Clinical Passports (CRC, Vaccination Card and First Aid Certificate) with them at all times whilst on the visit.

The record of additional clinical experience forms should be completed and signed by the contact personnel from the school on the day of the visit. Completed and signed forms are to be submitted to the Clinical Education Coordinator within a week of completing the visit.

SPTH3080 Portfolio
Criteria/Weighting for Marking

The clinical portfolio is comprised of 5 sections: (1) Assessment case study and critique, (2) Treatment case study and critique, (3) Clinical reports, (4) Community service report, and (5) Self-evaluation and goals. All sections of the portfolio must be submitted. The criteria for marking relate to the Competency Based Occupational Standards for Entry-Level Speech Pathologists (CBOS), published by Speech Pathology Australia in 2001.

Two case studies are to be presented. One assessment case study and one treatment case study are to be submitted, each with a case history, summary of clinical processes, and critique. The assessment case study and the treatment case study must be based on different clients. Note that the treatment case study may present an individual or group intervention.

Case History
In order to contextualise your critique of your case studies you are required to provide a succinct and informative case history for the clients. The case history must include:
- description of the setting (e.g. community, rehabilitation, acute hospital etc)
- age of client and family background (if known)
- relevant medical, social and educational history
- summary of previous interventions (if known and by which discipline).

Summary of Clinical Processes
The following information is required in order to provide a description of the context for assessment or treatment. Note that goals should be expressed with reference to the targeted outcomes for the client, not for the clinician, e.g. “By (end session/end period of intervention), the client will………”. Information about the clinician’s aims and objectives can be provided as additional information where appropriate.
- long term goals for the client
- short term goals for the client
- session plan (s)
- selected relevant data and analyses

Critique
The critique involves a reflective critical analysis of the assessment or treatment in which the student was involved. The critique needs to identify and describe successful and unsuccessful aspects of the assessment for all relevant parties and to explain the clinical decision-making processes. The critique needs to describe the outcomes of the session(s) and reviews/re-considers original hypotheses regarding client performance. The critique should discuss appropriate alternative strategies for subsequent sessions,
consistent with the development of longer term goals. The critique needs to integrate relevant theoretical background and empirical evidence-based practice.

Confidentiality must be observed for all work submitted. Students will fail the Portfolio if client confidentiality is breached. Any consent forms identify the client and therefore should NOT be placed in the Portfolio. Any copies of assessment forms or therapy data collection forms used to support your critique must be de-identified before including in your portfolio. **Please note: No audio or video-recorded data is to be submitted as part of your portfolio.**

All data for the Portfolio must be collected while on placement for SPTH3080; no retrospective data collection is permitted.

All students are required to demonstrate a standard of English performance clearly adequate for professional needs. This MUST be fully attained by the final year clinical assessment (SPTH4080) to pass. If these criteria are not fully attained in SPTH2080, the student is required to consult with the Speech Pathology Clinical Co-ordinator regarding directions for assisting English performance.

1. Assessment Case Study and Critique 18 marks
In addition to the case history and summary of clinical processes, a written critique of the Assessment is to be submitted (CBOS Units/Elements 1.1, 1.4, 1.2, 2.1, 2.2, 2.3, 2.4, 5.7, 6.4, 7.1, 7.2).

Assessment Study background – Criteria for Marking

<table>
<thead>
<tr>
<th>Mark</th>
<th>Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>1.1 Case history – succinct &amp; informative</td>
</tr>
<tr>
<td>3</td>
<td>1.2 Evidence of planned session structure including long term, short term goals, and session plan</td>
</tr>
</tbody>
</table>

Critique

<table>
<thead>
<tr>
<th>Mark</th>
<th>Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>1.3 Identifies and describes successful and unsuccessful aspects of the assessment for all relevant parties and explains decisions</td>
</tr>
<tr>
<td>2</td>
<td>1.4 Describes the outcomes of the session and reviews/re-considers original hypothesis regarding client performance</td>
</tr>
<tr>
<td>3</td>
<td>1.5 Proposes appropriate alternative strategies for subsequent assessment sessions, consistent with the development of longer term goals</td>
</tr>
<tr>
<td>5</td>
<td>1.6 Preceding discussion integrates relevant theoretical background and empirical evidence-based practice</td>
</tr>
</tbody>
</table>

2. Treatment Case Study and Critique 18 marks
In addition to the case history and summary of clinical processes, a written critique of the treatment is to be submitted (CBOS Units/Elements 1.1, 3.1, 3.5, 3.6, 3.7, 4.2, 4.3, 4.4, 5.7, 6.4, 7.1, 7.2). Note: This case MUST NOT be the same client/patient used in the Assessment Case Study.

Treatment study background – Criteria for Marking

<table>
<thead>
<tr>
<th>Mark</th>
<th>Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>2.1 Case history – succinct and informative</td>
</tr>
<tr>
<td>3</td>
<td>2.2 Evidence of planned session structure including long term, short term goals, and session plan</td>
</tr>
</tbody>
</table>

Critique

<table>
<thead>
<tr>
<th>Mark</th>
<th>Criteria</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>2.3 Identifies and describes successful and unsuccessful aspects of the treatment for all relevant parties and explains decisions</td>
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<td>2.5 Proposes appropriate alternative strategies for subsequent sessions, consistent with the development of longer term goals</td>
</tr>
<tr>
<td>5</td>
<td>2.6 Preceding discussion integrates relevant theoretical background and empirical evidence-based practice</td>
</tr>
</tbody>
</table>

3. Clinical Reports 10 marks
Two written reports relating to clinical cases are to be submitted, one describing assessment (5 marks), and one report or letter describing discharge, progress, goals or intervention strategies, to client, partner or referring agents (5 marks). While a standard report format or a letter format IS suitable, ‘progress notes’ are NOT sufficient, i.e. the report must be suitable for sending to a third party. Include a statement indicating the audience for the report, the purpose of the report, and any style/format requirements to which the report...
conforms. The reports can relate to the cases presented in the Assessment or Treatment Case Study sections. (CBOS Units/Elements 1.1, 1.4, 2.1, 2.3, 2.4, 2.5, 3.7, 4.4, 4.5, 5.1, 7.1).

<table>
<thead>
<tr>
<th>Criteria for marking</th>
<th>Assmt</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>3.1 Appropriate content, length and style for the person or institution</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3.2 Correct spelling, grammar and acceptable level of proof-reading</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3.3 Provide appropriate summary and recommendations</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3.4 Adequate description of test and assessment procedures (including referencing where appropriate)</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3.5 Logical &amp; coherent expression of information</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

4. Community Service Report
One written report of an aspect of service delivery other than direct clinical service provision, e.g. community education activity, quality assurance project, professional development activity (CBOS Units/Elements 5.1, 6.1, 6.3, 7.2, 7.3, 7.4). The student’s role in the activity may consist of observation or assistance or may be as a primary participant. The activity may involve a number of students but the report on the activity MUST be the work of the individual student.

If the report reflects work that was done for a particular clinic, the report needs to be signed by the supervising clinician. Confidentiality requirements must be maintained.

<table>
<thead>
<tr>
<th>Criteria for Marking</th>
<th>Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>4.1 Describes purpose of activity, incl. specific objectives, in relation to overall service delivery</td>
<td>2</td>
</tr>
<tr>
<td>4.2 Provides detailed description of activity and describes immediate outcomes or proposed evaluation procedure</td>
<td>4</td>
</tr>
<tr>
<td>4.3 Discusses own ideas regarding alternative strategies for undertaking a similar activity</td>
<td>2</td>
</tr>
</tbody>
</table>

5. Self Evaluation & Goals
This section requires a written report on the student’s reflections and evaluation of their clinical learning and performance over the past year (CBOS Units/Elements 6.4, 7.1, 7.2, 7.3, 7.4). Students will also provide a written statement of goals for the next year's clinical work (CBOS Units/Elements 6.4, 7.2, 7.3, 7.4).

<table>
<thead>
<tr>
<th>Criteria for marking</th>
<th>Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1 Outlines previous specific learning goals (CBOS-based), identifies and reflects on own areas of achievement in clinical work including areas for further development</td>
<td>5</td>
</tr>
<tr>
<td>5.2 Identifies areas requiring development in order to progress further, discusses areas which present barriers to own clinical work and outlines potential solutions</td>
<td>4</td>
</tr>
<tr>
<td>5.3 Identifies and explains areas of particular interest in clinical work and outlines a plan to further develop knowledge in these areas</td>
<td>3</td>
</tr>
<tr>
<td>5.4 Outlines specific learning goals for next placement and relates goals to self-evaluation and critiques.</td>
<td>3</td>
</tr>
</tbody>
</table>

5. Overall Impression
Examiner's determination based on consistency and quality of Portfolio as a whole.

Total Mark /75 marks
(Contributes 75% to total grade for SPTH3080)
PROCEDURE FOR MANAGING WRITTEN CLINICAL DATA

In order to ensure that client confidentiality is maintained, students need to take great care to ensure the security of any data collected while on placement and clinical reports. All information about the client (i.e. name, address, date of birth, names of significant others, other professional involved in the case) must be removed before leaving the clinic. **DEIDENTIFIED MATERIAL ONLY** can be submitted with your portfolio. Failure to comply with these requirements constitutes a breach of confidentiality, and will result in failure for the Portfolio.

SPTH3080 Viva Examination

After reading relevant case history notes students will view a 10-15 minute video recording of an assessment or treatment session, then answer relevant questions from an academic staff member for about 20 minutes. The level of questioning and response required will be in line with students’ levels of experience. (GBOS Units/Elements 2.1, 2.2, 2.3, 2.4, 3.1, 3.5, 5.7, 7.1, 7.4)

Each interview will consist of 5 areas of questioning,

a. Diagnosis  e.g. What appears to be the client's main problem area?
b. Theory  e.g. What current research tells you about this disorder?
c. Goal  e.g. What appeared to be the goal of the session?
d. Outcome  e.g. What did the client get out of the session?
e. Forward Plan  e.g. What would be your plan for the next session?

In one area of questioning, the examiner will invite the student to defend their point of view and to consider alternative points of view.

**Criteria for Marking:**

<table>
<thead>
<tr>
<th>Area</th>
<th>Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Clarity of verbal presentation eg. Succinct and informative</td>
<td>5</td>
</tr>
<tr>
<td>2 Professionalism and presentation eg. Eye contact, posture,</td>
<td>5</td>
</tr>
<tr>
<td>professional appearance &amp; manner of dealing with challenge</td>
<td></td>
</tr>
<tr>
<td>4 Communicates problem solving process explicitly/logically and</td>
<td>5</td>
</tr>
<tr>
<td>provides rationales</td>
<td></td>
</tr>
<tr>
<td>5 Reports sound and detailed clinical observations</td>
<td>5</td>
</tr>
<tr>
<td>6 Exploration of theoretical complexities related to case</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total Mark</strong></td>
<td><strong>/25</strong></td>
</tr>
</tbody>
</table>

*(Contributes 25% to total grade for SPHT3080)*

**NOTE:** All students are required to demonstrate a standard of English performance clearly adequate for professional needs. This MUST be fully attained by the final year clinical assessment (SPHT4080) to pass. If these criteria are not fully attained in SPHT2080, the student is required to consult with the Speech Pathology Clinical Co-ordinator regarding directions for assisting English performance.