

UNIVERSITY OF SYDNEY MEDICAL PROGRAM PROGRESSION POLICY

Adopted and ratified by USydMP Operations Committee at its meeting on 14 August 2008.

These resolutions are the official statement of Faculty policy. Should there be perceived to be a conflict between these resolutions and information available elsewhere, these resolutions shall always take precedent.

TABLE OF CONTENTS

PROGRESSION FROM STAGE 1 TO STAGE 2	3
1. Progression	3
2. Theme requirements for progression	3
3. Remediation and Reassessment	4
4. Progression following remediation	5
5. Illness or misadventure	5
6. Appeals	5
PROGRESSION FROM STAGE 2 TO STAGE 3	6
1. Progression	6
2. Theme requirements for progression	6
3. Remediation and Reassessment	7
4. Progression following supplementary assessment	8
5. Illness or misadventure	8
6. Appeals	9
PROGRESSION FROM STAGE 3 TO STAGE 4	9
1. Progression	9
2. Theme Requirements for progression	9
3. Remediation and Reassessment	11
4. Progression following supplementary assessment	12
5. Illness or misadventure	13
6. Appeals	14

PROGRESSION FROM STAGE 4 TO PRE-INTERNSHIP (PRINT) TERM	14
1. Progression	14
2. Theme Requirements for progression	14
2.1 <i>Child and Adolescent Health (CAH) Rotation</i>	14
2.2 <i>Perinatal and Women’s Health (PWH) Rotation</i>	15
2.3 <i>Psychological Medicine (PAAM) Rotation</i>	15
2.4 <i>Community (CR) Rotation</i>	16
2.5 <i>Elective</i>	16
3. Remediation, Reassessment and Progression to the PRINT Term	17
4. Illness or misadventure	18
5. Appeals	19
PROGRESSION FROM THE PRE-INTERNSHIP (PRINT) TERM TO GRADUATION	19
1. Progression	19
2. Pre-Internship (PRINT) term requirements for graduation	19
3. Remediation and Reassessment	20
4. Illness or misadventure	20
5. Appeals	20

PROGRESSION FROM STAGE 1 TO STAGE 2

1. Progression

Progression at the end of Stage 1 depends on satisfactory performance in all four themes in all designated summative assessments held during Stage 1.

2. Theme requirements for progression

This section should be read in conjunction with the Faculty's Attendance Policy.

2.1 Personal and Professional Development (PPD) Theme

Satisfactory performance is required in each of the following competencies:

- Competence in the preparation of a reflective portfolio
- Participation in a progress interview based on the reflective portfolio
- Attendance at all designated activities for each Block of study (see below)
- Appropriate ethical and professional behaviour as determined by the PPD Coordinator or nominee

Designated activities are the following: the 2 day PPD Intensive, all problem-based learning tutorials, clinical skills tutorials, clinical ward-based exercises and all Required Formative Assessments. Absences will be recorded. Where absence is > 10% for any block of study the matter will be reviewed by the PPD Theme Coordinator or a nominee.

The attendance requirement aims to ensure that a student who misses more than four weeks and/or more than 10% of tutorials in any Block of study may not be eligible to proceed to Stage 2 except by a specific decision of the Examination Committee.

2.2 Basic and Clinical Science (BCS) Theme

Satisfactory performance in the Summative Written Assessment and the Summative Anatomy Spot Test as determined by the Basic and Clinical Sciences Theme Coordinator or a nominee.

Participation in all Required Formative Assessments is compulsory (as listed in section 2.1 above).

2.3 Patient and Doctor (PD) Theme

Satisfactory performance is required in each of the following competencies:

- Attendance at the formative Objective Structured Clinical Examination (OSCE)
- Completion of two Clinical Ward-Based Exercises per Block (as listed in section 2.1 above).

2.4 Population Medicine (PopMed) Theme

Satisfactory performance in the Population Medicine components of all assessments as determined by the Population Medicine Theme Coordinator or nominee.

Participation in all Required Formative Assessments is compulsory (as listed in section 2.1 above).

3. Remediation and Reassessment

Students who fail to satisfy in either one or two (but not more than two) themes may be offered a period for remediation and must undertake supplementary assessment(s) under the supervision of the relevant Theme Coordinator or a nominee.

Remediation should relate to the Theme or Themes in which students' performances have been unsatisfactory. It should attempt to address the specific areas with which students have had difficulty. The Stage 1 Coordinator, Sub-Dean or a nominee may assist students with developing a remediation program.

The Stage 1 Examination Committee determines whether students who fail to meet program requirements are eligible to repeat the Stage. Students given the opportunity to repeat the Stage are reassessed in *all* themes during the course of the repeated Stage. Students who fail to satisfy criteria in any theme during their second attempt at Stage 1 are required to show cause as to why they should be allowed to continue in the Program.

3.1 Personal and Professional Development Theme (PPD)

A student whose performance is unsatisfactory in the Personal and Professional Development Theme may be offered a period of remediation as determined by the PPD Theme Coordinator or a nominee.

A student who fails to satisfy the requirements for Evidence-Based Medicine may be offered a period of remediation as determined by the EBM Theme Coordinator or a nominee. This will include a supplementary assessment in Evidence-Based Medicine.

Unsatisfactory performance in a supplementary assessment constitutes unsatisfactory performance in the PPD Theme and the student will be required to repeat Stage 1.

3.2 Basic and Clinical Science (BCS) Theme

A student who is unsatisfactory in the Basic and Clinical Sciences theme may be offered a period of remediation. Reassessment will be determined by the BCS Theme Coordinator or a nominee.

3.3 Patient and Doctor (PD) Theme

A student who is not satisfactory in the PD theme may be offered a period of remediation. The Associate Dean at the appropriate Clinical School will determine the requirement for this period.

3.4 Population Medicine (PopMed) Theme

A student who is unsatisfactory in the Population Medicine Theme may be offered a period of remediation, including a reassessment as determined by the PopMed Theme Coordinator or a nominee.

4. Progression following remediation

4.1 A student who meets Theme criteria at the supplementary assessment will be able to commence Stage 2 of the Program.

4.2 A student who fails to satisfy the criteria in any Theme at the supplementary assessment will be required to repeat Stage 1 and be re-assessed in *all* themes.

4.3 A student who fails to satisfy the criteria in any Theme during their second attempt at Stage 1 shall be required to show cause as to why they should be allowed to continue in the Program.

5. Illness or misadventure

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6.

(5) (g) Special Consideration, (h) Illness or Misadventure During a Stage, (i) Illness or Misadventure at the Time of an Assessment and (j) Special Documentation.

5.1 If a student misses the written summative assessment at the end of Block 5, due to attested illness or misadventure, then either: a) the student should sit the paper(s) under examination conditions as soon as possible, or b) if option (a) is not feasible, the student should sit the supplementary written assessment at the completion of the period of remediation.

5.2 If a student misses the written supplementary assessment at the end of the first year, due to attested illness or misadventure, then either: a) the student should sit the paper(s) under examination conditions as soon as possible or b) if option (a) is not feasible, the matter will be referred to the Examination Committee.

6. Appeals

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6.

(6) Appeals.

6.1 Following the Annual Examination Committee meeting, students seeking to make representations about a result, must themselves, within seven calendar days of the notification of results, make a submission in writing to the appropriate Stage Coordinator, through the Student Services Unit (MPAU), Faculty of Medicine, setting out the grounds and enclosing any relevant documentation that has not been previously supplied. The appeal will be considered by Faculty within ten working days of receipt of the appeal in the Student Services Unit (MPAU).

PROGRESSION FROM STAGE 2 TO STAGE 3

1. Progression

Progression at the end of Stage 2 depends on satisfactory performance in all four themes in all designated summative assessments and satisfactory completion of the Option held during Stage 2.

2. Theme requirements for progression

This section should be read in conjunction with the Faculty's Attendance Policy.

2.1 Personal and Professional Development (PPD) Theme

Satisfactory performance is required in each of the following competencies:

- Attendance at all designated activities in this Stage
- Attendance and completion of all designated Evidence Based Medicine (EBM) activities
- Attendance at all designated activities for each Block of study (see below)
- Appropriate ethical and professional behaviour as determined by the PPD Theme Coordinator or nominee

Designated activities are: all problem-based learning tutorials, clinical skills tutorials, clinical ward-based exercises and all Required Formative Assessments. Absences will be recorded. Where absence is > 10% for any block of study the matter will be reviewed by the PPD Theme Coordinator or nominee.

The attendance requirement aims to ensure that a student who misses more than four weeks and/or more than 10% of tutorials in any Block of study may not be eligible to proceed to Stage 3 except by a specific decision of the Examination Committee.

2.2 Basic and Clinical Science (BCS) Theme

Satisfactory performance in the Summative written papers as determined by the Basic and Clinical Sciences Theme Coordinator or nominee.

Participation in Required Formative Assessments is compulsory (as above).

2.3 Patient and Doctor (PD) Theme

Satisfactory performance in the Summative Objective Structured Clinical Examination (OSCE) and summative written assessment as determined by the Patient and Doctor Theme Coordinator or nominee.

Completion of two Clinical Ward-Based Exercises per Block is required (as listed in section 2.1 above).

2.4 Population Medicine (PopMed) Theme

Satisfactory performance in the Population Medicine components of all assessments as determined by the Population Medicine Theme Coordinator or nominee.

Participation in all Required Formative Assessments is compulsory (as listed in section 2.1 above).

2.5 Option

Satisfactory completion of at least one Option project as determined by the Options Committee. If a student does not submit their Option project and abstract by the given deadline, then the Options Committee may grant a grace period if a written request is submitted prospectively by the student.

3. Remediation and Reassessment

Students who fail to satisfy in either one or two (but not more than two) themes may be offered a period for remediation and must undertake supplementary assessment(s) under the supervision of the relevant Theme Coordinator or nominee.

Remediation should relate to the Theme or Themes in which students' performances have been unsatisfactory. It should attempt to address the specific areas with which students have had difficulty. The Stage 2 Coordinator, Sub-Dean or a nominee may assist students with developing a remediation program.

The Stage 2 Examination Committee determines whether students who fail to meet program requirements are eligible to repeat the Stage. Students given the opportunity to repeat the Stage are reassessed in *all* themes during the course of the repeated Stage. Students who fail to satisfy criteria in any Theme during their second attempt at Stage 2 are required to show cause as to why they should be allowed to continue in the program.

3.1 Personal and Professional Development (PPD) Theme

A student whose performance is unsatisfactory in the PPD Theme may be offered a period of remediation as determined by the PPD Theme Coordinator or a nominee.

A student who fails to satisfy the requirements for Evidence-Based Medicine may be offered a period of remediation as determined by the Stage 2 EBM Theme Coordinator or a nominee. This will include a supplementary assessment in Evidence-Based Medicine.

Unsatisfactory performance in a supplementary assessment constitutes unsatisfactory performance in the PPD Theme and the student will be required to repeat Stage 2.

3.2 Basic and Clinical Science (BCS) Theme

A student who is unsatisfactory in the Basic and Clinical Sciences Theme may be offered a period of remediation. Reassessment will be determined by the BCS Theme Coordinator or a nominee.

3.3 Patient and Doctor (PD) Theme

A student who is not satisfactory in the PD theme may be offered a period of remediation. The Associate Dean at the appropriate Clinical School will determine the requirement for this period.

3.4 Population Medicine (PopMed) Theme

A student who is unsatisfactory in the Population Medicine Theme may be offered a period of remediation including a reassessment as determined by the PopMed Theme Coordinator or a nominee.

3.5 Option

A student who is not satisfactory in the Option will be offered the chance to revise and resubmit their project by a deadline determined by the Options Committee.

4. Progression following supplementary assessment

4.1 A student who meets Theme criteria at the supplementary assessment will be able to commence Stage 3 of the Program.

4.2 A student who fails to satisfy the criteria in any Theme at the supplementary assessment will be required to repeat Stage 2 and be re-assessed in *all* themes.

4.3 A student who fails to satisfy the criteria in any Theme during their second attempt at Stage 2 shall be required to show cause as to why they should be allowed to continue in the program.

4.4 Students who fail to meet subsequent or extended Options deadlines, or whose revised and re-submitted projects are unsatisfactory may be required to show cause as to why they should be allowed to continue in the program.

5. Illness or misadventure

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6.

(5) (g) Special Consideration, (h) Illness or Misadventure During a Stage, (i) Illness or Misadventure at the Time of an Assessment and (j) Special Documentation.

5.1 If a student misses a scheduled Summative Written assessment and/or a Summative OSCE assessment at the end of Stage 2, due to attested illness or misadventure, then either: a) the student should sit the assessment(s) under examination conditions as soon as possible, or b) if option (a) is not feasible, the student should sit the supplementary written assessment and/or supplementary OSCE assessment at the completion of the period of remediation.

5.2 If a student misses the written supplementary assessment and/or the supplementary OSCE assessment at the end of Stage 2, due to attested illness or misadventure, then either: a) the student should sit the assessment(s) under examination conditions as soon as possible or b) if option (a) is not feasible, the matter will be referred to the Examination Committee.

5.3 If a student does not submit their Option project and abstract by the given deadline due to attested illness or misadventure, then an extended deadline may be granted by the Options Committee, as consistent with the Resolutions in Section 5 regarding Special Consideration. If this deadline is not met, the student may be required to show cause as to why they should be allowed to continue in the program.

6. Appeals

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6.

(6) Appeals.

6.1 Following the Annual Examination Committee meeting, students seeking to make representations about a result, must themselves, within seven calendar days of the notification of results, make a submission in writing to the appropriate Stage Coordinator, through the Student Services Unit (MPAU), Faculty of Medicine, setting out the grounds and enclosing any relevant documentation that has not been previously supplied. The appeal will be considered by Faculty within ten working days of receipt of the appeal in the Student Services Unit (MPAU).

PROGRESSION FROM STAGE 3 TO STAGE 4

1. Progression

Stage 4 requires each student to have attained knowledge and skills during Stage 3. Students must satisfy assessment criteria in each of the four themes to progress to Stage 4 of the program.

2. Theme Requirements for progression

This section should be read in conjunction with the Faculty's Attendance Policy.

2.1 Personal and Professional Development (PPD) Theme

Satisfactory performance requires the demonstration of the following competencies:

- Satisfactory performance in the PPD portfolio
- Satisfactory performance in the Ethics Case Study
- Satisfactory performance in the Evidence-Based Medicine (EBM) PEARLS task
- Satisfactory attendance at all problem based learning sessions and tutorials
- Satisfactory attendance for all clinical rotations (recorded by the supervisor on the Clinical Attachment form)
- Participation in all required formative assessments
- Demonstration of ethical and professional behaviour as determined by the PPD Coordinator or nominee

Students must meet all of these requirements in order to receive a satisfactory result for the PPD Theme in Stage 3. Students will be permitted two attempts at the EBM PEARLS task during the course of the Clinical Attachments (CA).

2.2 Basic and Clinical Sciences (BCS) Theme

Satisfactory performance in the Summative written assessment as determined by the Basic and Clinical Sciences Theme Coordinator or a nominee.

Participation in Required Formative Assessments is compulsory (as listed in section 2.1 above).

2.3 Patient and Doctor (PD) Theme

Satisfactory performance is required in the following competencies:

- Clinical performance assessment (long case) as determined by the PD Theme Coordinator or a nominee
- Structured Clinical Attachment forms

In order to meet the assessment requirements for the Patient and Doctor theme, students must obtain a satisfactory result in a clinical performance assessment and receive an overall satisfactory result in the Clinical Attachment forms.

Clinical Performance Assessment: Students will be allowed two attempts at the clinical performance assessment during the course of the CAs.

Clinical Attachment forms: There are two assessment results on each Clinical Attachment form: one for attendance (PPD theme) and a combined result for clinical performance and case discussion (PD theme). Students must submit a Clinical Attachment form to their Clinical School for each CA and all must have satisfactory attendance recorded.

In order to receive an overall satisfactory result for the Patient and Doctor component of the Clinical Attachment forms, students will normally have obtained a satisfactory result for clinical performance/case discussion for all of their Clinical Attachment forms.

Students who have not received a satisfactory result for every Clinical Attachment form, are considered to have insufficient evidence that they have attained the standard of performance required by the completion of the CAs. For these students, the decision about overall performance in the Patient and Doctor component of the Clinical Attachment forms will be the responsibility of the Associate Dean of the Clinical School.

The following criteria will be used by the Associate Dean to make this judgement:

1. The student is able to demonstrate that he/she has sought and undertaken appropriate remediation.
2. The student has demonstrated sustained progressive improvement in the standard of their performance to a satisfactory level over the course of their attachments.

For example, a student who has received 'not satisfactory' reports early in the CAs, but who has subsequently undertaken remediation and obtained satisfactory reports in the remainder of their attachments, would normally receive an overall 'satisfactory' result.

However, a student who has demonstrated inconsistent performance across the attachments, with insufficient evidence of progressive improvement and sustained attainment of a satisfactory level, would normally receive a 'not satisfactory' result.

A student who has received unsatisfactory reports towards the end of the CAs would have insufficient time in which to remediate and demonstrate a sustained satisfactory level of performance and would normally receive an overall result of 'not satisfactory'.

Throughout the course of the CAs, a student who receives an unsatisfactory Clinical Attachment form should make an appointment with the Associate Dean of their Clinical School within a week of completion of the attachment.

2.4 Population Medicine (PopMed) Theme

Satisfactory performance is required in the following competencies:

- Population Medicine tutorial discussion leader assignment as determined by the PopMed Theme Coordinator or nominee
- All assessments as determined by the Population Medicine Theme Coordinator or nominee.

Students must meet both of these requirements in order to receive a satisfactory result for the Population Medicine theme in the CAs. In the event that a student is unsatisfactory in one of these assessments, then an overall judgement about performance will be made following consideration of student performance in both assessments. Students will be allowed two attempts at the Community Doctor tutorial discussion leader assignment.

3. Remediation and Reassessment

A student whose performance is unsatisfactory in one or two themes (but not more than two) at the end of the CAs may be offered a period of remediation. A student will be re-assessed in the deficient theme(s) in a supplementary assessment. This period of remediation will take place during the time normally allotted to the first Clinical Rotation of Stage 4.

Remediation should relate to the theme or themes in which students' performances have been unsatisfactory. It should attempt to address the specific areas with which students have had difficulty. For each Theme, the Theme Coordinator or a nominee is responsible for defining the areas in which a student's performance is unsatisfactory. The Associate Dean of the Clinical School or a nominee is responsible for implementing remediation programs. At this stage a student will not be reassessed in any theme in which they have already met the assessment criteria.

If a student who is offered a remedial program is satisfactory on reassessment at the end of that period, the student may progress to the Clinical Rotations commencing with the elective term, resulting in displacement of the Pre-Internship Term to the beginning of a fifth year.

A student whose performance is unsatisfactory in more than two themes at the end of the CAs will normally be required to repeat *all* themes in Stage 3.

3.1 Personal and Professional Development (PPD) Theme

A student who is unsatisfactory in the Personal and Professional Development Theme may be offered a period of remediation that is coordinated by the Associate Dean of the Clinical School. A student who has not satisfied PPD theme requirements is likely to require CA experience in two four-week attachments (as for the PD Theme), with close observation and mentorship. Reassessment will be based on the Clinical Attachment forms, assessed by the local PPD Theme Coordinator and the PPD Theme Coordinator on campus or a nominee. Ethics case reports, which are not satisfactory, must be revised and resubmitted with assistance from a nominee of the PPD Theme Coordinator as required.

If a student fails to satisfy the requirements for Evidence-Based Medicine, a local representative of the EBM department will provide assistance with remediation and the student will be reassessed by this person and by the EBM Coordinator in Years 3/4 or a nominee.

3.2 Basic and Clinical Sciences (BCS) Theme

A student who is unsatisfactory in the Basic and Clinical Sciences Theme may be offered a period of remediation coordinated by the Associate Dean of their Clinical School. The Clinical School Associate Dean is responsible for appointing a supervisor who is familiar with the content of the Stage 3 curriculum to provide assistance.

The student will be required to undertake a supplementary written assessment after the completion of the period of remediation.

3.3 Patient and Doctor (PD) Theme

A student who is unsatisfactory in the Patient and Doctor Theme will normally be required to undertake 2 four-week remedial CA attachments. In addition to the guidance provided by CA supervisors during the period of remediation, the Associate Dean or a nominee is responsible for ensuring that case discussions, tutorials and formative exercises concentrate on problem areas that have been identified. Students will be required to obtain 2 satisfactory Clinical Attachment forms and to obtain a satisfactory result in a long case assessment in order to progress to the Rotations. Two experienced assessors who are familiar with the Stage 3 curriculum will conduct the long case assessment.

3.4 Population Medicine (PopMed) Theme

A student who is unsatisfactory in the Population Medicine Theme may be offered a period of remediation as determined by the PopMed Theme Coordinator or a nominee.

The student will be required to undertake a supplementary written assessment after the completion of the period of remediation.

4. Progression following supplementary assessment

4.1 A student who meets the Theme criteria at the supplementary assessment will be able to commence Stage 4 of the program and their first rotation will be the elective term. They will undertake the Pre-Internship (PRINT) term at the completion of the Clinical Rotations and (if satisfactory in all rotations of Stage 4 of the program) will normally complete the program one rotation later than their cohort.

4.2 A student who fails to satisfy criteria in any Theme at the supplementary assessment will normally be required to repeat Stage 3 and normally be re-assessed in *all* Themes.

4.3 A student who fails to satisfy criteria in any Theme during their second attempt at Stage 3 shall be required to show cause as to why they should be allowed to re-enrol in Stage 3.

5. Illness or misadventure

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6.

(5) (g) Special Consideration, (h) Illness or Misadventure During a Stage, (i) Illness or Misadventure at the Time of an Assessment and (j) Special Documentation.

5.1 If a student misses one CA rotation of 4 weeks, due to attested illness or misadventure, that student can still progress, subject to the usual assessment criteria, but the student would only be required to submit 7 Clinical Attachment forms with satisfactory attendance and performance.

5.2 If a student misses two CAs (either consecutively or separately), due to attested illness or misadventure, the student will be required to undertake a supplementary CA term at the end of the third year, in lieu of the first Clinical Rotation of Stage 4. The student would normally be required to sit a supplementary assessment (to count as the annual result) at the end of the supplementary CA term. If the student failed to meet the criteria for progression at that time, the student would be required to repeat Stage 3.

5.3 If a student misses 3 or more CAs (either consecutively or separately), due to attested illness or misadventure, then the student will be required to repeat Stage 3, without penalty. In repeating Stage 3, the student must attend and participate in all scheduled teaching and assessment sessions during the CAs.

5.4 If a student is unable to undertake the supplementary CA term, due to attested illness or misadventure, then the student will be required to repeat Stage 3, without penalty.

5.5 If a student fails to satisfy theme criteria at the end of the CAs and is then unable to undertake a remedial program, due to attested illness or misadventure, then the student will be required to repeat Stage 3. The student's results in each theme will be recorded as annual result for that year.

5.6 If a student misses a scheduled Patient and Doctor Theme assessment, due to attested illness or misadventure, the student should undertake a clinical assessment as soon as practicable at the Clinical School.

5.7 If a student misses the written summative assessment at the end of the CAs, due to attested illness or misadventure, then either: a) the student should sit the paper(s) under examination conditions as soon as possible, or b) if option (a) is not feasible, the student should sit the supplementary written assessment at the completion of the period of remediation.

5.8 If a student misses the written supplementary assessment at the end of the third year, due to attested illness or misadventure, then either: a) the student should sit the paper(s) under examination conditions as soon as possible or b) if option (a) is not feasible, then the matter will be referred to the Examination Committee.

6. Appeals

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6. (6) Appeals.

6.1 Any student may appeal against an academic decision that affects the academic assessment or progress of a student. Students seeking to appeal against a progressive summative assessment result (i.e. a Clinical Attachment form) during the CAs should make a submission in writing to the Clinical School Associate Dean within seven calendar days of notification of the assessment result. The Clinical School Associate Dean may be able to resolve the appeal at the level of the relevant Clinical School, or alternatively may request consultation with representatives from the relevant Theme Coordinator and/or the OME.

6.2 Following the Annual Examination Committee meeting, students seeking to make representations about a result, must themselves, within seven calendar days of the notification of results, make a submission in writing to the appropriate Stage Coordinator, through the Student Services Unit (MPAU), Faculty of Medicine, setting out the grounds and enclosing any relevant documentation that has not been previously supplied. The appeal will be considered by Faculty within ten working days of receipt of the appeal in the Student Services Unit (MPAU).

PROGRESSION FROM STAGE 4 TO PRE-INTERNSHIP (PRINT) TERM

1. Progression

In order to progress to the Pre-Internship (PRINT) term, each student is required to have attained knowledge and skills during Stage 4. Students must satisfy assessment criteria in each of the four Rotations and Elective term in order to progress to the PRINT term.

2. Theme Requirements for progression

This section should be read in conjunction with the Faculty's Attendance Policy.

Students are required to achieve Satisfactory performance in four (4) Rotations, (Child and Adolescent Health, Perinatal and Women's Health, Psychological Medicine and Community) as well as in the Elective term.

2.1 Child and Adolescent Health (CAH) Rotation

a) Personal and Professional Development (PPD) Theme

Satisfactory performance is required in each of the following competencies:

- Attendance at all activities
- Participation in all activities
- Appropriate ethical and professional behaviour as determined by the PPD Coordinator or nominee

100% attendance is required. Absences will be recorded. Where absence is not satisfactory for a Rotation of study the matter will be reviewed by the PPD Theme Coordinator or a nominee to determine if a satisfactory grade overall for the Rotation is to be given.

b) Basic and Clinical Sciences (BCS) Theme

Satisfactory performance in the Summative written assessments as determined by the Basic and Clinical Sciences Theme Coordinator or a nominee.

c) Patient and Doctor (PD) Theme

Satisfactory performance in Summative clinical assessments as determined by the Patient and Doctor Theme Coordinator or a nominee.

d) Population Medicine (PopMed) Theme

Satisfactory performance in PopMed theme presentations and leading discussion as determined by the Population Medicine Theme Coordinator or a nominee.

2.2 Perinatal and Women's Health (PWH) Rotation

a) Personal and Professional Development (PPD) Theme

Satisfactory performance is required in each of the following competencies:

- Attendance at all activities in this rotation
- Participation in all activities
- Appropriate ethical and professional behaviour as determined by the PPD Theme Coordinator or a nominee

100% attendance is required. Absences will be recorded. Where absence is not satisfactory for a Rotation of study the matter will be reviewed by the PPD Theme Coordinator or a nominee to determine if a satisfactory grade overall for the Rotation is to be given.

b) Basic and Clinical Sciences (BCS) Theme

Satisfactory performance in the Summative written assessment as determined by the Basic and Clinical Sciences Theme Coordinator or a nominee.

c) Patient and Doctor (PD) Theme

Satisfactory performance in Summative clinical assessments as determined by the Patient and Doctor Theme Coordinator or a nominee.

d) Population Medicine (PopMed) Theme

Satisfactory performance in PopMed Theme paper and all Summative assessments as determined by the Population Medicine Theme Coordinator or a nominee.

2.3 Psychological Medicine (PAAM) Rotation

a) Personal and Professional Development (PPD) Theme

Satisfactory performance is required in each of the following competencies:

- Completion of workbook including satisfactory Evidence-Based Medicine assignment
- Attendance at all activities in this rotation
- Participation in all activities
- Appropriate ethical and professional behaviour as determined by the PPD Theme Coordinator or a nominee

100% attendance is required. Absences will be recorded. Where absence is not satisfactory for a Rotation of study the matter will be reviewed by the PPD Theme Coordinator or a nominee to determine if a satisfactory grade overall for the Rotation is to be given.

b) Basic and Clinical Sciences (BCS) Theme

Satisfactory performance in the Summative written assessment as determined by the Basic and Clinical Sciences Theme Coordinator or a nominee.

c) Patient and Doctor (PD) Theme

Satisfactory performance in the Summative observed long case as determined by the Patient and Doctor Theme Coordinator or a nominee.

d) Population Medicine (PopMed) Theme

Satisfactory performance in the PopMed case study as determined by the Population Medicine Theme Coordinator or a nominee.

2.4 Community (CR) Rotation

a) Personal and Professional Development (PPD) Theme

Satisfactory performance is required in each of the following competencies:

- EBM case commentary report
- Attendance at all activities in this rotation
- Participation in all activities
- Appropriate ethical and professional behaviour as determined by the PPD Coordinator or nominee

100% attendance is required. Absences will be recorded. Where absence is not satisfactory for a Rotation of study the matter will be reviewed by the PPD Theme Coordinator or a nominee to determine if a satisfactory grade overall for the Rotation is to be given.

b) Basic and Clinical Sciences (BCS) Theme

Satisfactory performance in self-directed learning problems, presentations and leading discussion as determined by the Basic and Clinical Sciences Theme Coordinator or a nominee.

c) Patient and Doctor (PD) Theme

Satisfactory performance in case commentaries as determined by the Patient and Doctor Theme Coordinator or a nominee.

d) Population Medicine (PopMed) Theme

Satisfactory performance in a clinical service project as determined by the Population Medicine Theme Coordinator or a nominee.

2.5 Elective

Satisfactory performance in both of the following competencies is required to receive a grade of “Satisfactory” for an Elective term (1 x 8 weeks or 2 x 4 weeks):

- Supervisor’s report indicating a satisfactory performance and attendance
- Electronic Elective Report and Evaluation are of a satisfactory standard and complete.

3. Remediation, Reassessment and Progression to the PRINT Term

3.1 Rotations

A student must meet the theme criteria in all four themes in all designated summative assessments held during all four Clinical Rotations, and in the Elective Term, before progression to the Pre-Internship (PRINT) Term.

Due to the limited duration of each Clinical Rotation, it is not possible to provide time for remediation for students who fail to meet the theme criteria at initial assessment. Such students will be invited to undertake a supplementary assessment in the relevant theme(s), using assessment instruments which are either identical to those used in the first assessment, or are demonstrably similar in their validity and reliability.

A student whose performance at a supplementary assessment fails to meet the theme criteria in the Basic and Clinical Sciences Theme and/or Patient and Doctor Theme in a single Clinical Rotation will be required to undertake a remedial Rotation under supervision. Failure at supplementary assessment of the Clinical Service Project will require remedial repeat of the Community Rotation. Failure at a supplementary assessment will not prejudice scheduled participation in the Elective Term or in subsequent rotations; the remedial rotation will take place during the period normally allotted to the Pre-Internship Term. If more than one remedial rotation is required then these will be undertaken during subsequent terms. A student undertaking a remedial rotation will be assessed in all themes in that rotation.

Except in the case of the Clinical Service Project in the Community Rotation, a student whose performance at a supplementary assessment fails to meet the theme criteria in the Population Medicine Theme and /or Personal and Professional Development Theme in a single Clinical Rotation will be required to undertake a period of remediation under supervision of the relevant Theme Coordinator or a nominee. The period of remediation may entail monitoring and support in the theme during subsequent Rotations. Supplementary assessment will occur before the start of the Pre-Internship Term, and will be the responsibility of the Rotation in which the student's performance was originally unsatisfactory, acting in consultation with the relevant Theme Coordinator. A student who fails the supplementary assessment will be required to repeat the Rotation in which their performance was unsatisfactory, and will be re-assessed in *all* themes in that rotation.

A student who meets all theme criteria in a single remedial rotation, or who for any other reason completes the requirements for progression to the Pre-Internship Term only at the end of the period normally allotted to the Pre-Internship Term, may enrol in a delayed Pre-Internship Term during the months of January to March. When all assessment requirements for that Pre-Internship Term are met, the student will have completed the requirements for graduation.

A student who is required to undertake more than one remedial rotation, or who is assessed as Not Satisfactory on a repeat rotation or who for any other reason fails to be eligible to progress to a delayed Pre-Internship Term, may enrol in the next scheduled Pre-Internship Term at the end of that academic stage. This will delay the graduation and internship until the following year.

A student who fails to meet the theme criteria after repeating a rotation will be required to show cause why he/she should be permitted to re-enrol in Stage 4.

3.2 Elective term

The factors which would lead to a Not Satisfactory Elective result are:

- A Supervisor's report which indicated a poor or inadequate performance
- The electronic Elective Report and Evaluation are of unsatisfactory standard or incomplete.

If a Supervisor has concerns or problems during the term, the Supervisor should contact the Clinical School Elective Committee Members to discuss any issues.

4. Illness or misadventure

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6.

(5) (g) Special Consideration, (h) Illness or Misadventure During a Stage, (i) Illness or Misadventure at the Time of an Assessment and (j) Special Documentation.

4.1 If a student should miss a summative assessment in any Rotation, due to attested illness or misadventure, the student will be given the opportunity to take a supplementary assessment.

4.2 If a student misses one Rotation or the Elective, due to attested illness or misadventure, the requirements to complete that rotation will be the same as if they had been remediated and reassessed in a rotation (see Section 3) with regards to completing the missed rotation and the subsequent PRINT term.

4.3 If a student misses two Rotations and/or the Elective (either consecutively or separately), due to attested illness or misadventure, the student will be required to undertake the two Rotations and/or the Elective during the PRINT term, October to December, and then during the delayed PRINT term period of January to March. Upon successful completion of these two Rotations, the student may enrol in the next scheduled Pre-Internship Term at the end of that academic stage.

4.4 If a student misses 3 or more Rotations and/or the Elective (either consecutively or separately), due to attested illness or misadventure, then the student will be required to repeat Stage 4, without penalty. In repeating Stage 4, the student must attend and participate in all scheduled teaching and assessment sessions during the Rotations and Elective term.

4.5 If a student is unable to undertake the supplementary Rotation and/or Elective term, due to attested illness or misadventure, then the student will be required to repeat Stage 4, without penalty.

4.6 If a student fails to satisfy theme criteria at the end of the Rotation and/or Elective term and is then unable to undertake a period of remediation, due to attested illness or misadventure, then the student will be required to repeat Stage 4. The student's results in each theme will be recorded as annual result for that year.

5. Appeals

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6. (6) Appeals.

5.1 Any student may appeal against an academic decision that affects the academic assessment or progress of a student. Students seeking to appeal against a progressive summative assessment result during the Rotations or Elective term should make a submission in writing to the Clinical School Associate Dean within seven calendar days of notification of the assessment result. The Clinical School Associate Dean may be able to resolve the appeal at the level of the relevant Clinical School, or alternatively may request consultation with representatives from the relevant Theme Coordinator, the Rotation Chair and/or the OME.

5.2 Following the Annual Examination Committee meeting, students seeking to make representations about a result, must themselves, within seven calendar days of the notification of results, make a submission in writing to the appropriate Stage Coordinator, through the Student Services Unit (MPAU), Faculty of Medicine, setting out the grounds and enclosing any relevant documentation that has not been previously supplied. The appeal will be considered by Faculty within ten working days of receipt of the appeal in the Student Services Unit (MPAU).

PROGRESSION FROM THE PRE-INTERNSHIP (PRINT) TERM TO GRADUATION

1. Progression

In order to progress from the Pre-internship (PRINT) Term and be eligible to graduate, each student is required to have attained knowledge and skills during the PRINT Term. Students must satisfy assessment criteria in the PRINT term in order to be eligible for graduation.

2. Pre-Internship (PRINT) term requirements for graduation

Completion of four (4) of the following five (5) is required in order for Satisfactory performance during the 8-week PRINT term as determined by the PRINT supervisor:

- Clinical Clerking (records and case presentation)
- Communication skills (written and spoken)
- Diagnostic and problem solving skills
- Procedural skills
- Patient management

Completion of each of the following competencies is also required in order for Satisfactory performance during the 8-week PRINT term as determined by the PRINT supervisor:

- An EBM task
- A discharge summary
- A telephone call to patient's GP
- A completed PBS prescription and a hospital medication chart
- Consultation request forms
- Weeks 5-8 form signed by the supervisor
- Satisfactory attendance and participation as determined by the PRINT supervisor
- Satisfactory attendance at all required formative assessments including the mid-term interview with the supervisor and completion of weeks 1-4 form signed by the supervisor

3. Remediation and Reassessment

A period of remediation is to take place during the PRINT term in order for term supervisors to identify as early as possible students struggling to achieve satisfactory performance. The term supervisor is to notify the Associate Dean at the relevant Clinical School of the remediation taking place.

Students identified as having difficulties at the mid-term assessment should have intensive remediation in the second half of the term, avoiding delayed completion of the PRINT term.

If, despite special assistance, a student fails to meet the assessment criteria, s/he may have the opportunity to repeat the term with a different supervisor before the commencement of the intern year. Such remediation will be at the discretion and under the direction of the Clinical School Associate Dean.

4. Illness or misadventure

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6.

(5) (g) Special Consideration, (h) Illness or Misadventure During a Stage, (i) Illness or Misadventure at the Time of an Assessment and (j) Special Documentation.

4.1 If a student misses the PRINT term, due to attested illness or misadventure, the student will be required to undertake a delayed PRINT term in the January to March period. If the student satisfies the requirements of the delayed PRINT term, the student will be eligible for graduation.

4.2 If the student is already undertaking a delayed PRINT term due to previous attested illness or misadventure, or due to remediation and reassessment in a Rotation or Elective term, and misses the delayed PRINT term, due to attested illness or misadventure, then the student will be required to enrol in the next scheduled PRINT term at the end of that academic stage.

4.3 If a student is unable to undertake the delayed PRINT term, due to attested illness or misadventure, then the student will be required to enrol in the next scheduled PRINT term at the end of that academic stage.

5. Appeals

This section must be read in conjunction with the Faculty of Medicine Resolutions Relating to the Degrees of Bachelor of Medicine and Bachelor of Surgery - Section II - 6. (6) Appeals.

5.1 Any student may appeal against an academic decision that affects the academic assessment or progress of a student. Students seeking to appeal against a progressive summative assessment result (i.e. a supervisor assessment report) during the Rotations or Elective term should make a submission in writing to the Clinical School Associate Dean within seven calendar days of notification of the assessment result. The Clinical School Associate Dean may be able to resolve the appeal at the level of the relevant Clinical School, or alternatively may request consultation with representatives from the relevant Theme Coordinator, PRINT supervisor and/or the OME.

5.2 Following the Annual Examination Committee meeting, students seeking to make representations about a result, must themselves, within seven calendar days of the notification of results, make a submission in writing to the appropriate Stage Coordinator, through the Student Services Unit (MPAU), Faculty of Medicine, setting out the grounds and enclosing any relevant documentation that has not been previously supplied. The appeal will be considered by Faculty within ten working days of receipt of the appeal in the Student Services Unit.