

**UNIVERSITY OF SYDNEY MEDICAL PROGRAM
PROGRESSION POLICY
For Cohorts commencing Stage 3 from 2009**

Adopted and ratified by the Dean's Advisory Committee at its meeting on 16 October 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.

PROGRESSION FROM STAGE 3 (Years 3 and 4) TO PRE-INTERNSHIP (PRINT) TERM

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1. Progression

Stage 3 consists of Years 3 and 4 in the USydMP Program. Students are required to satisfy assessment criteria in four (4) Core blocks, four (4) Specialty blocks and one (1) elective during the two years of Stage 3 in order to progress to the Pre-Internship (PRINT) term of the Program.

2. Requirements for progression in Stage 3 (Year 3 and 4)

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

2.1 CORE BLOCK REQUIREMENTS

There are four (4) Core blocks in Years 3 and 4 of Stage 3. They are as follows:

- Medicine III
- Critical Care
- Surgery
- Medicine IV

Within each Core block, a student is required to complete the following:

- Online formative assessment to take place in the second half of the Block
- Satisfactory attendance and performance for all Attachments within the Block (recorded by the supervisor on the Clinical Attachment form)
- Other requirements specific to the Block

2.1.1 Other Core Block Requirements

During the Core blocks, in addition to 2.1, a student will be required to be satisfactory in each of the four Themes in Years 3 and 4 of Stage 3.

A student who is unsatisfactory in one theme will usually be offered a period of remediation and a supplementary assessment.

A student who is unsatisfactory in 2 or more themes will be required to repeat Stage 3.

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

(i) Personal and Professional Development (PPD) Theme

Satisfactory performance requires the demonstration of the following competencies:

- Satisfactory performance in the PPD portfolio
- Satisfactory performance in all PPD Activities including the Ethics case studies
- Satisfactory performance in the Evidence-Based Medicine (EBM) PEARLS task
- Satisfactory attendance at problem based learning sessions and tutorials
- Participation in all required formative assessments (paper-based or online)
- Demonstration of ethical and professional behaviour as determined by the Faculty

Students must meet all requirements in order to receive a satisfactory result from the PPD theme in Stage 3. Students will be permitted two attempts at the EBM PEARLS task during the course of the Core Blocks.

Students who receive an unsatisfactory mark in any of the PPD activities will be required to remediate. Students who are judged unsatisfactory at the end of this period of remediation will fail PPD for the relevant year of Stage 3. The Associate Dean of the student's Clinical School may offer a remediation program for the student where appropriate.

(ii) Basic and Clinical Sciences (BCS) Theme

Progression is dependent upon 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 in all Core Blocks is compulsory.

(iii) 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 supervisor reports

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 Supervisor Reports.

Clinical Performance Assessment: Students will be allowed two attempts at the clinical performance assessment (long case) during the course of the Core Blocks.

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 all Attachments completed within each Core Block 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 on every clinical attachment form, are considered to have insufficient evidence that they have attained the standard of performance required for completion of the Core Blocks. 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' results early in the Attachments, but who has subsequently undertaken remediation and obtained satisfactory clinical attachment forms 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.

(iv) Population Medicine (PopMed) Theme

Satisfactory performance is required in the following competencies:

- Population Medicine on line discussion groups as determined by the PopMed Coordinator or nominee
- All written assessments as determined by the PopMed Coordinator or nominee.

Students must meet these requirements in order to receive a satisfactory result for the Population Medicine theme. 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 judged unsatisfactory in PopMed will be required to remediate. Where, after a period of remediation, students are still unsatisfactory they will fail PopMed for the relevant year of Stage 3. A further period of remediation and supplementary assessment may be offered at the discretion of the Associate Dean of the relevant clinical school.

Remediation Following Unsatisfactory Performance in Core Blocks

Where students are unsatisfactory in a Core block during Year 3, they would normally be offered a chance to remediate in Term E and undertake the missed Specialty block during the PRINT term and then have a delayed PRINT term to follow. Where students are unsatisfactory in Core blocks during Year 4, they would normally be offered a chance to remediate during the PRINT term and then have a delayed PRINT term to follow.

Except that:

Students who have been unsatisfactory in a core block in Year 3 may be offered the chance to remediate concurrent with the Elective term. This opportunity will only be offered where, in the judgement of the discipline head and the Associate Dean of the relevant clinical school and with the approval of the Elective Term Coordinator, the aims of the elective term can be aligned with the need for remediation in the Core Block. In this case a program of remediation and an appropriate assessment will be determined by the Associate Dean of the relevant clinical school.

Students who have been unsatisfactory in a core block in Year 4 may be offered the chance to remediate concurrent with the PRINT term. This opportunity will only be offered where, in the judgement of the Discipline Head and the Associate Dean of the relevant clinical school and with the approval of the PRINT Term coordinator, the aims of the PRINT term can be aligned with the need for remediation in the Core Block. In this case a program of remediation and an appropriate assessment will be determined by the Associate Dean of the relevant clinical school.

Where a student has been unsatisfactory in a Core or Specialty block in Year 3 and then unsatisfactory in another Core or Specialty block in Year 4, they would be expected to repeat Year 4 with a program tailored by the Associate Dean of their Clinical School to their areas of weakness and their incomplete Core and Specialty blocks.

Throughout the course of the attachments in the Core Blocks, 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.

2.2 SPECIALTY BLOCK REQUIREMENTS

There are four (4) Specialty Blocks in Years 3 and 4 of Stage 3. They are as follows:

- Child and Adolescent Health
- Community
- Perinatal and Women's Health
- Psychological Medicine

Each Specialty block has individual requirements that a student must complete in order to be deemed satisfactory in the relevant Specialty block.

Child and Adolescent Health (CAH) Block

i) 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

Attendance at all scheduled activities is expected. Absences will be recorded. Where attendance is not satisfactory for a Specialty block, the matter will be reviewed by the Block Coordinator or a nominee to determine if a satisfactory grade overall for the Block is to be given. Where attendance is a cause for failing a Specialty block, the matter will be notified to the PPD Theme Coordinator or their nominee.

ii) Basic and Clinical Sciences (BCS) Theme

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

iii) Patient and Doctor (PD) Theme

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

iv) Population Medicine (PopMed) Theme

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

Community (CR) Block

i) 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

Attendance at all scheduled activities is expected. Absences will be recorded. Where attendance is not satisfactory for a Specialty block, the matter will be reviewed by the Block Coordinator or a nominee to determine if a satisfactory grade overall for the Block is to be given. Where attendance is a cause for failing a Specialty block, the matter will be notified to the PPD Theme Coordinator or their nominee.

ii) Basic and Clinical Sciences (BCS) Theme

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

iii) Patient and Doctor (PD) Theme

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

iv) Population Medicine (PopMed) Theme

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

Perinatal and Women's Health (PWH) Block

i) 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

Attendance at all scheduled activities is expected. Absences will be recorded. Where attendance is not satisfactory for a Specialty block, the matter will be reviewed by the Block Coordinator or a nominee to determine if a satisfactory grade overall for the Block is to be given. Where attendance is a cause for failing a Specialty block, the matter will be notified to the PPD Theme Coordinator or their nominee.

ii) Basic and Clinical Sciences (BCS) Theme

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

iii) Patient and Doctor (PD) Theme

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

iv) Population Medicine (PopMed) Theme

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

Psychological Medicine (PAAM) Block

i) 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

Attendance at all scheduled activities is expected. Absences will be recorded. Where attendance is not satisfactory for a Specialty block, the matter will be reviewed by the Block Coordinator or a nominee to determine if a satisfactory grade overall for the Block is to be given. Where attendance is a cause for failing a Specialty block, the matter will be notified to the PPD Theme Coordinator or their nominee.

ii) Basic and Clinical Sciences (BCS) Theme

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

iii) Patient and Doctor (PD) Theme

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

iv) Population Medicine (PopMed) Theme

Progression requires satisfactory performance in the PopMed theme case study as determined by the Population Medicine Theme Coordinator or a nominee.

2.3 REQUIREMENTS FOR SATISFACTORY COMPLETION OF 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 is concerned about a student's progress during the Elective Term, the Supervisor will refer the matter to the Elective Term Coordinator for determination.

3. Summative Assessments in Stage 3

a) Summative Written Assessments at Year 3 and Year 4 Barriers

Summative Written Assessments in basic and clinical sciences will take place at the end of Term D in Year 3 and at the end of Term I in Year 4 of Stage 3.

Each exam will comprise of separate sections relating to the relevant Blocks completed by a student.

The possible sections are:

- Critical Care
- Medicine III – Year 3
- Surgery
- Medicine IV – Year 4
- Surgery and Critical Care (combined)- Year 4
- Child and Adolescent Health
- Community Medicine
- Perinatal and Women’s Health
- Psychological Medicine

For a Satisfactory result in the Summative Written Assessment, an overall pass grade must be achieved in the written assessments. A separate pass is not required in each of the sections related to specialty blocks as progression has been decided within the relevant block. The numeric grade will be a combination of the Core Block and Specialty Block grades.

b) Summative Assessments in Specialty Blocks

As per section 2.3, each Specialty Block has summative requirements which a student must satisfy. The overall numeric grade for each Specialty Block will be a weighted sum of the in-Block assessment and the Barrier assessment. This will arise as follows:

- 70% from the in-Block assessment
- 30% from the Summative Written Assessment

4. Remediation and Reassessment

4.1 Remediation and Reassessment following an unsuccessful result in a Specialty Block in Year 3

A Specialty Block Coordinator may choose to offer a supplementary assessment in the week between Blocks. Success in such a supplementary assessment will allow progression without further requirements.

Where students are unsatisfactory in Specialty blocks during Year 3, they would normally be offered a chance to remediate during the PRINT term and then have a delayed PRINT term to follow. Where students are unsatisfactory in Specialty blocks during Year 4, they would normally be offered a chance to remediate during the PRINT term and then have a delayed PRINT term to follow.

Except that:

Students who have been unsatisfactory in a Specialty Block in Year 3 may be offered the chance to remediate concurrent with the Elective term. This opportunity will only be offered where, in the judgement of the Specialty Block Coordinator and the Associate Dean of the relevant clinical school and with the approval of the Elective Term Coordinator, the aims of the elective term can be aligned with the need for remediation in the Specialty Block. In this case a program of remediation and an appropriate assessment will be determined by the Coordinator of the relevant Specialty Block. This Elective Term must take place in Sydney or rural NSW only. Satisfactory completion of this Block and associated assessments will satisfy the requirements for both the Elective Term and remediation of the relevant specialty block.

If a student is deemed not satisfactory in *more* than one Block during Terms A-D, then the student will be required to repeat Terms A-D in the following year.

4.2 Remediation and Reassessment following Summative Written Assessment at the end of Term D

A student who does not satisfactorily complete the Medicine/Surgery/Critical Care component of the Summative Written Assessment after Term D is required to remediate in Term E and will be offered a supplementary assessment after Term E. If the student is successful at that supplementary attempt and with further satisfactory progress, they will undertake the missed Term E during their PRINT term, thus delaying their PRINT. If they are satisfactory in all other aspects of Stage 3, they will be able to graduate with the rest of the cohort.

4.3 Not Satisfactory in the Summative Written Assessment Plus Not Satisfactory in one or more Block Assessments in Year 3 and Year 4

If the student is in Year 3, the student will be required to remediate and repeat Terms A-D.

4.4 Remediation and Reassessment following Summative Written Assessment at the end of Term I (Year 4)

A student who does not satisfactorily complete the Medicine/Surgery/Critical Care component of the Summative Written Assessment after Term I will be required to remediate in the PRINT term and will be offered a supplementary assessment at the end of their PRINT term. If the student is successful at that supplementary attempt and with further satisfactory progress, they will undertake a delayed PRINT Term. If they are satisfactory in all other aspects of Stage 3, they will be able to graduate with the rest of the cohort.

If the student has been unsatisfactory in previous components and thus is already required to complete a delayed PRINT Term, following successful remediation and reassessment at the end of Term J, the student will be required to complete the PRINT term in the following year and thus graduate after the rest of the cohort.

4.5 Remediation and Reassessment following an unsuccessful result in a Specialty Block in Year 4

A Specialty Block chair may choose to offer a supplementary assessment in the week between Blocks. Success in such a supplementary assessment will allow progression without further requirements.

A student who fails a single Speciality Block assessment will be required to remediate for that Block in the period allocated for the student's PRINT Term in the Stage 3 timetable. Satisfactory completion of this Block and associated assessments will satisfy the requirements for the failed specialty Block. Until that remediation occurs, the student will be permitted to continue to complete the Blocks in their stream. With successful reassessment, the student will then be required to complete a delayed PRINT Term if all other requirements of Stage 3 are satisfactory.

Except that:

Students who have been unsatisfactory in a Specialty block in Year 4 may be offered the chance to remediate concurrent with the PRINT term. This opportunity will only be offered where, in the judgement of the Specialty Block Coordinator and the Associate Dean of the relevant clinical school and with the approval of the PRINT Term coordinator, the aims of the PRINT term can be aligned with the need for remediation in the Specialty Block. In this case a program of remediation and an appropriate assessment will be determined by the Coordinator of the relevant Specialty Block. This PRINT Term must take place in Sydney or rural NSW only. Satisfactory completion of this Block and associated assessments will satisfy the requirements for both the PRINT Term and Remediation.

If a student is deemed not satisfactory in *more* than one Block during Terms G-I, then the student will be required to repeat Terms G-I, beginning remediation at the start of the PRINT Term.

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 up to 4 weeks (one attachment) in one Block of Year 3, due to attested illness or misadventure, that student can still progress to Year 4, subject to the usual assessment criteria, but the student would be required to submit one fewer clinical attachment forms with satisfactory attendance and performance. The student would not be permitted to miss any attachments in Year 4, due to attested illness or misadventure. If this did occur, they would be required to repeat Year 4.

5.2 If a student misses two periods of four weeks (2 attachments) in Stage 3 (either consecutively or separately), due to attested illness or misadventure, the student will be required to undertake two supplementary attachments during the Elective Term. If the student has already completed the Elective Term, the supplementary attachments would take place during the PRINT Term. In this case, the student would normally be required to sit a supplementary assessment (to count as the Summative Written Assessment in Year 4) at the end of the two supplementary attachments. If the student failed to meet the criteria for progression at that time, the student would be required to repeat Year 4. The Associate Dean of the relevant Clinical School will designate an appropriate program to be completed in this circumstance

5.3 If a student misses 3 or more attachments (either consecutively or separately) during either Year in Stage 3, due to attested illness or misadventure, then the student will be required to repeat that

Year, without penalty. In repeating the Year, the student must attend and participate in all scheduled teaching and assessment sessions.

5.4 If a student is unable to undertake any supplementary assessment, due to attested illness or misadventure, then the student will be required to repeat the relevant Year in Stage 3, without penalty.

5.5 If a student fails to satisfy theme criteria at the end of the Blocks in a particular Year, and is then unable to undertake a remedial program, due to attested illness or misadventure, then the student will be required to repeat the relevant Year in Stage 3. The student's results in each theme will be recorded as their 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 any Specialty Block, Term D and/or Term I, due to attested illness or misadventure, then either: the student should sit the paper(s) under examination conditions as soon as possible, or if this not feasible, the student should sit the supplementary written assessment at the completion of the period of remediation.

5.8 If a student misses a written supplementary assessment for any Specialty Block, and/or the Barrier written assessment for Term D and/or Term I, due to attested illness or misadventure, then either: the student should sit the paper(s) under examination conditions as soon as possible or if this 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.

Any student may appeal against an academic decision that affects the academic assessment or progress of a student.

6.1 Students seeking to appeal against a progressive summative assessment result (i.e. a supervisor clinical attachment form) during the Core Blocks should make a submission in writing to the Clinical School Associate Dean within seven (7) 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 Students seeking to appeal against a summative assessment result during the Specialty Blocks should make a submission in writing to the Specialty Block Chair within seven (7) calendar days of notification of the assessment result. The Specialty Block Chair may be able to resolve the appeal at the level of the relevant Specialty Block, or alternatively may request consultation with representatives from the relevant Theme Coordinator and/or the OME.

6.3 Following the Annual Examination Committee meeting, students seeking to make representations about a result, must themselves, within seven (7) calendar days of the notification of result, 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 (10) working days of receipt of the appeal in the Student Services Unit (MPAU).

ADDENDUM

For students in Stream 4 commencing Stage 3 in 2009, given that the Elective Term is in Term D rather than in Term F for this year only, if a failure in a Specialty Block occurs after the Elective Term has been completed, then the Faculty will discuss remediation and reassessment with the student on a case by case basis.