



# Deakin Medical Imaging Student Code of Conduct

The values, attitudes and behaviours to which all Medical Imaging students and medical radiation practitioners should aspire are outlined in the 'Code of Conduct for Medical Radiation Practitioners' issued by the Medical Radiation Practice Board of Australia in March 2014. Students are expected to be familiar with and adhere to this Code, to conduct themselves in a professional manner which demonstrates respect for staff and other students, and to comply with course rules and attendance requirements within the academic and clinical practice components of the course.

Development of professionalism is a fundamental component of the Deakin Medical Imaging curriculum. The professional requirements and the continuum of professional development closely aligns with the Code of Conduct of the Medical Radiation Practice Board of Australia. (MRPBA). The goal of the Medical Imaging course is to produce graduates who are able to deliver effective medical imaging services within the scope of practice of the regulatory and ethical frameworks that govern safe practice with regard to medical radiations and also to demonstrate the professional behaviour and conduct expected by the Australian community.

The overall objectives of professional development and clinical training during the Medical Imaging course are also contextualized with the specific provisions for medical radiation practitioners as detailed in Appendix A of the Code of Conduct of the MRPBA which are stated as:

- Providing good care
- Practising effective interpersonal and therapeutic communication.
- Practising in a way that promotes safe use of radiation for the purposes of diagnosis and therapy.

In addition it is also expected that students in the course will also undertake to :

- Prevent harm to patients and their families, the community, students, healthcare professionals and other colleagues
- Encourage self reflection on professional behaviour
- Recognize limitations on the scope of an individual's medical imaging practice
- Monitor, support and maintain the mental and physical health of medical imaging students and colleagues and recognize the impact of health problems on safe practice
- Encourage recognition of medical imaging error.

Teaching, promotion and regulation of professionalism within the medical imaging course has also been designed to be consistent with regulatory processes for medical imaging practitioners after graduation and includes elements of self-regulation, self reflection and continuing professional development.

Within the context of membership of the Deakin University community this Code of Conduct also covers



- Attendance
- Verbal and written communication with University and health service staff, and with other students, including online communication
- Behaviour in tutorials and other teaching and learning activities
- Conduct and behaviour in clinical settings.

### **Professional Standards Subcommittee**

Students who do not comply with professional behavior standards set out in this Code of Conduct may be referred to the Professional Standards Subcommittee (PSS) for possible remediation or disciplinary measures. All students referred to the PSS will be offered appropriate support.

Unsatisfactory outcomes from the PSS process will lead to referral for further disciplinary proceedings in accordance with Statute 4.1 – Student Discipline and Regulation 04.1(1). – Student Discipline (see <http://theguide.deakin.edu.au/>)

### **Code of Conduct for Medical Radiation Practitioners**

Students must read and become familiar with the Code of Conduct for Medical Radiation Practitioners ( <http://www.medicalradiationpracticeboard.gov.au>).

### **Respect for Staff and Other Students**

1. Students must be honest, reliable and responsible in their interactions with University and health service staff and with other students. This includes completing agreed tasks and duties, meeting deadlines, maintaining punctuality and informing staff and students of any intended absences.
2. Students must show respect in their interactions with University and health service staff and with other students, irrespective of gender, age, culture, ethnicity, social and economic status, sexual preferences and beliefs.
3. Students must use appropriate language in all verbal and written communication, including online communication. They must not communicate in a manner which is aggressive, hostile, derogatory or demeaning toward other students or staff.
4. Students are expected to contribute to all group learning activities in a manner consistent with the self-directed learning and collaborative learning principles which underpin the Deakin curriculum. Behaviour in teaching and learning activities must not interfere with the learning opportunities of other students.



## Professional Behaviour in Clinical Settings: A General Guide for Students

During the four years of the Medical Imaging course, you will undertake a wide range of placements at a variety of Medical Imaging clinical sites and establishments. The placements are an opportunity to demonstrate a strong assimilation of technical skills and exhibit professional behaviour and ethical practice. During clinical placements, you are expected to comply with the principles of the 'Code of Conduct for Medical Radiation Practitioners' issued by the Medical Radiation Practice Board of Australia in March 2014

You are also expected to observe all of the relevant protocols and policies of the health services and human service providers accepting Deakin Medical Imaging students (e.g. occupational health and safety procedures, emergency procedures, dress code, infectious diseases policies). The AHPRB / MRPBA and Deakin codes of conduct are consistent with these protocols but protocols and policies do change from time to time. The School of Medicine and Clinical Coordinators attached to the Medical Imaging Course will inform you about these changes as quickly as possible but you may be required to observe any additional policies and procedures which are communicated to you before or during placements.

Prior to undertaking clinical placement, you must attend any briefing sessions which have been arranged and/or be able to demonstrate knowledge of the issues covered in the briefing sessions. Longer placements, mostly in the later years of the course, will generally be preceded by site specific briefing sessions.

### 1. Professional Appearance and Dress Standards

- 1.1 When visiting patient contact areas you must be appropriately dressed and conform to the standards of the hospital or practice setting. Inappropriately attired students may be excluded by the agency from the placement site.
- 1.2 Appropriate dress cannot easily be prescribed or itemised, but some examples can be given.
  - Students, whilst on clinical placement, are required to adhere to professional Codes of Conduct in their appearance. Students must wear Deakin University, Medical Imaging uniform, with black trousers or skirt and display their Deakin University ID and Deakin name badge.
  - Revealing attire generally is considered inappropriate to the work environment (eg plunging necklines, exposed midriff or very short hemlines).
  - More stringent requirements may be necessary for particular areas or activities (eg. operating theatres).
  - Enclosed footwear must be worn at all times.
  - Hair that is longer than collar length should be neatly tied back
  - Jewellery may be inappropriate in some placements (eg Radiology and MRI ) – advice should be sought from the clinical supervisor.
  - Facial piercings and visible tattoos are not acceptable in most clinical settings.



1.3 Good personal hygiene standards must be maintained at all times.

## 2 Identification Badges

You must wear official identification badges at all times. These should be displayed in a visible position such as on the lapel of a shirt or coat, rather than attached to a belt or trouser pocket.

## 3 Mobile Telephones

Mobile telephones are only to be used in accordance with the policy of the relevant hospital or service. Some health services require visitors, staff and students to turn off their mobile phones.

## 4 Medical Records and Confidentiality

- 4.1 Information provided to healthcare professionals must be treated with absolute confidentiality. As a medical imaging student the people you interview will trust you with personal, private and sometimes intimate information that they would normally not divulge. You will also have access to confidential files or other clinical information such as the results of investigations and you may be present during confidential discussions. This is an enormous privilege and a great responsibility.
- 4.2 Medical records are highly privileged documents and are to be treated with absolute confidentiality. Any significant breach of this instruction will attract disciplinary action.
- 4.3 You are authorised to access the medical and prescription records of patients you have seen or discussed on the ward or treatment area in which you are working. You are not authorised to view the records of patients unless you have a particular and appropriate purpose for doing so.
- 4.4 You are not authorised to consult case notes from Medical Records Departments without the permission of the clinical tutor.
- 4.5 You must not remove medical and prescription records from the immediate vicinity in which they are accessed (e.g. the ward or consulting room).
- 4.6 Without permission of the patient or client you should not be involved in any conversation that would allow others to identify that person, no matter how trivial the problem which has led them to seek advice. Particular care is necessary in potentially public places within the placement setting, such as lifts or common rooms. It is a breach of confidentiality to discuss patient details outside the confines of the placement setting or the School or for any reason other than professional purposes. Highly specialised services may have further specific requirements concerning confidentiality and safety.



- 4.7 Any notes you take must be kept in a secure place and destroyed when you no longer need them.
- 4.8 You should never allow anyone who is not involved in a patient or client's care to read any notes or see any investigational material without consent.
- 4.9 The patient or client should not be identified in any presentation to individuals not directly involved in provision of care.

## **5 Examination/Procedures with Patients**

- 5.1 The consent of the Nurse Unit Manager (or senior nurse on duty) must be obtained before examining or speaking to a patient in a hospital ward or the Supervisor within a non-hospital imaging facility.
- 5.2 It is well documented that hand washing is the single most effective way to prevent the spread of nosocomial infections. You should wash or disinfect your hands before and after every patient you examine. You should never examine a patient unless your fingernails are clean.
- 5.3 For paediatric patients, if a parent is not available as a chaperone during an examination or procedure, the clinical supervisor should be asked to advise on an appropriate chaperone.

## **6 General Behaviour**

- 6.1 You are expected to display professional behaviour at all times. This includes being respectful to University/hospital/health service staff, colleagues and other students and using appropriate language in all communications.
- 6.2 If there are any issues or problems that are impacting on your ability to attend practice, it is your responsibility to seek assistance and contact the Clinical Placement Coordinator, Unit chair or Course director
- 6.3 If you are concerned about an activity or procedure that you are requested to undertake by an on-site supervisor you should speak in confidence to the Unit Chair or Course Director.

## **7 Communications with the Media and Members of the Public**

- 7.1 You are not authorised to speak to the media, either about individual patients or about more general issues of media interest unless provided with authorisation from the relevant Manager/CEO/Director and University supervisor.



7.2 If you are concerned about any issue at the University or a placement site which you believe to be of public interest you should discuss the issue in confidence with the Course Director before committing to a course of action that may attract the attention of the media.

## **8 Use of Alcohol and Other Drugs**

You will be immediately dismissed from the learning environment and/or a placement site if it is believed you are intoxicated by alcohol or another substance. Disciplinary action would normally be taken if this occurred.



## **STUDENT DECLARATION**

I have read and understood the Deakin Medical Imaging Student Code of Conduct and agree to adhere to this Code throughout the course, including any revised versions.

Full Name

Student Number

Signature

Date

Please return this signed form to:

School Experience Team  
School of Medicine  
Faculty of Health  
Deakin University  
Geelong campus at Waurnd Ponds