2020 Placement Allocation Process

MD Program
Phase 2 - Year 4 2020
Welcome

I would like to welcome you to the presentation that will inform you about the Year 4 of your MD program.

- Monica Galea – Senior Placements Officer, Clinical Placements Team
- Professor Sarah Strasser – Head of Rural Clinical School

We ask that you keep all questions until the end of the presentations as the question may be answered along the way.

Please turn off your Zoom video and microphone so as to not interrupt the presentation.

This session is being recorded and will be available on the Year 3 Community Blackboard Site 2019
Medicine Faculty Placement Team

- Monica Galea – Senior Placement Officer (Acting)
- Louise Nimwegen – Placement Officer
- Laura Jess – Placement Officer
- Jemma O’Connor – Placement Assistant

med.placements@uq.edu.au

The team is located in the Oral Health Building, Level 5, Herston Campus
Ochsner Students

Ochsner will have their 2020 Year 4 Allocation presentations in June, presented by Scott Peters, Manager Operations & Student Affairs at Ochsner.

The preferencing options and timelines for Ochsner students may differ from those outlined in this presentation and you should follow the instructions and information supplied by my Ochsner Colleagues.
2020 MD Phase 2 Clinical Allocations
Year 4

• Phase 2 Allocation Guidelines
• Phase 2 Allocation Process
• Year 4 Placement Blocks
• Preferencing
  1. Clinical Unit
  2. PLC Elective Block Order
  3. Med Spec and Elective
• Special Consideration
• Swaps
• Away Clinical Placements
• Placement Management System
• Timeline
Phase 2 Allocation Guidelines

- The 2020 Allocation Guidelines provide the framework for managing the phase 2 allocation process and will be released shortly.

- The Faculty will publish timelines for each stage of the Phase 2 Allocation Process, as well as preferencing dates, on the website:
  - medicine-program.uq.edu.au/key-dates
  - https://medicine-program.uq.edu.au/current-students/placements
  - It is the students responsibility to be aware of this schedule and submit applications within the required timeframe.

- Students are responsible for ensuring that their mySi-Net enrolment matches their allocated clinical placements in the Placements system.

- Students should enrol for the entire academic year. Any questions regarding enrolment should be directed to the Student Administration on med.enquiries@uq.edu.au
Phase 2 Allocation Process

The Phase 2 Allocation Process is designed to facilitate the equitable distribution of students in Clinical Placements throughout the Academic Year and across all available Clinical Units.

Overview:

• Placements blocks will occur on the dates as specified by the 2020 MD Academic Calendar.

• Students will be allocated to a “home” Clinical Unit for the Academic Year, where they will gain a good sense of their home hospital as well as it’s staff, layout, and facilities.
  • Each Clinical Unit however includes major and peripheral teaching hospitals and facilities that students will be required to attend.

• To facilitate this, the Faculty has developed “pathways” - the sequence of placements that one student will take across the entire year.

• The **2020 pathways** will be available on the website shortly and will give an idea of the likely sequences of placements available at different clinical units and the number of students attached to each.
Year 4 Placement Blocks

The Placement Semesters and Blocks for Year 4 are:

Obstetrics and Gynaecology
Paediatrics
Elective

Medical Specialities
Emergency
Orthopaedics
Ophthalmology
Anaesthetics
Intensive Care

Note! You will preference on which block you undertake your Elective, which will determine your semester order.
Preferencing

What do I need to preference next year?

1. Clinical Unit
2. Elective Block Order
3. Med Spec
   + Elective
1. Clinical Unit Preferencing

In the *Placements* system, Clinical Units will be represented by the Home Hospital that is associated with the Clinical Unit. Therefore, you will need to preference on the corresponding Home Hospital shown below.

<table>
<thead>
<tr>
<th>Clinical Unit you wish to attend</th>
<th>Home Hospital you should select within the preferencing system</th>
</tr>
</thead>
<tbody>
<tr>
<td>RCS Bundaberg</td>
<td>Bundaberg Hospital</td>
</tr>
<tr>
<td>RCS Hervey Bay</td>
<td>Hervey Bay Hospital</td>
</tr>
<tr>
<td>RCS Rockhampton</td>
<td>Rockhampton Hospital</td>
</tr>
<tr>
<td>RCS Toowoomba</td>
<td>Toowoomba Hospital</td>
</tr>
<tr>
<td>Ipswich Clinical Unit</td>
<td>Ipswich Hospital</td>
</tr>
<tr>
<td>Royal Brisbane Clinical Unit</td>
<td>Royal Brisbane and Women’s Hospital</td>
</tr>
<tr>
<td>Northside Clinical Unit</td>
<td>The Prince Charles Hospital</td>
</tr>
<tr>
<td>PA-Southside Clinical Unit</td>
<td>Princess Alexandra Hospital</td>
</tr>
<tr>
<td>Greenslopes Clinical Unit</td>
<td>Greenslopes Private Hospital</td>
</tr>
<tr>
<td>Mater Clinical Unit</td>
<td>Mater Hospital Brisbane</td>
</tr>
</tbody>
</table>
Students will be allocated to a Clinical Unit for the duration of the Academic Year, and will undertake most of their Clinical Placements in the teaching sites associated with that Clinical Unit. However, students may be required to complete some components of their placements at other clinical locations. Example – Northside Clinical Unit – Students may be expected to attend Redcliffe Hospital (RC), The Prince Charles Hospital (PC), St Vincent’s Hospital Northside (SV), Royal Brisbane & Women’s Hospital (RB) and Caboolture Hospital (CH).

It is recommended that students read and understand the allocation pathways before they preference. They are available on the Placements website.

Clinical Unit Allocation Pathways

<table>
<thead>
<tr>
<th>Pediatrics</th>
<th>Obstetrics and Gynaecology</th>
<th>Medical specialties</th>
<th>Emergency medicine</th>
<th>Orthopaedics</th>
<th>Ophthalmology</th>
<th>Anaesthetics</th>
<th>Intensive Care</th>
</tr>
</thead>
</table>

Year 4 Allocation Presentation | 03/04/2019
Rural Clinical School Guidelines

25% of Domestic medical students attend RCS for a minimum of one academic year. Students who are regarded as domestic include:

- Australian Citizens
- Students with APR (Australian Permanent Resident) status
- New Zealand Citizens

• Students who are allocated to RCS must complete at least 1 full academic year in the Rural Clinical School.
• If you are allocated to the Rural Clinical School for the 1st time in year 4 you are still able to undertake your PLC externally
• Students who are entering their second year at a Rural Clinical Site may request to undertake their Medical Specialties placement at a Brisbane metro site.
• In 2020 there will be an opportunity for International Onshore Students to be allocated to the Rockhampton Clinical Unit in Years 3 and 4.
  - International Onshore Students wishing to apply for this opportunity will be required to submit a written application via a checkbox survey and will be asked some key questions as part of their application
  - selection may include an interview.
2. Personalised Learning Course (PLC) Elective Block Preferencing

Students will have the opportunity to preference when they wish to complete their Elective. You will preference the blocks 1 – 6.

Remember! The order of your Elective, also determines your semester order.

Following the completion of preferencing based on Clinical Unit and Elective Block, students will be allocated a “pathway” outlining their placements for the full year.
3. Medical Specialities (Med Spec) Preferencing

• After the release of finalised allocations, students will have the opportunity to nominate their preferences for Medical Speciality sub-disciplines that are available within their allocated Clinical Unit.

• Preferencing for Med Spec will be Block based, with preferencing opening approximately 10 weeks before the start of each Med Spec Block.

• The preferences available for Med Spec are dependent on which Clinical Unit and pathway you have been allocated to. Students must choose from the available list at their Clinical Unit, and are not able to swap sites for their Med Spec.

• Students who are allocated to the Rural Clinical School for a second year (i.e. a returning RCS student) will have the opportunity to undertake their Medical Specialties placement at another UQ Clinical Unit (metropolitan or rural).

• There is a summary of the placements available at each clinical unit on the Placements website, or the link is below:


Please note this is a guide only and is subject to change due to operational requirements.
3. PLC Elective Preferencing

The PLC Elective can be undertaken anywhere in Australia or overseas and is not limited to UQ Clinical Units.

For their Elective Placement, Students can choose to either:

- complete their Elective at a UQ Clinical site OR
- they can apply to self-arrange their Elective somewhere other than a UQ Clinical Site.

Electives completed at UQ Clinical Sites:

- Students are able to undertake their Elective placement at any UQ Clinical Unit, regardless of their clinical unit allocation.
- Preferencing will open eight weeks prior to the start of each Elective block.
- You can find a tentative list of available UQ Elective placements on the Placements website:  
  https://medicine-program.uq.edu.au/current-students/placements/year-4-preferencing-and-allocations

Note! UQ Clinical Site Electives are to be taken in their entirety and cannot be split.
PLC Elective Preferencing (Cont)

External Self-Arranged Elective Placements:
- Students are also able to undertake a self-arranged Elective placement somewhere other than a UQ Clinical Site and are responsible for sourcing and arranging their own placement.
- Electives undertaken externally to UQ Clinical Sites are not deemed to be Away Placements.
- Applications need to be in at least 12 weeks prior to the commencement of their Elective placement. This is to allow the University sufficient time to obtain the appropriate approvals, and ensure a Student Placement Agreement (SPA) is in place.
- Students are advised to not make travel arrangements until final approval from the faculty has been received.
- The Placements website contains information on where past students have secured their Electives, and information on opportunities available with our overseas partnership Universities.
- Application details can be found on the Placements website:
  https://medicine-program.uq.edu.au/current-students/placements/year-4-preferencing-and-allocations

Note!
If a student is not allocated to a placement 4 weeks from commencement of the placement block they will be required to select one of the remaining Clinical Unit opportunities.
Special Consideration

Students may have a circumstance that will impact on their ability to undertake placements at a specific site or semester order.

This is known as **Special Consideration**, and allows the student to apply to be assigned to a placement through a process that is separate to the usual method of Phase 2 placement allocation.

The Special Consideration process will open prior to the start of allocation preferencing.

All applications for Special Consideration must be supported by evidence, and will be assessed on a case-by-case basis. Approval of applications for Special Consideration will be made at the sole discretion of the Faculty.
Special Consideration (CONT)

Categories
• Related to health, carer responsibilities
• Enrolment in RhD at UQ
• Recognised as an Elite Athlete
• Have a current Student Access Plan

Applications
Applications for Special Consideration will be open from the 6th of May 2019.

Information pertaining to the Special Consideration process can be found in section 8 of the Allocation Guidelines.

If students have any questions they should be sent to med.placements@uq.edu.au
Swaps

• The Phase 2 Allocation Process includes a mechanism for Students to request one direct swap.
• Students will be required to swap their allocation for the entire Academic Year.
• Partial swaps will not be considered.
• Students are responsible for locating a suitable swap

Applications

Applications will be open week commencing 29 July 2019. Please note, students are permitted 1 (one) swap application only.

The Swap Request Application Form will be available on the website.
Away Clinical Placements

Students of Good Academic Standing may seek to undertake, up to three (3) Away Clinical Placements in Phase 2.

Approved opportunities for Away Placements for Year 4:

<table>
<thead>
<tr>
<th>Placement</th>
<th>How</th>
<th>Who</th>
</tr>
</thead>
<tbody>
<tr>
<td>Medical Specialties</td>
<td>Self-Arranged</td>
<td>All Students</td>
</tr>
<tr>
<td>Surgical Specialties &amp; Critical Care</td>
<td>Pre-Approved (UQ Ochsner Clinical School, USA)</td>
<td>All Students - priority will be given to students who can demonstrate an intention to practice medicine in North America</td>
</tr>
<tr>
<td>• Emergency Medicine / Orthopaedics</td>
<td></td>
<td></td>
</tr>
<tr>
<td>• Anaesthetics / ICU / Ophthalmology</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Surgical Specialties &amp; Critical Care</td>
<td>Pre-Approved (Queens University, Canada)</td>
<td>All Students – priority will be given to students who can demonstrate an intention to practice medicine in North America</td>
</tr>
<tr>
<td>• Emergency Medicine / Orthopaedics</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Applications

• Med Spec placements - students will need to apply no later than 12 weeks prior to the commencement of their placement.

• Ochsner and Queen’s placements – applications open in August.
Away Clinical Placements (cont)

• Students must organise their Away Clinical Placement to match their original Clinical Placement allocation.

  Note! We understand that these placements may need to be arranged well in advance of the allocation process. Therefore, students who can prove they have arranged, or begun to arrange an external placement, can apply for Special Consideration of their allocation order.

• Once final approval for an Away Clinical Placement is provided, the original Clinical Placement allocation will be removed and may not be available if the student elects to not undertake their Away Clinical Placement.
Placements
Placement Management System
Placements
Placement Management System
Logging in to Placements - https://placements.uq.edu.au/

*If you're unable to log in email: itsupportdesk@its.uq.edu.au
Placements
Placement Management System

Placements home screen
Home screen navigation

- Toolbar
- Confirmed pane
- To Do list
- Available pane
- Notifications list
- User Account menu
Preferencing – where to find it

To Do:
- Your contact number details have not been recorded. It is a mandatory requirement to supply a mobile contact number before undertaking a Placement. Select here to enter your number.
- Information required for MED - Phase 1 Student Requirements - Prerequisites
- Information required for UQ - Emergency Contact Details - Provide emergency contact details below.

Agency Preferences are now open for MED YR 3 Onshore Requirement AD. - Closes on: 20/06/2018
Placement Block Preferences are now open for MED Y3 Students - Onshore 2019, LN. - Closes on: 26/06/2018

This will appear on your ‘to do’ list once preferencing is open.
Selecting Preferences – Clinical Unit

1. Select the preferred clinical unit.
2. Confirm that 11 agencies have been selected (Maximum Preferences Met).
3. Proceed to rank preferences.
## Selecting Preferences – Clinical Unit

### Domestic Students

#### Preferences:

1. Redcliffe Hospital
2. The Prince Charles Hospital
3. Greenough Hospital
4. Hervey Bay Hospital
5. Rockhampton Hospital
6. Mater Hospital Brisbane
7. Bundaberg Hospital
8. Townsville Hospital
9. Royal Brisbane and Women's Hospital
10. Greenslopes Private Hospital
11. Princess Alexandra Hospital

[Submit preferences button]
Selecting Preferences – Clinical Unit (cont)

Note: International students cannot be located to a rural clinical site, so will need to preference the four rural clinical sites as preference 8-11.

<table>
<thead>
<tr>
<th>Preference</th>
<th>Hospital Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st</td>
<td>Greenslopes Private Hospital</td>
</tr>
<tr>
<td>2nd</td>
<td>Redcliffe Hospital</td>
</tr>
<tr>
<td>3rd</td>
<td>The Prince Charles Hospital</td>
</tr>
<tr>
<td>4th</td>
<td>Royal Brisbane and Women's Hospital</td>
</tr>
<tr>
<td>5th</td>
<td>Ipswich Hospital</td>
</tr>
<tr>
<td>6th</td>
<td>Mater Hospital Brisbane</td>
</tr>
<tr>
<td>7th</td>
<td>Princess Alexandra Hospital</td>
</tr>
<tr>
<td>8th</td>
<td>Bundaberg Hospital</td>
</tr>
<tr>
<td>9th</td>
<td>Hervey Bay Hospital</td>
</tr>
<tr>
<td>10th</td>
<td>Rockhampton Hospital</td>
</tr>
<tr>
<td>11th</td>
<td>Townsville Hospital</td>
</tr>
</tbody>
</table>

Selecting Preferences – Clinical Unit (cont)
Confirmed placements

<table>
<thead>
<tr>
<th>Name</th>
<th>Type</th>
<th>Period</th>
<th>Duration</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mater Hospital - Brisbane</td>
<td>Placement</td>
<td>16/01/2019 - 27/01/2019</td>
<td>10 Days ICU</td>
<td>To be finalised</td>
</tr>
<tr>
<td>Mater Hospital - Brisbane</td>
<td>Placement</td>
<td>28/01/2019 - 10/02/2019</td>
<td>10 Days Ophthalmology</td>
<td>To be finalised</td>
</tr>
<tr>
<td>Mater Hospital - Brisbane</td>
<td>Placement</td>
<td>11/03/2019 - 24/03/2019</td>
<td>10 Days Anaesthetics</td>
<td>To be finalised</td>
</tr>
<tr>
<td>Mater Hospital Brisbane (Thoracic Medicine)</td>
<td>Placement</td>
<td>25/02/2019 - 3/04/2019</td>
<td>30 Days Medical Specialties</td>
<td>Current</td>
</tr>
<tr>
<td>Mater Hospital - Brisbane</td>
<td>Placement</td>
<td>15/04/2019 - 5/05/2019</td>
<td>15 Days Emergency</td>
<td>Upcoming</td>
</tr>
<tr>
<td>Mater Hospital - Brisbane</td>
<td>Placement</td>
<td>6/05/2019 - 26/05/2019</td>
<td>15 Days Orthopaedics</td>
<td>Upcoming</td>
</tr>
<tr>
<td>Queensland Children’s Hospital</td>
<td>Placement</td>
<td>26/06/2019 - 4/08/2019</td>
<td>10 Days Paediatrics and child health</td>
<td>Upcoming</td>
</tr>
</tbody>
</table>
### Timeline – Onshore Students (Yr 4)

<table>
<thead>
<tr>
<th>Task</th>
<th>Dates (2019)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Information Session (Year 4 in 2020) - Onshore</td>
<td>3 April</td>
</tr>
<tr>
<td>Special Consideration Process</td>
<td>6 May – 3 June</td>
</tr>
<tr>
<td>Students submit preferences for Clinical Unit and PLC Elective Block order</td>
<td>10 – 17 June</td>
</tr>
<tr>
<td>Release of <strong>provisional</strong> allocations to students</td>
<td>w/c 22 July</td>
</tr>
<tr>
<td>Students apply for placement swaps</td>
<td>w/c 29 July, close 7 August</td>
</tr>
<tr>
<td>Release of <strong>finalised</strong> clinical placement allocations</td>
<td>w/c 12 August</td>
</tr>
<tr>
<td>Students apply for OCS and Queens placements</td>
<td>12 – 19 June</td>
</tr>
<tr>
<td>Release of <strong>finalised</strong> pre-approved OCS and Queens placements</td>
<td>w/c 26 August</td>
</tr>
<tr>
<td>Med Spec preferencing for Block 1 opens (10 weeks prior)</td>
<td>28 Oct – 4 November</td>
</tr>
<tr>
<td>Release of finalised Med Spec for Block 1</td>
<td>18 November</td>
</tr>
<tr>
<td>PLC Elective preferencing for Block 1 opens (7 weeks prior)</td>
<td>18 – 25 November</td>
</tr>
<tr>
<td>Release of finalised PLC Elective for Block 1</td>
<td>2 December</td>
</tr>
</tbody>
</table>
Closing Notes & Information

Questions about anything related to clinical allocations and placements should be directed specifically to:

med.placements@uq.edu.au

The 2020 Allocation Guidelines

https://medicine-program.uq.edu.au/current-students/key-guidelines

Timeline

https://medicine-program.uq.edu.au/key-dates

Additional Preferencing Dates

https://medicine-program.uq.edu.au/key-dates
Questions?

Thank you
Placements Team
Faculty of Medicine
Med.placements@uq.edu.au