



Deakin Medical Imaging Student

Code of Conduct

Introduction

Deakin Medical Imaging Students must comply with all relevant codes of conduct at the university, course, placement and professional levels. The purpose of this document is to emphasize some particular areas and identify additional expectations that apply to you as a Medical Imaging student. The goal of your course is to produce graduates who practice safely and demonstrate the professional behaviour and conduct expected by the Australian community. This code of conduct therefore emphasizes that students should demonstrate respect for all. It should be read in conjunction with each of the other relevant codes of conduct and guidelines listed at the end of the document. It has a particular focus on the learning environments and approaches that are specific to the Medical Imaging course such as clinical placements and anatomy and clinical skills laboratory environments.

General Behaviour

All students are expected to comply with the Deakin University Student Code of Conduct. This sets out the standards of responsible and ethical behaviour and conduct expected of all students of the University and is available here. In addition, the following apply or are emphasized:

- Be honest, reliable and responsible in your interactions with others. This includes completing agreed tasks and duties, meeting deadlines, maintaining punctuality and informing staff and, where relevant, fellow students of any absences.
- Show respect in your interactions with others irrespective of individual attributes including, but not limited to, gender, age, sexual preferences, culture, ethnicity, social and economic status, and beliefs or religious practices.
- Act as supportive bystanders if you witness any behaviours that may cause harm or offence to others. This may involve taking action to speak-up to stop the behaviour, being aware of the relevant legal and policy framework and supporting the person to report the situation or reporting on their behalf.
- Use appropriate language in all communication, including written, verbal, non-verbal and online communication including social media. Do not communicate in a manner which is aggressive, hostile, derogatory or demeaning toward others.

Attendance requirements

Specific requirements exist across the course. The following standard is set for your attendance:

- Follow attendance requirements whenever they are specified in course or unit guides. This includes Problem-based Learning tutorials, clinical skills sessions and placement requirements.



Specific Learning Environments

As a Medical Imaging student you will learn in some particular ways and environments. We draw your specific attention to the following requirements:

- 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 or impact negatively on the learning opportunities of other students.

For Anatomy and Pathology Laboratories

- A specific code of conduct applies to all staff and students working or studying in Anatomy and Pathology Laboratories. Please ensure that you have read, understood and signed the code of conduct and associated declaration related to these requirements.

For peer examination activities

- In laboratory learning (both anatomy and clinical skills sessions) you may also be expected to participate in peer examination activities. Please ensure that you have read, understood and signed the information and relevant consent form related to these requirements.

Placement and clinical requirements

The remainder of this Code of Conduct relates to the special requirements associated with your placements throughout the course and to any teaching activity that includes patients and / or simulated patients.

All students are expected to comply with the Deakin University Placement Procedure available [here](#).

Medical Imaging students must also read and are expected to adhere to the 'Code of Conduct for Medical Radiation Practitioners' available online [here](#). This outlines the professional expectations with regards to providing good care, working with patients, other healthcare professionals, working within the healthcare system, minimising risk, maintaining professional performance, professional behaviour, ensuring health, teaching, supervision and assessing and undertaking research.

Students are also expected to observe all relevant protocols and policies of any placement they attend including Occupational Health and Safety (OHS), emergency procedures, dress codes, infectious diseases, orientation requirements and attendance policies. Students must be aware that protocols and policies do change from time to time and it is your responsibility to stay updated.



Professional appearance and dress standards

For all placement activities:

- Dress appropriately and conform to the standards of the placement setting. Inappropriately attired students may be excluded by the placement site.
- Wear clothing that is suitable for the work requirements, for your own comfort and which meets usual and reasonable workplace standards. Medical Imaging students must wear Deakin University Medical Imaging uniform with black trousers or skirt.
- Give particular consideration to clothing choices that may cause offense to others.
- Follow specific requirements as determined by the context (e.g. operating theatres).
- Follow all OHS requirements and use reasonable judgement with regard to hair and jewellery. In particular think about choices which may cause you harm (e.g. loose jewellery which may get caught in equipment and lead to accidents) or cause harm to others (e.g. jewellery which may cause discomfort when examining patients). Jewellery may be inappropriate in some placements (e.g. MRI and Radiology) and you should confirm the requirements with your clinical supervisor.
- Wear enclosed footwear at all times.
- Maintain good personal hygiene standards at all times.
- Wear official identification badges at all times and display these in a visible position.

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. Mobile phones should not be used to record images of patients, their notes and / or results in any format (e.g. audio, video or photographic).

Medical Records and Confidentiality

The topic of Medical Records is dealt with in detail under the Professional Behaviour section of the 'Code of Conduct for Medical Radiation Practitioners'. Confidentiality and privacy are outlined in the section on Working with Patients. In addition, students should note and adhere to the following:

- Information provided to healthcare professionals must be treated with absolute confidentiality. People interviewed by a medical imaging student will trust the student with personal, private and sometimes intimate information. Students will also have access to confidential files or other clinical information such as the results of investigations and information disclosed during confidential discussions. This is a professional privilege and responsibility and should not be shared except within the relevant professional context.
- Students are only authorised to access the patient records of patients they have seen or discussed in the clinical environment in which they are working. Students are not authorised to view the records of patients unless they have a particular and appropriate purpose for doing so.
- Students are not authorised to consult patient records from Medical Records Departments without the permission of the managing clinician.



- Students must not remove patient records from the immediate vicinity in which they are accessed (e.g. the clinic or consulting room).
- Students must comply with their responsibilities in relation to confidentiality. This includes:
 - Students must not be involved in any conversation that would allow others to identify the patient/client, no matter how trivial the problem which has led them to seek advice, unless the student has the permission of the patient/client involved.
 - Students taking particular care in any discussion in any potentially public places within the placement setting, such as corridors, lifts or common rooms.
 - Students should refrain from discussing patient details outside the confines of the placement setting or the School of Medicine or for any reason other than professional purposes.
 - Students being aware of any special requirements concerning confidentiality and/or safety of any particular services.
- Any notes taken by students must be kept in a secure place and destroyed when no longer needed.
- Students 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 the patient's/client's consent.
- The patient or client should not be identified in any presentation to individuals not directly involved in provision of care. This includes all assessment activities.

Examination of and procedures with patients

Students should take note of the requirements in the 'Code of Conduct for Medical Radiation Practitioners' related to 'Working with Patients'. In addition, the following are requirements for Medical imaging students when examining or performing procedures on patients;

- Students are responsible for ensuring that their clinical skills and knowledge are sufficient to allow them to provide safe care, under direction. Students who put their patients at risk because of inadequate knowledge or clinical skill may be prevented from seeing patients until their skill and / or knowledge is at the required standard.
- Students providing clinical care must follow all instructions provided by their supervisor and deliver care at the level directed. Students should not modify any investigations or treatment regime unless permitted to do so.
- The consent of the relevant clinical supervisor (or Nurse Unit Manager in hospital units) must be obtained before examining or speaking to a patient in a hospital ward.
- Students must use an appropriate and effective hand washing technique. It is well documented that hand washing is the single most effective way to prevent the spread of nosocomial infections. Students must wash or disinfect their hands before and after every patient they examine and ensure that this includes having clean fingernails.
- For paediatric patients, if a parent is not available as a chaperone during an examination, the clinical supervisor should be asked to advise on an appropriate chaperone.



Communications with the Media and Members of the Public

In addition to all other standards related to communication, students should note and adhere to the following:

- Students are not authorised to speak to the media, either about individual patients or about more general issues of health care unless provided with authorisation from the relevant Manager/CEO/Director and University supervisor.
- Any student who is concerned about any issue at the University or a placement site, which they believe to be of public interest, should discuss the issue in confidence with the Dean of Medicine, or the relevant unit chair or Director of Clinical Studies before committing to a course of action that may attract the attention of the media.

Use of Alcohol and Other Drugs

Students should take note of and adhere to the standards set out in the section 'Ensuring Practitioner Health' in the 'Code of Conduct for Medical Radiation Practitioners'. In addition, students should note the following:

- A student will be immediately dismissed from the learning environment and/or a placement site if it is believed he/she is intoxicated by alcohol or another substance. Disciplinary action would normally be taken if this occurred.

Documents associated with this code of conduct

Deakin University Student Code of Conduct available [here](#).

Code of Conduct for Medical Radiation Practitioners available online [here](#).

Deakin University placement procedure available [here](#).

Clinical Placement Rules and responsibilities.

Statement of inherent requirements for the Bachelor of Medical imaging available [here](#).