



# POSTGRADUATE STUDENT HANDBOOK

Master of Rehabilitation

Graduate Diploma of Rehabilitation

Graduate Certificate of Rehabilitation

2021

## Contents

Welcome.....	3
Contacts .....	4
Admission Requirements.....	5
Course pre-requisites .....	5
Minimum English language proficiency requirements.....	5
Post admission requirements .....	5
Learning Outcomes .....	6
Course structure.....	7
Graduate Certificate in Rehabilitation.....	7
Graduate Diploma in Rehabilitation.....	7
Coursework Stream .....	7
Research stream .....	8
Master of Rehabilitation.....	8
Coursework Stream .....	8
Research stream .....	9
Enrolment .....	9
Assessment .....	10
Policies .....	10
Inherent Requirements.....	11
Resources.....	11
Email .....	11
LearnJCU .....	11
Infohelp Services .....	11
JCU Library .....	11
The Learning Centre .....	12
Student Support .....	12
Course progression.....	13
Progression .....	13
Withdrawal.....	13
Leave of Absence.....	13
Advanced Standing.....	13
Questions or concerns.....	14

## Welcome

Welcome to James Cook University (JCU) and congratulations on choosing the next step in your career pathway. Our postgraduate distance education program at JCU offers you the option of developing your clinical practice and research skills at a level that suits you. At JCU we offer three related qualifications in rehabilitation:

- Graduate Certificate of Rehabilitation
- Graduate Diploma of Rehabilitation
- Master of Rehabilitation

Specifically for individuals with a background in health, this suite of courses is ideal to support you in enhancing your clinical knowledge and advancing your analytic and research skills.

The courses are offered externally (online) providing flexible learning options that allow you the freedom to manage your time efficiently around study, work and home commitments. Although the courses are online, our staff are committed to supporting your learning as you journey through postgraduate education; our aim is to facilitate you achieving your goals. We look forward to getting to know you over the coming months and wish you well for your studies.

Best wishes

Moira Smith

BSc (Hons), MSc, Grad Cert (Ed)

Course coordinator

## Contacts

Moira Smith	Course Coordinator	Tel: (07) 4781 6003	<a href="mailto:moira.smith2@jcu.edu.au">moira.smith2@jcu.edu.au</a>
Dr Anne Jones	Head of Physiotherapy Discipline	Tel: (07) 4781 4085	<a href="mailto:anne.jones@jcu.edu.au">anne.jones@jcu.edu.au</a>
Dr Trish Wielandt	Head of Discipline for Occupational Therapy	Tel: (07) 4781 6672	<a href="mailto:trish.wielandt@jcu.edu.au">trish.wielandt@jcu.edu.au</a>

## Admission Requirements

### **Course pre-requisites**

Applicants must have completed an AQF level 7 bachelor degree in a relevant health discipline, from this or another university (General major); or a Bachelor of Physiotherapy, Occupational Therapy or Speech Pathology at an Australian University or hold an equivalent international entry level qualification in one of these professions (Physiotherapy major, Occupational Therapy major or Speech Pathology major). Completion of the Master of Rehabilitation will not enable Australian registration of overseas qualified health professionals.

### **Minimum English language proficiency requirements**

Applicants of non-English speaking backgrounds must meet the English language proficiency requirements of Band 3a – Schedule II of the JCU Admissions Policy. For students undertaking the Speech Pathology major, an overall IELTS of 7.0 with a minimum writing score of 6.0; speaking score of 8.0; reading and listening score of 7.0 is required.

### **Post admission requirements**

Telephone and computer access with internet. Some subjects will require limited attendance at the Townsville campus.

## Learning Outcomes

On successful completion, graduates will be able to:

- Apply and adapt an advanced and integrated body of theoretical knowledge, skills and technical competencies across diverse contexts as a health professional
- Design assessment, management and evaluation plans across the lifespan, for culturally and demographically diverse peoples, especially in tropical, rural, remote and Indigenous communities
- Retrieve, critically evaluate, synthesise and apply established and evolving evidence in order to develop solutions for complex problems in health professional practice
- Communicate theoretical propositions, methodologies, therapy concepts, treatment options and professional decisions to specialist and non-specialist audiences using advanced oral and written English language and, where appropriate, numeracy skills
- Demonstrate high-level responsibility and accountability for future professional development requirements based on reflection on current skills, knowledge and attitudes
- Apply knowledge of research principles and methods to design, analyse and ethically implement research and critically reflect on implications of findings for clinical practice.

## Course structure

### Graduate Certificate in Rehabilitation

This is a 12 credit point course which is completed in six months full-time or 12 months part-time. Students are expected to complete the **core subject** [RH5202](#) Rehabilitation for Chronic Conditions (3 credit points) and **three subjects (9 credit points) from their respective major** (General, Physiotherapy, Occupational Therapy or Speech Pathology), see the following link for more detail on each major and available subjects:

<https://www.jcu.edu.au/courses-and-study/courses/graduate-certificate-of-rehabilitation>

Each subject has its own subject outline that specifies the subject outcomes and expectations including assessment details. Individual subject coordinator contact details can also be located in the subject outline.

### Graduate Diploma in Rehabilitation

This is a 24 credit point course which is completed in one year full-time or two years part-time. Students are expected to complete the **core subjects** [RH5200](#) Rehabilitation Research and Evidence Based Practice (3 credit points) and [RH5202](#) Rehabilitation for Chronic Conditions (3 credit points). Students will also complete **two subjects (6 credit points) from their respective major** (General, Physiotherapy, Occupational Therapy or Speech Pathology), see the following link for more detail on each major and available subjects:

<https://www.jcu.edu.au/courses-and-study/courses/graduate-diploma-of-rehabilitation>

In order to complete the Graduate Diploma in Rehabilitation, students have a choice as to whether they wish to pursue a coursework stream or a research stream.

#### Coursework Stream

Select 9 credit points of specified level 5 subjects from **List 1**

#### **PLUS**

Select 3 credit points of any postgraduate subject (can be cross-institutional if approved by the Course Coordinator)

#### **List 1**

[HS5102](#):03 Qualitative Research Methods for Health Professionals

[TM5515](#):03 Epidemiology for Public Health

[TM5516](#):03 Biostatistics for Public Health

[TM5528](#):03 Health Promotion

[TM5540](#):03 Public Health and the Workplace

[RH5201](#):03 Rehabilitation for Disability Across the Lifespan

[RH5205](#):03 Palliative Care for Health Professionals

[RH5206](#):03 Assistive Technology Strategies to Enable Personal Autonomy

[OT5200](#):03 Advanced Practice within the Rural and Remote Context

[OT5202](#):03 Cultural Competency Principles in Australian Healthcare Practice

[NS5342](#):03 Principles of Education for the Health Professional

[TM5541](#):03 Managing Effective Health Programs

**OR**

#### Research stream

Students will complete the two research subjects listed below (12 credit points):

[RH5203](#):06 Research 1: A Literature Review – Part 1 of 2

[RH5204](#):06 Research 2: A Research Project – Part 2 of 2

Each subject has its own subject outline that specifies the subject outcomes and expectations including assessment details. Individual subject coordinator contact details can also be located in the subject outline.

#### Master of Rehabilitation

This is a 36 credit point course which is completed in 18 months full-time or equivalent part-time. Students are expected to complete the **core subjects** [RH5200](#) Rehabilitation Research and Evidence Based Practice; [RH5202](#) Rehabilitation for Chronic Conditions and [OT5202](#) Cultural Competency Principles in Australian Healthcare Practice (3 credit points per subject). Students will also complete **three subjects (9 credit points) from their respective major** (General, Physiotherapy, Occupational Therapy or Speech Pathology), see the following link for more detail on each major and available subjects:

<https://www.jcu.edu.au/courses-and-study/courses/master-of-rehabilitation>

In order to complete the Master in Rehabilitation, students have a choice as to whether they wish to pursue a coursework stream or a research stream.

#### Coursework Stream

Select 15 credit points of specified subjects from **List 1**

#### **PLUS**

Select 3 credit points of any postgraduate subject (can be cross-institutional if approved by the Course Coordinator)

#### **List 1**

[HS5102](#):03 Qualitative Research Methods for Health Professionals

[NS5342](#):03 Principles of Education for the Health Professional

[OT5200](#):03 Advanced Practice within the Rural and Remote Context

[RH5201](#):03 Rehabilitation for Disability across the Lifespan



[RH5205](#):03 Palliative Care for Health Professionals

[RH5206](#):03 Assistive Technology Strategies to Enable Personal Autonomy

[TM5516](#):03 Biostatistics for Public Health

[TM5528](#):03 Health Promotion

[TM5540](#):03 Public Health and the Workplace

[TM5541](#):03 Managing Effective Health Programs

## **OR**

### Research stream

[RH5203](#):06 Research 1: A Literature Review – Part 1 of 2

[RH5204](#):06 Research 2: A Research Project – Part 2 of 2

## **PLUS**

Select 6 credit points of specified subjects from **List 2**

### **List 2**

[HS5102](#):03 Qualitative Research Methods for Health Professionals *or* [TM5524](#):03 Qualitative Research Methods for Tropical Health Practitioners

[TM5515](#):03 Epidemiology for Public Health

[TM5516](#):03 Biostatistics for Public Health

Each subject has its own subject outline that specifies the subject outcomes and expectations including assessment details. Individual subject coordinator contact details can also be located in the subject outline.

## Enrolment

Students are able to enrol in their subjects via eStudent, which is available on the student homepage of the JCU website <https://www.jcu.edu.au/students>. Alongside enrolment, eStudent will allow you to view your results, fees and scholarship applications. For more information on fees see <https://www.jcu.edu.au/students/fees-and-financial-support>

# Assessment

## Policies

Students should familiarise themselves with the following JCU policies:

- Learning, Teaching and Assessment policy

<https://www.jcu.edu.au/policy/learning-and-teaching/learning-teaching-and-assessment-policy-01jan2021>

- Learning, Teaching and Assessment procedure

<https://www.jcu.edu.au/policy/procedures/learning-and-teaching-procedures/learning,-teaching-and-assessment-procedures>

- Examination procedure

<https://www.jcu.edu.au/policy/procedures/learning-and-teaching-procedures/examinations-procedure>

- Special consideration procedure

<https://www.jcu.edu.au/policy/procedures/student-services-procedures/special-consideration-procedure>

- Student academic misconduct procedure

<https://www.jcu.edu.au/policy/procedures/student-services-procedures/student-academic-misconduct-procedure>

- Academic progressions policy

<https://www.jcu.edu.au/policy/student-services/academic-progression-policy>

These are important overriding policies of the university and can be found in the JCU Student Handbook <https://www.jcu.edu.au/course-and-subject-handbook>

It is imperative that students read and thoroughly understand the assessment policy/procedures. Specific assessment requirements for each subject are provided by subject co-ordinators and are available in the subject outlines.

Assessment items and final grades will be reviewed through moderation processes

<https://www.jcu.edu.au/policy/learning-and-teaching/learning-teaching-and-assessment-policy-01jan2021>

It is important to be aware that assessment “is **always subject to final ratification** following the examination period and that **no single result represents a final grade** in a subject”

Grades will be awarded for all coursework subjects as per the [JCU Standard System of Reporting Grades Policy](#).

## Inherent Requirements

Inherent requirements are the fundamental abilities, attributes, skills and behaviours needed to achieve the learning outcomes of a course while preserving the academic integrity of the university's learning, assessment and accreditation processes. Students and prospective students must be able to demonstrate that they have acquired or have the ability to acquire the inherent requirements for their degree. For more information, refer to <https://www.jcu.edu.au/learning-and-teaching/resources/inherent-requirements>

Reasonable adjustments may be made to assist students manage additional circumstances impacting on their studies provided these do not change the academic integrity of a degree. Reasonable adjustments do not alter the need to be able to demonstrate the inherent requirements of the course. Students who believe they will experience challenges completing their degree or course because of their disability, health condition or other reason should discuss their concerns with an AccessAbility Services team member or a member of College staff, such as the Course Coordinator. In the case where it is determined that inherent requirements cannot be met with reasonable adjustments, the University staff can provide guidance regarding other study options.

## Resources

### Email

All JCU students are issued with their own JCU email address at enrolment. All email messages generated from JCU are sent to your JCU email address - not to your personal home email address. Staff will contact students via email about matters related to their subjects and vice versa.

### LearnJCU

LearnJCU is the online learning platform utilised at JCU. Each subject you are enrolled in will have a webpage in LearnJCU where you will be able to access the relevant subject learning materials. JCU aims to provide you with timely access to information communication technology (ICT) services and the ICT acceptable use policy can be viewed at:

<https://www.jcu.edu.au/policy/information-and-communications-technology/information-communication-technology-acceptable-use-policy>

### Infohelp Services

InfoHelp is JCU's 'one-stop information shop' for assistance with resolving computer problems; locating information for essays and assignments; developing information literacy and research skills. See <https://www.jcu.edu.au/library/client/student>

### JCU Library

The library web page will provide information regarding library resources and databases useful for students. Please see the Library Use Policy at <https://www.jcu.edu.au/policy/student-services/library-use-policy>

Library Resources: <https://www.jcu.edu.au/library>

## The Learning Centre

If you are returning to study or would like additional advice/support with your learning, the learning centre can provide online and face to face support for academic learning development -

<https://www.jcu.edu.au/students/learning-centre>

## Student Support

For student support in other personal areas see: <https://www.jcu.edu.au/students/support/student-support>

## Course progression

### Progression

In order to progress through the course there are some subjects that have prerequisite subjects, which you must successfully complete before enrolling in the following semester. These subjects are relevant for the Graduate Diploma and Master of Rehabilitation courses only.

- RH5200: Evidence based practice and Rehabilitation Research is a prerequisite for RH5203: Research 1.
- RH5203: Research 1 is a prerequisite for RH5204: Research 2.
- RH5203 is chained to RH5204, which means these subjects must be completed in succession.

Please note that in order progress through the postgraduate course, students must achieve the following satisfactory academic performance requirements:

- pass all core subjects; and
- maintain a course Grade Point Average (GPA) of 4.00 or above; and,
- pass more than 50% of completed credit points.

Where a student fails to achieve satisfactory academic performance requirements, conditions, suspension or exclusion will apply in accordance with the Unsatisfactory Academic Performance Procedures.

Please see the Academic progression policy for further detail.

<https://www.jcu.edu.au/policy/student-services/academic-progression-policy>

### Withdrawal

If you decide to withdraw from a subject you can manage this through eStudent. See <https://www.jcu.edu.au/students/enrolment/withdraw-from-subjects> for information regarding withdrawal from subjects. You must withdraw from a subject prior to the census date or you will be charged for the subject. Please check important dates on the course calendar:

<https://www.jcu.edu.au/students/important-dates>

### Leave of Absence

Please refer to <https://www.jcu.edu.au/students/enrolment/taking-a-break-from-study-leave-of-absence> for information related to taking a break from study.

### Advanced Standing

Advanced standing refers to recognition granted towards meeting the requirements of an award of the University, either on the basis of prior formal study or recognised prior learning. The purpose of advanced standing is to establish the equivalence of academic achievement regardless of the similarity or differences of the education processes involved. Eligibility for advanced standing does not guarantee automatic admission to a course and is only granted at the discretion of the Deputy Vice Chancellor, Division of Tropical Health and Medicine. Please refer to <https://www.jcu.edu.au/students/enrolment/credit-for-previous-study-advanced-standing> for information related to advanced standing.

Applications for advanced standing must be submitted to the Course coordinator. Advanced standing will only be granted on a yearly basis as subjects may change. Advanced standing will be

applied on an individual basis and will take into account the time since completion of previous study, the learning outcomes of the subjects and changes that have occurred within subjects.

## Questions or concerns

If you have any questions or concerns you can contact your subject coordinator if your query relates to an individual subject. If your query relates to your course then please contact the course coordinator:

Moira Smith	Course Coordinator	Tel: (07) 4781 6003	<a href="mailto:moira.smith2@jcu.edu.au">moira.smith2@jcu.edu.au</a>
-------------	--------------------	---------------------	--