
D Credit application

If you are seeking credit for prior learning, please download and complete a "Credit Application Form" from: <http://www.monash.edu.au/service-centre/forms.html>

Completed credit applications can be submitted at the Information Session.

E Attend the Information Session

**Friday 10th February 2012 at 10:00am
Room E2.09, Building E, Peninsula campus**

A map of the campus can be viewed here: <http://www.monash.edu.au/study/campuses/peninsula.html>

Please bring the following items with you to the Information Session:

- VTAC Offer Letter
 - A pen
 - WES Transaction Numbers for:
 - Enrolment Questionnaire
 - CSP HECS-HELP form (if applicable)
 - Unit Enrolment
 - Credit application forms and certified copies of relevant transcripts and full details of previous study, (applicable only if applying for credit)
-

F Go to the Student Services Centre to receive your Student ID Card

Level 2, Building C, Peninsula campus

This must be completed **AFTER** attending the information session.

Take your WES Transaction Numbers and VTAC Offer Letter with you to speed up the process.

G Select timetabling preferences

Use Allocate+ to select timetabling preferences. Allocate+ is the timetable allocation system that allocates students into classes based on their availability rather than on a 'first-come-first-served' basis.

Complete by Thursday 16th February 2012

<https://allocate.its.monash.edu.au/>

H Attend Orientation Week

This is **compulsory** for all new students and an important part of your introduction to the university. A full orientation schedule and the opportunity to personalise your orientation experience can be found at:

<http://www.monash.edu.au/orientation/>

Problems? Questions?

Please feel free to email questions to our general enquiries e-mail address:

nursing.enquiries@monash.edu

School of Nursing and Midwifery

Building E, Peninsula campus

Phone: +61 3 9904 4260



IMPORTANT INFORMATION

Dear Prospective Student,

Congratulations on your offer of admission to the Bachelor of Nursing/Bachelor of Emergency Health (Paramedic) course offered at the Peninsula campus of Monash University.

You will need to attend the Peninsula campus on Friday 10th February, 2012 for enrolment. Your information session commences at 10:00am in Room E2.09, Building E, Peninsula campus; a map can be found at: <http://monash.edu/study/campuses/peninsula.html>. If you cannot attend you must contact the School to make alternative arrangements.

If you wish to apply for any credits you will need to provide us with originals or certified copies of your academic transcripts and must bring them to the above information session.

In order to complete this course you will need to undertake clinical placements in a range of health settings. This includes placements with Ambulance Victoria. This agency has specified health and medical criteria that students must achieve before they will be allowed to undertake ambulance clinical placements. These criteria are the same as those applied to paramedics prior to employment by the agency. The standards of health and fitness are designed to ensure that paramedics and paramedic students can safely operate in the pre-hospital healthcare environment.

In order to complete your enrolment you will be required to undertake a medical and fitness assessment at a specified health assessment agency. This will need to be completed at your cost, currently \$297.90 including GST, payable to the agency on the day of assessment.

Proof of fitness and health must be provided to the School of Nursing and Midwifery General Office (Building E, Peninsula campus) by the first day of Semester 1, Monday 27th February 2012.

Students cannot successfully complete clinical units in this course until they have passed these requirements. If a student fails the fitness test, they will have an opportunity to re-sit the test. However, evidence of a pass in the test must be provided before the relevant census dates for each clinical unit. Students who cannot complete the clinical units cannot graduate from this course. Students who do not pass the medical assessment should seek advice from Dr Virginia Plummer on +61 3 9904 4064 at the earliest opportunity.

Arrangements have been made with **Unified Healthcare Group** to conduct health and fitness assessments for prospective students. **The dates for the assessments will be advised to you at the enrolment session.** You will then need to contact this organisation (details below) to make a booking on one of the days provided. Students must book an appointment as soon as they possibly can after the enrolment session.

When arriving for medical and fitness assessments students should report to the reception desk at Unified Healthcare Group on level 1 when you arrive for your appointment.

The medical includes a review of medical history and then a thorough physical examination, including a check of blood pressure, cardiovascular and respiratory systems and an assessment of the major joints. A urine sample is tested and a test of vision and hearing is also performed.

The examination is conducted by medical practitioners who are experienced in occupational health. Doctors performing the tests are very conscious of the need to maintain the privacy of all individuals and this is ensured at all stages of the physical examination. Unified Healthcare Group will seek your consent to release the results to the Monash University Department of Community Emergency Health and Paramedic Practice. Please note that only pass/fail results are released. Monash University does not and cannot request the release of more detailed private and confidential information. If you consent to the release of your results to the Department this information will be treated in confidence in accordance with the Monash University Privacy Policy and relevant privacy legislation. Monash University is required to comply with a number of privacy laws operating throughout Australia, including the Information Privacy Act 2000 (Vic), the Health Records Act 2001 (Vic). Further information may be found at:

<http://www.privacy.monash.edu.au/policies/privacy-pol.html>

Although it is expected that your results will have been sent to the Department by the date of enrolment, you should also bring a copy of your test results to the enrolment day.

Please note that Unified Healthcare Group reserves the right to charge a non-attendance fee of 75% if applicants do not attend their appointment or fail to cancel the appointment with a minimum of 1 full working days notice.

Yours sincerely,

Dr Virginia Plummer RN, PhD
Course Coordinator, Bachelor of Nursing/Bachelor of Emergency Health (Paramedic)
School of Nursing and Midwifery

HEALTH AND FITNESS ASSESSMENTS

What are the steps involved in the assessment?

- You will be seen by a medical practitioner who will undertake a physical examination and complete a Doctor's Statement.
- The completed medical examination form will be maintained by the doctor as a confidential medical record.
- The Doctor's Statement will be sent to Monash University Department of Community Emergency Health and Paramedic Practice to be maintained on your personnel file.

If you have any queries or concerns about this procedure, please raise them immediately with the Department by contacting Barbara Martin on +61 3 9904 4508.

What may the assessment include?

- The medical examination is a thorough examination of a number of different areas of the body relevant to activities you will be undertaking while on clinical placement.
- It DOES NOT INCLUDE rectal, gynaecological, breast examination or blood tests. You may be required to remove parts of your clothing to enable proper examination.

What should you bring to the medical assessment?

- Glasses or contact lenses if used.
- Hearing aid if used.
- Any medical reports, results of medical tests or X-Rays if you have any conditions which may require further explanation
- It is preferable that you wear loose fitting clothing that you are comfortable to exercise in.
- You can request the presence of a second staff member if you wish or come with a relative or friend.
- Photo identification i.e. Drivers License, Passport etc.

Where will I attend the Physical Fitness Assessment?

The Physical Fitness Assessment will be conducted on the same day as your medical assessment. The assessment will take at least 30 minutes. Applicants who do not pass the Medical Assessment will not be progressed to the Physical Fitness Assessment.

What if I am unsuccessful?

If you are not successful at either stage of this Medical and Physical Assessment you will be informed of this by Monash University.

How much will the medical cost? The medical and physical assessment will cost **\$297.90 including GST. It is payable on the day of the appointment.** Payments can be made via cash, EFTPOS, Visa, MasterCard and Bankcard.

Where do I attend?

Unified Healthcare Group
Level 2 Reception
139 High Street
Prahran VIC 3181
(Cnr St Edmonds Road)
Tel: +61 3 9692 7777 Fax: +61 3 9692 7885

Please advise the agency that you are a Monash paramedic applicant aiming to enrol in the full-time Bachelor of Emergency Health (Paramedic) course.

If you are running late or are unable to attend for any reason, please call the medical clinic on 9692 7777 to cancel and to arrange another suitable appointment if required.

How do I get there?

Unified Healthcare Group has undercover parking onsite. Prahran train station is a 200-metre walk from the clinic. Prahran train station is part of the Sandringham Line. The number 6 Glen Iris tram passes the corner upon which the clinic is located. There are tram stops 100-meters either side of the clinic in High Street (see map below).



Venue Details:

Peninsula:

All participants should arrive at Building A, Room A4.16 between 8.30 - 9.00am on Monday 13th February to register and collect course materials.

Berwick:

All participants should arrive at Building 902, Room 195 between 8.30 - 9.00am on Monday 13th February to register and collect course materials.

Gippsland:

All participants should arrive at Building 4N, Room 120 between 8.30 - 9.00am on Monday 13th February to register and collect course materials.

Registration:

Short course website:

<http://www.med.monash.edu.au/sobs/t2u>

A minimum enrolment of 15 is needed to run the course, and if this number is not reached, the course will not run.

Closing date for short course enrolments is 6th February 2012.

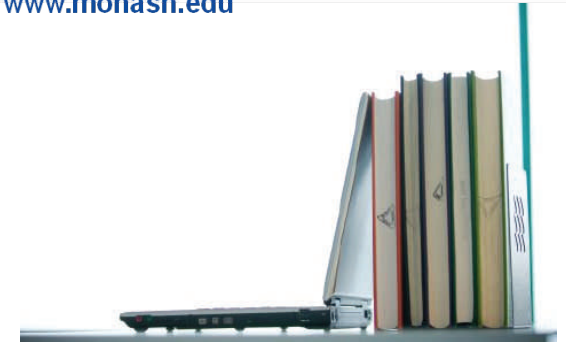
To register, go to

<http://www.med.monash.edu.au/sobs/t2u/registration.html>

Required text book (hard copy or e-copy)

Garrett, L. K. (2010). *Get Ready for A&P*. San Francisco: Pearson Education. Can be purchased from the Campus Bookstore together with the text for BMA1901 Marieb & Hoehn 8th ed. *Human Anatomy & Physiology*

 MONASH University
www.monash.edu



T2U: Transition to University Bridging Biosciences 2012

Presented by

**School of Biomedical Sciences
in collaboration with
Monash University Library
Peninsula, Berwick, Gippsland**

Overview:

Have you got a TAFE qualification with advanced standing for some first year units, or have you been away from study for some time?

If so, you will need extra preparation to study in a discipline rich in content and which assumes proficiency in researching for assignments, knowledge of academic writing styles, and a certain level of prior knowledge in the Biosciences.

During 5 days, T2U will prepare students with the basic science knowledge, learning approach and academic rigor required to study an allied health degree with confidence.

Dates:

Monday 13th to Friday 17th February, 2012

Time:

09:00 to 2:30 daily.
Morning tea provided.

Cost: free

Venues: Monash University, Peninsula, Berwick and Gippsland campuses See reverse side for details.

Program:

Monday 13th February

- 9.00 – 10.00 Registration. Welcome.
Introduction to tertiary study.
- 10.00 – 11.00 Workshop: Learning styles & study skills
- 11.00 – 11.30 Morning Tea (provided)
- 11.30 – 12.30 Lecture: Introduction to Anatomy
- 12.30 – 1.30 Lunch (B.Y.O.)
- 1.30 – 2.30 Workshop: Anatomy

Tuesday 14th February

- 9.00 – 10.00 Lecture: Body basics.
- 10.00 – 10.30 Morning Tea (provided)
- 10.30 – 12.30 Workshop: Essay essentials I: analysis, research & resources.
- 12.30 – 13.30 Lunch (B.Y.O.)
- 1.30 – 2.30 Workshop: Body Basics

Wednesday 15th February

- 9.00 – 10.00 Workshop: Critical evaluation of sources.
- 10.00 – 10.30 Morning Tea (provided)
- 10.30 – 12.30 Workshop: Critical thinking.
- 12.30 – 1.30 BBQ Lunch. (B.Y.O to BBQ)
- 1.30 – 2.30 Parallel sessions. Select from:
A: Math & Drug calculations
B: Stress management

Thursday 16th February

- 9.00 – 10.00 Lecture: Basic Chemistry
- 10.00 – 10.30 Morning Tea (provided)
- 10.30 – 12.30 Workshop: Essay essentials II: planning an argument.
- 12.30 – 1.30 Lunch (B.Y.O.)
- 1.30 – 2.30 Workshop: Chemistry

Friday 17th February

- 9.00 – 10.00 Workshop: Essay essentials III: writing for assignments
- 10.00 – 10.30 Morning Tea (provided)
- 10.30 – 11.30 Referencing workshop
- 11.30 – 12.30 Lecture: Cell Biology
- 12.30 – 1.30 Lunch (B.Y.O.)
- 1.30 – 2.30 Workshop: Cell biology