



**THE UNIVERSITY
OF QUEENSLAND**
AUSTRALIA

CREATE CHANGE

School of Dentistry
PRE-COMMENCEMENT GUIDE
2021

Bachelor of Dental Science (Honours)

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Introduction

Welcome to the UQ School of Dentistry!

Congratulations on gaining entry into the Bachelor of Dental Science (Honours) program at The University of Queensland. We look forward to meeting you in 2021!

Dentistry is a challenging and rewarding profession that is responsible for the total oral health of individuals and the wider community. Good oral health is integral to good general health; thus dentistry is recognised as a primary healthcare profession.

The BSc(Hons) will give you the knowledge, skills and attributes for an exciting career in the oral health industry. We prepare you to be well sought after by employers and our extended clinical placements mean you're job-ready when you graduate. You will learn the science and application for the prevention, diagnosis and treatment of oral diseases and abnormalities, while having access to the most up-to-date technologies and cutting-edge dentistry research.

Clinical experiences for BSc(Hons) students will start at the UQ Oral Health Centre in the first year of study. This initial clinical experience will be through peer clinics and simulation work, continuing into year two. Clinical work will begin in the middle of second year and increase in third and fourth year to encompass general practice dentistry, orthodontics, paediatric dentistry, periodontics and prosthodontics, as well as oral medicine and oral surgery. In your final year, you will complete two clinical placements, one of which will be outside the Oral Health Centre, to give you the hands-on skills and knowledge for a rewarding career.

This **Pre-Commencement Guide** provides you with a list of the requirements which you must complete, as well as background information on why these tasks are necessary and how to complete each task. You should allow yourself plenty of time to read what is required and familiarise yourself with each task.

There is a lot to do, so start immediately!

Failure to complete all pre-commencement requirements by the deadline will **disqualify you from attending clinical activities** and will significantly impact your ability to complete your program.

The School of Dentistry welcomes its new students for 2021. We hope you will enjoy your studies and learning experiences with your fellow students during your program.

BDSc(Hons) Academic Calendar 2021

Week commencing	BDSc(Hons) Year 1	BDSc(Hons) Year 2	BDSc(Hons) Year 3	BDSc(Hons) Year 4	BDSc(Hons) Year 5
28-Dec-20					
04-Jan-21					1
11-Jan-21				1	2
18-Jan-21				2	3
25-Jan-21				3	4
01-Feb-21				4	5
08-Feb-21				5	6
15-Feb-21	Orientation			6	7
22-Feb-21	1	1	1	7	8
01-Mar-21	2	2	2	8	9
08-Mar-21	3	3	3	9	10
15-Mar-21	4	4	4	10	Mid-Sem Break
22-Mar-21	5	5	5	11	11
29-Mar-21	6	6	6	12	12
05-Apr-21	Mid-Sem Break	Mid-Sem Break	Mid-Sem Break	Mid-Sem Break	13
12-Apr-21	7	7	7	13	14
19-Apr-21	8	8	8	14	15
26-Apr-21	9	9	9	15	16
03-May-21	10	10	10	16	17
10-May-21	11	11	11	17	Workshop
17-May-21	12	12	12	18	Sem Break
24-May-21	13	13	13	19	Sem Break
31-May-21	Revision	Revision	Revision	Revision	1
07-Jun-21	Exams	Exams	Exams	Exams	2
14-Jun-21	Exams	Exams	Exams	Exams	3
21-Jun-21	Sem Break	Sem Break	Sem Break	Sem Break	4
28-Jun-21	Sem Break	Sem Break	Sem Break	Sem Break	5
05-Jul-21	Sem Break	Sem Break	1	1	6
12-Jul-21	Sem Break	Sem Break	2	2	7
19-Jul-21*	Sem Break	Sem Break	3	3	8
26-Jul-21	1	1	4	4	9
02-Aug-21	2	2	5	5	10
09-Aug-21	3	3	6	6	Mid-Sem Break
16-Aug-21	4	4	7	7	11
23-Aug-21	5	5	8	8	12
30-Aug-21	6	6	9	9	13
06-Sep-21	7	7	10	10	14
13-Sep-21	8	8	11	11	15
20-Sep-21	9	9	12	12	16
27-Sep-21	Mid-Sem Break	Mid-Sem Break	Mid-Sem Break	Mid-Sem Break	17
04-Oct-21	10	10	13	13	18
11-Oct-21	11	11	14	14	19
18-Oct-21	12	12	15	15	20
25-Oct-21	13	13	16	16	21
01-Nov-21	Revision	Revision	Revision	Revision	22
08-Nov-21	Exams	Exams	Exams	Exams	Workshop
15-Nov-21	Exams	Exams	Exams	Exams	
22-Nov-21				17	
29-Nov-21					
06-Dec-21					
13-Dec-21#					
20-Dec-21					

*Semester 1 Deferred/Supplementary Exam Period 20-23 July

Semester 2 Deferred/Supplementary Exam Period 14-17 December

(Approved PAB 13/10/2020)

Pre-Commencement Checklist for School of Dentistry

Below is a checklist to assist you to complete your pre-commencement requirements. Please also see the [Getting Started at UQ website](#) for helpful information about commencing at UQ.

We recommend that you prioritise completion of your Immunisation Record, which is required to allow you to participate in clinical activities. Failure to provide the record will result in you being removed from clinical activities and will significantly impact your ability to complete your program.

1. Student Immunisation Record (please see detailed instructions on page 12)

- I have obtained my past immunisation record & visited a Registered Medical Practitioner to review my immunisation status
- I have been vaccinated according to the UQ Vaccinations and Immunisations Policy ([PPL 2.60.08](#))
- My Registered Medical Practitioner has completed the [School of Dentistry Student Immunisation Record](#), including signature and date. (Please see [UQ Healthcare St Lucia](#) for details regarding the vaccinations and health service offered by UQ Healthcare at the St Lucia campus).
- Upon receipt of the Student Immunisation Evidence Request email, I will submit my completed Immunisation Record via the provided link. (Please note, the Immunisation Records Team will contact you via the my.UQ portal if further follow-up on your immunisation status is required).

2. Enrolling in courses

- I have enrolled in all courses for Semester 1, 2021 via my SI-net. (You will be advised when enrolment for Semester 2 becomes available).

3. Applications for credit transfer for previous studies

- If I am seeking credit transfer for previous studies, I have referred to the [credit and exemptions for previous study page](#) (or the [my.UQ website](#) if you completed your previous study at UQ) and have followed the process outlined.

4. Academic Integrity and Plagiarism

- I have read and completed the [online](#) tutorial on academic integrity and plagiarism

5. Purchasing instruments and equipment

- I have reviewed the instrument and equipment list (Appendix 3) and have purchased the required equipment.

BDSc(Hons) Orientation Week

Date: Monday, 15 February – Thursday, 18 February 2021

Time: 9:00 am – 4:30 pm

Where: UQ Oral Health Centre Auditorium (0883-4401)
Level 4, UQ Oral Health Centre
288 Herston Road
Herston, Brisbane

Location details for Orientation Week activities will be advised on the first day of Orientation. It is compulsory for students who are able to attend classes on-campus at Herston to also attend orientation.

Other orientation activities at St Lucia campus (see [UQ website](#)) will be held during Orientation Week (15-19 February) and students are encouraged to attend these to familiarise themselves with the St Lucia campus. Faculty orientation for all new students will be held on Thursday, 18 February also at St Lucia campus. It is intended that orientation activities will be recorded for off-shore students unable to attend which will be made available on the School website.

“Get-To-Know You” activities for new dental students are also being planned during Orientation Week at the UQ Oral Health Centre and will be advised at the BDSc(Hons) orientation session.

Commencement Date

The academic year for BDSc(Hons) Year 1 students will commence on **Monday, 22 February 2021**. First year students must commence the program on this date unless prior approval has been granted by the Head of School.

There are many resources available to help you get started as a UQ Student. You are encouraged to visit the [Getting Started at UQ](#) website which contains a personalised, step-by-step guide to enrolling, paying fees, obtaining a student ID card, as well as other useful resources.

School of Dentistry Peer-to-Peer Mentoring program

The School of Dentistry offers a [Peer-to-Peer mentoring](#) program in the first semester of your program. The program was created to help new students build a connection with peers and establish a support network as they transition into their studies. Dentistry Peer Mentors are volunteer senior students who, like you, were new Dentistry students once, but have now successfully settled into life in Brisbane and progressed to the later years of the degree program.

If you would like to get connected to the UQ Dentistry community, [join today](#).

Enrolment

The due date for enrolment for all BDSc(Hons) **domestic** students is **Friday, 29 January 2021**. The due date for enrolment for all BDSc(Hons) **international** students is **Friday, 19 February 2021**. Students should ensure that they are enrolled by this date through [mySI-net](#). The BDSc(Hons) program has set compulsory courses and there are no electives.

Late fees may apply for enrolment submitted after the [University's due dates](#).

** Please note, if you decide not to continue with the BDSc(Hons) program for any reason, please notify the Student & Academic Services (SAS) team via dentistry@enquire.uq.edu.au*

BDSc(Hons) Year 1 Course List

At UQ, each individual subject that you need to enrol in is called a Course. Below are the courses that you will need to enrol in Semester 1 for the first year of the BDSc(Hons) program.

FIRST SEMESTER		
CODE	COURSE	Units
BIOM1051	Introductory Cellular Physiology <i>(Flexible <u>or</u> External delivery)</i>	2
DENT1020	Dental Science I <i>(Flexible <u>or</u> External delivery)</i>	4
DENT1050*	Dental Practice I <i>(Flexible delivery)</i>	(2)
TOTAL UNITS		#8

*DENT1050 is a year-long course.

Please note: Students must enrol in Semester 1 by the enrolment due dates listed above.

Off-shore students unable to attend on-campus activities should enrol in External delivery courses where offered. Flexible delivery is offered only for DENT1050 as it is expected that all students will be able to arrive in Brisbane during the academic year by specified dates (pending easing of COVID restrictions) and attend on-campus classes, which will enable them to complete the practical component of the course required for progression to Year 2.

Students will **not** be permitted to progress to Year 2 courses without completing or gaining credit for **all** compulsory courses in Year 1.

[Full BDSc\(Hons\) Course List](#)

Course Information & Blackboard

Information about course requirements including assessment and textbook lists can be found in the [Electronic Course Profiles](#) (ECPs). ECPs are published one week prior to the commencement of semester. A link to the ECP is also available on the Blackboard site for each course. [Blackboard](#) is the University's learning management system and, like the ECPs, Blackboard sites are published one week prior to the start of semester. It will not be possible to access Blackboard until you have enrolled in your courses.

To access Blackboard, please go to learn.uq.edu.au and login with your student username and password. You should see the 'Bachelor of Dental Science, 2021' page listed under 'My Organisations' and course pages listed under 'My Courses'. You can find the School Handbook, attendance policy, academic calendar, course coordinator list, forms etc. in the 'Bachelor of Dental Sciences, 2021' Blackboard page, and Student & Academic Services will post regular announcements and reminders here.

Course Contact Hours

All course descriptions will show the number of contact hours which indicate the amount of time students will spend in each class.

Class contact hours are abbreviated with a combination of letters and numbers:

- Numbers represent the amount of time; and
- Letters represent the type of class.

For example: '2L3P1T' means: two hours (2) of lectures (L), three hours (3) of practical/laboratory work (P) and one hour (1) of tutorial class (T) each week.

Other letters you may encounter in contact hours include:

- A - Peer Assisted Study Session (PASS)
- C - General contact hours (e.g. group learning)
- L - Lecture
- N - Clinical hours
- P - Practical (e.g. a laboratory or project work)
- S - Seminar
- T - Tutorial
- W - Workshop

Timetables

You will be able to view your timetable at the start of semester via mySI-net. The [Planning your class timetable](#) link on the my.UQ website provides some useful information about how to access your timetable. Students will be required to preference classes for DENT1050 (practical classes) and BIOM1051 in Semester 1 (BIOM1052 and CHEM1222 in Semester 2). DENT1050 classes will be held at the UQ Oral Health Centre while classes for all Science courses will be held at St Lucia campus for students able to attend in person. Information regarding preferencing/allocation for enrolled courses can be found on your Student Home Page (Enrolment Summary) in mySI-net.

Please note the following:

- You must be enrolled to enable preferencing of classes.
- My Timetable **opens** for Semester 1 preferencing on **Monday, 18 January 2021** (you can find the 2021 Academic Calendar with important dates [here](#)).
- Use the [Public Timetable](#) to see class times and venues. The Public Timetable is a tool for viewing class schedules only. You are not guaranteed a spot in any class until you officially enrol and complete class allocation (if you need to).
- Until you have preferenced a particular class, all class offerings in a course may appear in your timetable - you are not required to attend every class offering shown. Please read the Electronic Course Profiles (ECPs) carefully to identify the number of contact hours (i.e. 2L3P1T see above) required for each course and class preferencing as required.
- Your timetable in mySI-net will adjust automatically once you have been allocated to classes.
- DENT1050 group preferencing will be required for clinical based learning (CBL) classes only which are scheduled on Tuesday mornings. However, please note that these classes involve group rotation within the same timeslot and no other times/options are offered.
- Please note also that the DENT1050 course coordinator may change group allocation to ensure student groups are even and balanced for teaching purposes. Further information will be available from the course coordinator when classes commence.

- There is no class preferencing for DENT1020 – all classes are compulsory for attendance.
- **There are no class options for DENT1020 and DENT1050 – all classes are compulsory for attendance. Where possible, try to select BIOM1051 classes which do not clash with DENT1020 and DENT1050 classes. However, all DENT1020 and DENT1050 lectures will be online so recordings should be made available for later access. Further information will be provided by the course coordinators.**
- My Timetable for Semester 1 preferencing **closes on Monday, 1 February 2021 at 12 pm.**
- Further information regarding classes will be available in course Blackboard sites.

If travelling between campuses, a regular bus service ([UQ/QUT/RBWH Route No. 66](#)) is available which loops between the UQ St Lucia campus, the City, QUT (Kelvin Grove) and UQ Oral Health Centre (**Herston** bus stop). The journey to the Oral Health Centre takes approx. 35-40 minutes.

Academic Calendar and School Attendance Guidelines

- It is important that you make travel plans that allow you to arrive in Brisbane in advance of each teaching semester as late arrival or absences will be recorded as per the School Attendance Guidelines (please see Attendance Guidelines in Appendix 1).
- You should also be aware of the supplementary/deferred examination period dates for each semester. If you are eligible for supplementary or deferred assessment, you must be available during these periods to sit the exam (see BSc(Hons) or UQ Academic Calendar).

Application for Credit for Previous Studies

Students who wish to apply for [credit for previous studies](#) must complete and submit the appropriate online [application form](#) with all required documentation by the due date. Domestic student applications should be submitted as soon as all relevant documentation can be provided and by the enrolment closing date for the semester in which the award of credit may affect your program of study. International students must submit the application no later than the first week of the semester in which the award of credit may affect your program of study. Further information can be found on the [my.UQ](#) page. You may also wish to refer to the [Credit Precedents Database](#), which can help you determine your eligibility for credit by looking at the precedents established for courses previously assessed for credit by UQ.

Students seeking credit should enrol in all courses in the event that their application is not approved, particularly if their previous studies have not been completed at UQ.

All credit applications, along with the appropriate documentation, must be lodged via the [online application form](#).

Please note that processing of all credit applications is undertaken by the Faculty of Health and Behavioural Sciences and will take approximately 6-8 weeks to be completed due to the large number of applications received by Faculty across all School programs. As such, applications with all supporting documentation should be submitted as early as possible to ensure outcomes are known before [census date](#).

Locker Keys

Lockers are provided for all BSc(Hons) students on Level 3 of the Oral Health Centre. Locker keys will be allocated and provided to students in Week 3 of Semester 1 following finalisation of student enrolment in Year 1. Please note that if a locker key is lost, a payment of \$50 will be required to replace the key.

Student ID Cards

It is recommended that student ID cards be obtained well before the start of semester as lines can be long, especially during orientation.

- To avoid long queues, students can upload their own photo at home and collect from the Student Hub (Level 5, OHC) at Herston or St Lucia campus. You will be emailed when the ID card is ready for collection. This process takes a week. Go to my.UQ for more information. Log in to [CaptureMe](#) to provide your own photo.
- If you decide to upload your own photo, make sure you wait for it to be approved before you make the trip to campus.
- Alternatively, a photo can be taken at St Lucia or Herston campus. However, please note that the Student Hub (Level 5, OHC) at Herston is not equipped to produce numerous ID cards simultaneously so long queues, particularly during orientation, will occur. It is suggested that students upload their own photo or have their ID card produced at St Lucia.

Disability Action Plan

The University of Queensland provides free support, services and facilities for students with a disability, illness, injury or mental health condition at UQ. A disability adviser will help you evaluate your academic access requirements, develop a Student Access plan with you, and organise the appropriate arrangements.

Any student who may require alternative academic arrangements in the program is encouraged to seek advice at the commencement of the semester from a [Disability Advisor at Student Support Services](#). The [UQ Health Care](#) service can also arrange appropriate advice and assistance on personal and public health issues.

COMPLIANCE REQUIREMENTS – Year 1

Student Immunisation Record

All Year 1 BSc(Hons) students are required to provide their Immunisation Record before commencing. Please take the [UQ School of Dentistry Student Immunisation Record](#) form to your Registered Medical Practitioner for completion.

It can take time to complete your immunisation requirements, particularly if you need to complete a vaccination schedule involving multiple doses. We encourage you to **take action on this as a priority** to avoid any delay to your participation in clinical activities when you arrive on campus.

SUBMITTING YOUR IMMUNISATION RECORD:

Hold on to your completed UQ School of Dentistry Student Immunisation Record **until you receive an email requesting you to upload it to [my.UQ](#).**

You can get started on completing the Immunisation Record straight away, but you will need to wait until you receive the **Student Immunisation Evidence Request** email which will contain the links to upload your immunisation evidence. **This does not mean that you wait to receive the email until you commence arranging any requested immunisations or screening tests.**

- Before you are due to commence your program, you will receive an email via your [UQ student email account](#) requesting proof of your immunisation and/or screening statuses (**Student Immunisation Evidence Request**).
- Once you have followed the steps to get your immunisation/screening evidence, the **Complete and action** button in these emails will take you to the **Student Immunisation Evidence Request** task in [my.UQ](#), where you will be prompted to upload your evidence. You will also be able to access the upload link under 'Notifications' on your [my.UQ](#) dashboard.
- The [Immunisation Records Team \(IRT\)](#) will assess and verify your documents. If anything is outstanding, you will receive automatic notifications and can view the requirements in the email sent to you or in [my.UQ](#).

Please speak to your faculty, advisor or school if you have questions about this process.

The University of Queensland has a duty of care to prevent the occupational transmission of communicable diseases to students, staff and patients. In specialised areas involving increased risk of transmission of a communicable infection such as Hepatitis B, Hepatitis C or HIV through blood, the duty of care to prevent infection is heightened for both the individual and the University. The [Vaccinations and Immunisation Policy](#) (PPL 2.60.08) applies to students in all undergraduate and postgraduate programs which involve direct clinical contact with patients.

As healthcare workers, dental students have a duty of care towards their patients. Prior to commencing the BSc(Hons) program, all students must complete a schedule of immunisations for a range of infections and must also be screened with respect to blood-borne transmissible viruses (Hepatitis B, Hepatitis C and HIV), as well as Tuberculosis (TB). Please note that immunisation and screenings are the responsibility of the individual student. First year students will be required to have had at least two vaccinations for Hepatitis B before commencement of Semester 1 with the third vaccination to be completed as soon as possible thereafter. The [UQ School of Dentistry Student Immunisation Record](#) is required to be completed by a registered medical practitioner as evidence of a student's immunity.

(Please see [UQ Healthcare St Lucia](#) for details regarding the vaccinations and health service offered by UQ Healthcare at the St Lucia campus).

Students who do not provide a complete immunisation record will NOT be permitted to enter clinical facilities which will have a serious impact on your ability to pass your courses.

International students offshore must undertake screenings and complete the schedule of immunisations prior to the commencement of their program. *Completion of the [UQ School of Dentistry Student Immunisation Record form](#) can be completed by an overseas registered doctor. However, all sections of the form must be completed in English and the doctor's contact details and registration number must also be indicated.*

Students with blood borne infections must take expert professional advice regarding the health and career implications of their condition. There are limitations to entry requirements for students with blood borne viruses which may impact on their ability to complete the BDSc(Hons) program and undertake clinical work in Queensland Health facilities. Students are encouraged to attend the University health service ([UQ Health Care](#)), which provides confidential advice to students during routine office hours (ph 336 56210). If students obtain appropriate vaccinations and knowledge of their immune status, it will ensure that they are protected and their patients are not at risk.

Students must know their status for Hepatitis B, Hepatitis C and HIV before commencing clinical sessions in the undergraduate programs. The best marker for past exposure to Hepatitis B is the presence of antibodies to Hepatitis B core antigen (anti-HBc). It is important that any pre-admission screening examination include this marker. Students who are found to be chronic carriers of Hepatitis B or C or HIV require expert advice on their situation, in accordance with Queensland Health and Dental Board of Australia policies on infection control and infected dental health care workers.

Domestic BDSc(Hons) students will receive a copy of the Immunisation Guidelines and the UQ Immunisation Record form with their QTAC offer letter which must be taken to their doctor for completion. **International BDSc(Hons) students** who have been offered a place in the BDSc(Hons) program will also receive information and the UQ Immunisation Record form for completion.

COMPLIANCE REQUIREMENTS – Years 2–5

From Semester 2 of Year 2 of the BDSc(Hons) program you will begin clinical placement and may begin seeing patients. At this point you will be requested to provide the following additional mandatory documentation.

- Working With Children Check (Blue Card)
- First Aid and CPR Certificate
- QLD Health Student Orientation Checklist
- QLD Health Student Deed Poll
- QLD Health Online Modules
- UQ School of Dentistry & Metro North Oral Health Services - Responsible Use of Patient Information Module
- UQ Clinical Placement Safety Training

By Year 3 of the BDSc(Hons) program you will be asked to obtain:

- Radiation Licence
- Exposure Prone Procedures Statement

You will also be required to maintain an up-to-date immunisation status throughout the program and will be contacted by the Immunisation Records Team (IRT) to prompt you if you are due to renew certain vaccinations.

You will be contacted regarding your compliance requirements through Blackboard at the appropriate time as you progress through your studies.

Instruments and Equipment

BDS(Hons) students at The University of Queensland are required to purchase their dental instruments **directly from the suppliers**. To assist you with this, a list of compulsory equipment and instruments has been compiled in Appendix 3, and recommended suppliers have also been listed. The transaction occurs between the supplier and the student, so students should contact the supplier directly.

Please note, if you purchase an instrument kit and then decide not to accept your offer in the BDS(Hons) program for any reason, or should you withdraw from the program at a later date, the School cannot assist in the sale or refund of your kit. Any such transactions that may occur between students is a student-only matter and does not involve the School.

Please also see the School's loupes policy (Appendix 2).

Occupational Health and Safety

Under the Work Health & Safety Act 2011, all students will be required to complete an online Lab Safety Induction Module, and complete a competency assessment. You will be able to complete this module once you commence your studies in DENT1050. There will be a link to these modules in the DENT1050 Blackboard site.

Academic Integrity and Plagiarism

Academic integrity is a core value of UQ and for this reason UQ has developed a compulsory online tutorial to explain the University's expectations in relation to academic integrity, to ensure that you do not engage in practices that involve plagiarism and academic misconduct.

The tutorial is available [online](#) and a link to the tutorial will be displayed when you log into mySI-net.

BDS(Hons) Final Year Clinical Placements

The BDS(Hons) program includes an extended academic year of clinical practice in final year. During the year, students will undertake clinical placements throughout Queensland. Students are advised that this final year may incur travel and accommodation costs associated with the clinical placements.

My.UQ website

The [my.UQ website](#) contains very helpful information including how to manage your program, manage your details, student support, and IT. My.UQ should be your first reference point when searching for information about fees, policies, rules and other program related information.

UQ Library

The [UQ Library](#) provides resources and services to support teaching, learning and research needs of UQ staff and students. The [Herston Health Sciences Library](#) space and collection is currently closed until further notice but is available online.

Digital Essentials Online Modules: Students are strongly encouraged to make use of the '[Digital Essentials](#)' online modules designed to assist in building digital study skills.

Dress Code

The Oral Health Centre is a public access building and as such, students must be aware of the requirement to behave and dress in a professional manner.

The following dictates the standards of dress that **MUST** be maintained by all students when working in, or passing through, any clinical or preclinical area in the Oral Health Centre and also includes when on placement at external clinics.

General

- Students are expected to maintain the highest standards of personal hygiene, cleanliness and grooming.
- Please note that work area supervisors have the authority to refuse entry to any person(s), including students who are deemed to be wearing inappropriate clothing, footwear or have insufficient personal hygiene standards for that work area.

Dress Code Guidelines

Clothing and presentation (males)

- Appropriate attire is a collared shirt with long trousers. Neck tie is optional.
- Jeans and T-shirts are not acceptable.
- Facial stubble and unkempt hair is not acceptable.

Clothing and presentation (females)

- Appropriate attire is a dress, or blouse with skirt/tailored slacks (not cargo pants or jeans).
- Short skirts, immodest dress, revealing necklines, low-riding hipster pants, active wear (gym clothes) are not appropriate.
- False or acrylic nails and nail polish is not allowed.

Shoes (males and females):

- The shoe must enclose the foot, and provide protection from sharps injuries caused by falling objects (such as instruments). Also, shoes must be non-permeable (leather or vinyl).
- Sports-style shoes, sandals and thongs are not acceptable.
- Shoes must be suitable for operating foot controls. For this reason, the rear of the shoe must be enclosed.
- High heels are not acceptable.

Hair (males and females):

- Long hair must be tied back or suitably covered with a hair net.
- Any loose hair should be clipped back from the face to avoid either contact with a patient or equipment.

Coats and Gowns

Clean laboratory coats are required when working in the laboratories, while clean clinic coats or gowns are required for work in clinical areas. Students are responsible for laundering their own clinic coats and laboratory gowns regularly.

Coats and gowns must not be left in the teaching, clinical or other public areas of the School.

Coats and gowns are not to be worn in the corridors, Student Lounge or Library.

Masks and gloves will be provided, and must be worn when required.

Protective Eyewear

For safety reasons, whenever working in clinics or laboratories (including the pre-clinical laboratories) protective eyewear MUST be worn to avoid eye injury when using equipment.

Students should provide their own protective eyewear for use in all university work areas where it is required.

Identification Badges

Students must display their UQ student ID cards as identification badges while attending all practical/clinical classes in the Oral Health Centre and when on clinical placements at teaching hospitals, dental clinics, Queensland Health dental clinics or private practices.

UQ Dental Student Association (UQDSA)

The [University of Queensland Dental Students Association](#) (UQDSA) is the student representative body for those enrolled in the Bachelor of Dental Science (Honours) program at UQ.

UQDSA wishes to congratulate and welcome you to the start of a life-long journey into dentistry. For your comparatively brief time as a student, UQDSA is here to foster a sense of community and enrich your student experience. Throughout the year, there are a range of events and programs designed to provide members with academic, social and sporting opportunities.

Services available:

- First Aid and CPR training courses
- Academic seminars by leading practitioners
- Dental equipment and service tradeshow
- Domestic and international volunteering opportunities with external providers
- Connections with wider dental world, including Finance, Dental Specialist Societies and Insurance
- Much more!

Membership benefits:

- Food discounts at local business outlets
- Subsidised protective equipment
- Exclusive social event ticket prices
- Tangka magazine deals (annual school magazine)
- Much more!

One-time membership fees are AUD\$100. Membership is valid for the duration you are enrolled at UQ Dentistry (undergraduate or postgraduate studies).

Find out more about how UQDSA can enhance your student life by speaking with us during Orientation Week. Otherwise, reach out via our social media (<https://www.facebook.com/uqdsa>) or email (secretary@uqdsa.org.au).

Australian Dental Students Association (ADSA)

ADSA is the national student representative body for all dental students. Membership to ADSA is free and automatic. Collect your membership card during Orientation Week.

Appendix 1 – School Attendance Guidelines & Procedures

The BDS(c)(Hons) and DClinDent programs at UQ are full-time programs and 100% attendance is expected. The School of Dentistry has a strict attendance policy and takes absence from preclinical and clinical learning activities very seriously. It is your responsibility to familiarize yourself with these guidelines and procedures for explaining an absence. These guidelines and procedures are summarised below and are clearly outlined in the Electronic Course Profiles for your DENT courses. These guidelines apply to both OHC and non-OHC sites and all years of both programs **including BDS(c)(Hons) Year 5.**

These guidelines do NOT apply to absences when assessment has been scheduled. In such cases, please refer to the [deferred examination guidelines](#) and/or to the relevant ECP for rules regarding extensions.

The Preclinical and Clinical Learning activities are designed to ensure that students receive the required level of patient exposure to achieve the Program Learning Outcomes. Therefore, 100% attendance is required over the semester and students who are absent from any Preclinical/Clinical Learning activities in a course will be considered on a case-by-case basis at the School Board of Examiners' Meeting as to whether the student has achieved the required level of patient exposure needed to achieve the course learning outcomes and pass the course.

Students who are determined not to have achieved the required patient exposure will be awarded a grade of 3 or N (fail) for the course. Students who are absent for 20% or greater Preclinical/Clinical Learning activities will be automatically awarded a grade of 3 or N (fail) for the course. To be clear, any absence may result in a lack of patient exposure resulting in a fail grade for the course.

Non-attendance without a valid reason is dealt with under [UQ Fitness to Practise Policy](#). Non-attendance without a valid reason at a Preclinical or Clinical Learning activity constitutes a Level 1 breach, and frequent instances of non-attendance without a valid reason constitute a Level 2 breach with subsequent consequences at the discretion of the School. Absences that are not explained with evidence within the required timeframe (specified in Section 6 of ECP) will be treated as non-attendance without a valid reason.

Attendance Requirements

- a) Students are expected to be punctual and to attend all Preclinical and Clinical Learning activities.
- b) 100% attendance is expected for all Preclinical and Clinical Learning activities.
- c) Students are expected to attend Clinical Learning activities even when patients are not booked into appointment times.
- d) All absences must be explained and approved on the criteria set out below.
- e) Students should arrive by 8.00 am for an **8.10 am** clinic start time.

1. Absence from Preclinical and Clinical Learning Activities

- a) When a student is absent from any **Preclinical** learning activity due to illness or exceptional circumstances they must notify SAS and the Course Coordinator via absentee@dentistry.uq.edu.au by no later than **8.00 am**.
- b) When a student is absent from any **Clinical** learning activity due to illness or exceptional circumstances they **must notify** Metro North clinics via OHALliance@health.qld.gov.au immediately, **with a copy to SAS** via absentee@dentistry.uq.edu.au and by no later than **7:30 am**.
- c) When a **5th year student**, on placement at a **location other than the OHC**, is absent from any **Clinical** learning activity due to illness or exceptional circumstances they **must notify their placement supervisor** immediately, **with a copy to SAS** via absentee@dentistry.uq.edu.au and by no later than **7:30 am**.

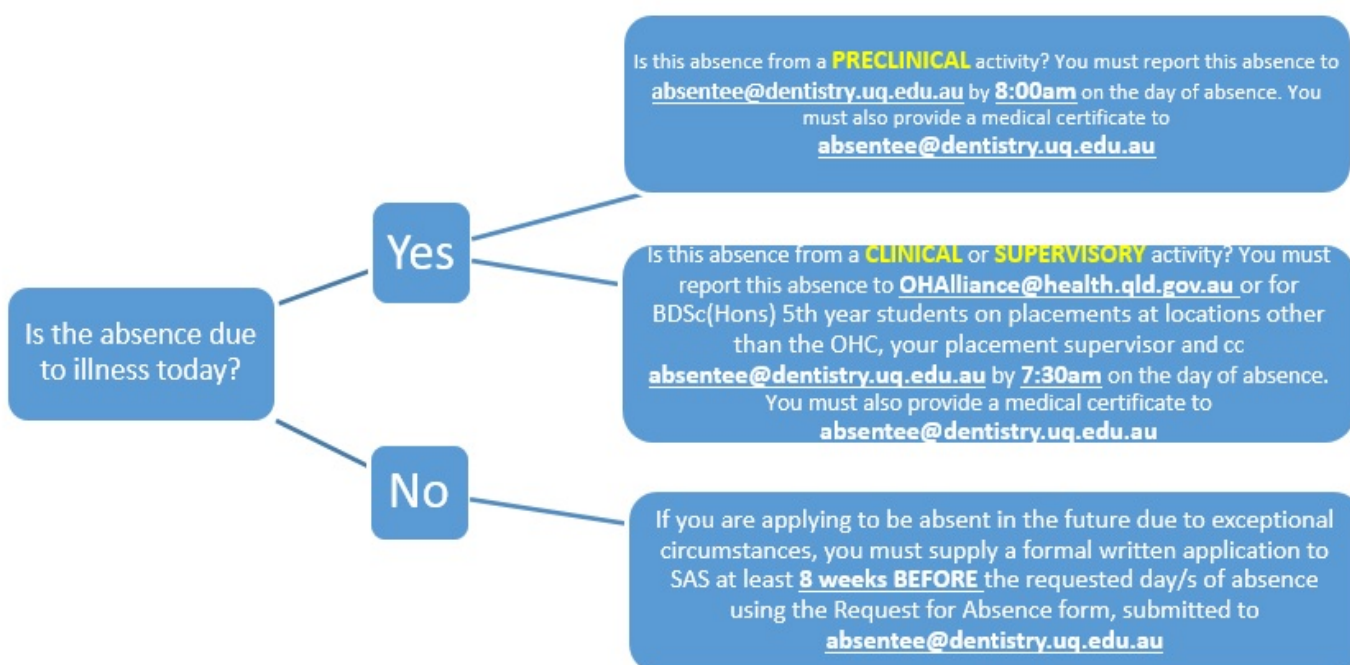
- d) If the absence from clinic is for more than one day students will be removed from clinic rosters for the period covered by their medical certificate. If a student becomes fit to attend clinics before the end date of their medical certificate it may not always be possible for patients to be reallocated at short notice.
- e) An absence is defined as an absence from a day, a session, or any part thereof. This includes arriving late or leaving early.
- f) Appropriate evidence explaining the absence must be submitted to SAS via email (absentee@dentistry.uq.edu.au) within three (3) business days of the last day of leave. If evidence is not provided within this timeframe, the absence will be treated as a 'non-attendance without a valid reason' and dealt with under [UQ Fitness to Practise Policy](#).
- g) Where a student is absent due to illness, they must provide a medical certificate and/or other appropriate supporting documentation. Medical certificates are randomly audited by UQ for authenticity. Medical certificates that are found to be fraudulent will result in a misconduct allegation process.
- h) It is the responsibility of the student to ensure that the provider of the medical certificate is a genuine medical practitioner. Ensuring this will be problematic if an online medical service is used, as many of these services are not genuine. Students will be held fully responsible for whatever they submit, even if they do so in apparent ignorance.
- i) Students who suffer from a chronic illness must provide evidence of the chronic nature of the condition. (For example, a letter from a medical practitioner stating that the student suffers from a recurring condition). If approved by the Phase Coordinator the requirement to submit daily medical certificates may be waived in some cases.
- j) A student applying to be absent for exceptional circumstances other than illness, must submit a formal, written application to SAS on the Request for Pre-Approved Absence Form, which is available in Appendix A at the end of the School Handbook and on the School of Dentistry Community Blackboard site. Requests for Pre-Approved Absence should be submitted to SAS at least **8 weeks in advance** of the absence, unless extenuating circumstances (such as a death in the family or medical emergency) apply. Approval is not automatic - absence requests will be considered for approval on a case-by-case basis by the School of Dentistry.
- k) To be clear, students who are approved for their absence will not be exempt from mandatory course requirements including assessment. Students who are **not** approved for their absence and do not attend the Preclinical/Clinical Learning activity will be dealt with under [UQ Fitness to Practise Policy](#).

2. Absence from supervisory activities – Postgraduate Students

- a) When a postgraduate student is absent from a scheduled supervisory activity (i.e. supervising undergraduate students in clinics) due to illness or exceptional circumstances they **must notify** Metro North clinics via OAlliance@health.qld.gov.au immediately, **with a copy to SAS** via absentee@dentistry.uq.edu.au and by no later than **7:30 am**.
- b) Appropriate evidence explaining the absence must be submitted to SAS via [email](#) within three (3) business days of the last day of leave. If evidence is not provided within this timeframe, the absence will be treated as a 'non-attendance without a valid reason' and dealt with under UQ Fitness to Practise Policy.
- c) Where a student is absent due to illness, they must provide a medical certificate and/or other appropriate supporting documentation. Medical certificates are randomly audited by UQ for authenticity. Medical certificates that are found to be fraudulent will result in a misconduct allegation process.
- d) It is the responsibility of the student to ensure that the provider of the medical certificate is a genuine medical practitioner. Ensuring this will be problematic if an online medical service is used, as many of these services are not genuine. Students will be held fully responsible for whatever they submit, even if they do so in apparent ignorance.

- e) Students who suffer from a chronic illness must provide evidence of the chronic nature of the condition. (For example, a letter from a medical practitioner stating that the student suffers from a recurring condition). If approved by the Discipline Lead or Course Coordinator the requirement to submit daily medical certificates may be waived in some cases.
- f) A student applying to be absent for exceptional circumstances other than illness, must submit a formal, written application to SAS on the Request for Pre-Approved Absence Form, which is available in Appendix A at the end of the School Handbook and on the School of Dentistry Community Blackboard site. Requests for Pre-Approved Absence should be submitted to SAS at least **8 weeks in advance** of the absence, unless extenuating circumstances (such as a death in the family or medical emergency) apply. Approval is not automatic - absence requests will be considered for approval on a case-by-case basis by the School of Dentistry.
- g) To be clear, students who are approved for their absence will not be exempt from mandatory course requirements including assessment. Students who are **not** approved for their absence and do not attend the Preclinical/Clinical Learning activity will be dealt with under [UQ Fitness to Practise Policy](#).

Quick Guide: How do I request and/or report an absence?



When reporting an absence, you MUST include the following information in your correspondence:

1. Full name
2. Student ID number
3. Current year of DClInDent program
4. Details of clinic/pre-clinic that you will miss

Please also remember to include your student name, number and clinic details for the absence in the subject line of the email.

Appendix 2 – School of Dentistry Loupes Policy

Loupe Use Policy for BSc(Hons) Program School of Dentistry, The University of Queensland Effective 1st January 2021

It is recognized that clinical practice of dentistry, certainly in some disciplines such as endodontics, has greatly benefited from the use of magnification and illumination. Many clinicians use loupes and most dental schools encourage their use. Evidence confirms the utility and effectiveness of loupes in dentistry.

From 1st January 2021 the following Loupes Use Policy will apply:

- The purchase of loupes is **compulsory** for students commencing their BSc(Hons) program from 2021. Students must purchase loupes prior to commencement of their 3rd year of study. The loupes will be used in both the preclinical and clinical teaching environments for approved procedures, including assessments (see Appendix A).
- The purchase and use of loupes are **not** compulsory for students enrolled in the program (as at October 2020), however the purchase and use of loupes is highly recommended for approved clinical and preclinical procedures, including assessments (see Appendix A). Students will be provided with appropriate training activities to use loupes (see Appendix B).
- Loupes use is **not** allowed in Year 1 and 2 of the program.
- Loupes vary in quality and costs and students are encouraged to thoroughly research products before purchasing. The School cannot contribute to the cost of loupes. The current consensus of recommended magnification is 2.5X.

Appendix A

The use of loupes in the clinic is only permitted after attending the formal training.

Loupe use is recommended for procedures which conceivably and demonstrably benefit from their use, e.g. in endodontics. For any procedure not listed and in case of any doubts, a clinical supervisor should be consulted.

Loupe use recommended

- All endodontic procedures subsequent to dental dam application
- Finish and assessment of crown and filling margins
- Assessment of interproximal calculus
- Assessment of texture and extent of deep caries

Loupe use not recommended

- Extraoral and intraoral diagnostics
- Local and block anaesthesia
- Incisions
- Dental dam placement
- Impression taking
- Extractions, incl. surgical extractions

Appendix B

For enrolled students there is a Transitional Period for Loupe Use from Semester 1, 2021.

Class year in 2021:

5th year - a training class will be provided towards the end of the Semester 2 2020 (end of 4th year), with the option for the students to use loupes in accordance with clinical placement site-specific policies in their 5th year of study.

4th year - the class will be offered a training class at the beginning of their course DENT4070. The use of loupes is allowed for approved procedures, including assessments, in the preclinical and clinical environment.

3rd year - a training class will be provided at the beginning of their course DENT3070. The use of loupes is allowed for approved procedures, including assessments, in the preclinical and clinical environment.

2nd year - a training class will be provided at the beginning of their course DENT3070 in the 3rd year of their study. The use of loupes is allowed for approved procedures, including assessments, in the preclinical and clinical environment, from Year 3 onwards. Loupe use is not allowed in Year 2.

Year 1 BSc(Hons) Student Instrument & Equipment List



BSc(Hons) students at The University of Queensland are required to purchase their dental instruments **directly from the suppliers**. To assist you with this, a list of compulsory equipment and instruments has been compiled over the page, followed by a Frequently Asked Questions page and the order forms for the recommended suppliers.

You MUST use OneDental to purchase the UQ Adult Model (Adult Model MQD with bonus hinge) and the Dentaprac Block UQ Design.

Important note: Students are free to choose any supplier. **The transaction is between the student and the supplier**, and the instruments remain the property of the student. The School of Dentistry takes **no responsibility** for purchasing decisions made by the student. Students are responsible for the continued maintenance of the instruments and must keep all instruments in good working order. In addition, if you purchase an instrument kit and then decide not to accept your offer in the BSc(Hons) program for any reason, or should you withdraw from the program at a later date, the School cannot assist in the sale or refund of your kit. Any such transactions that may occur between students is a student-only matter and does not involve the School.

Please also note that in some instances it can take over a month for instruments and equipment to be delivered from suppliers, so we recommend that you make your purchase as soon as possible.

You will also be required to purchase a lab coat (included in the OneDental kit), protective eyewear and enclosed shoes. However, you will be provided with further details about this in orientation week – see the FAQs page for more information.

The list consists of instruments that you will use from Year 1 as well as an endodontics kit that you will use from Year 3 onwards. You will need to purchase all instruments now, and store your endodontics kit for future use.

Contact details for recommended suppliers:

Henry Schein Halas (HSH):

<https://henryscheinhalas.formstack.com/forms/qldunit>

One Dental: <http://www.onedental.com.au/>

Required Instruments

Item	Qty
UQ MQD Adult Model – MUST BE PURCHASED FROM OneDental	1
UQ Dentaprac Block (not required until Year 1 Sem 2) – MUST BE PURCHASED FROM OneDental	1
Wax carving blocks	1 (pack of 30)
Wax carver – Le Cron	1
Mirror Simple Front Surface Plane #4 Bx-12	1
Mirror Handle Simple Stem	1
Double-ended Probe (Sickle #23/Williams Probe (1-2-3-5-7-8-9-10 mm))	1
Probe SE Color Coded Williams (1-2-3-5-7-8-9-10 mm)	1
College Tweezer	1
Scaler DE N67 Offset Sickle (H6-H7)	1
Columbia Universal curette 4R/4L	1
Columbia Universal curette 2R/2L	1
Clamp #26	1
Ivory #W2A Clamp	1
Clamp #7A	1
Double-ended spoon excavator ~1.0 - 1.5mm e.g., Hu-Friedy EXC176	1
Double-ended ball burnisher ~1.3 – 2.1 mm e.g., Hu-Friedy BB26/27S6	1
Carver DE Hollenback #3S (1/2)	1
Composite placement instrument	1
Tofflemire Universal retainer	1
Calcium hydroxide placement instrument	1
Double-ended amalgam plugger - non serrated round ~1.0 – 1.4 mm e.g., Hu-Friedy PLG0/16	1
Cement Spatula	1
Double-ended distal gingival margin trimmer e.g., Hu-Friedy MT28	1
Double-ended mesial gingival margin trimmer e.g., Hu-Friedy MT29	1
The endodontic instruments below require a separate instrument box or cassette for safe storage until Year 3	
EXCEL Tweezer College	1
Endodontic Excavator Long Shank DE Spoon shape #31LR	1
Endodontic Explorer DE #DG16	1
Composite Placement Inst. DE #4 - Titanium coated	1
Endodontic Condenser DE #5-7	1
Root Canal Spreader SE #D11T (Thin) Nickle Titanium	1
Root canal spreader SE RC 25 Nickle Titanium	1
Periodontal probe	1
Dental instrument box or cassette for safe storage and transportation of instruments.	2 (students require a separate cassette for Endodontic instruments)
Lab coat	1

Equipment: Frequently Asked Questions

How do I decide which supplier to use?

You MUST use OneDental to purchase the UQ Adult Model (Adult Model MQD with bonus hinge) and the Dentaprac Block UQ Design.

For the rest of the products (Instrument Kit and Endo Kit – listed as Year 1 Kit and Year 3 Kit by Henry Schein), it is your decision. Either supplier provides quality instruments. Currently, Henry Schein are not offering postage service to offshore students but they will deliver to the School at the Herston Campus. One Dental will ship goods to offshore students; please contact the supplier directly to make these arrangements.

Can I use equipment from other suppliers or that I already own?

If you would like to use equipment from another supplier or that you/someone else you know owns already, it is best to contact us and provide either a link to the supplier or a photo of the equipment you have so that we can confirm whether this equipment is compatible. In particular, please note that the UQ Adult Model and Dentaprac Block are specifically made to fit into the fixtures in our labs, so it's important that these are purchased from OneDental.

What if I buy the equipment and then decide not to continue with the program?

You may wish to arrange for another student to buy your equipment from you if this is the case – please arrange this between you and another student as the School cannot assist in the sale or refund of your kit.

When do I need to order the equipment by?

There is a due date listed on the order forms for both suppliers. However, if you receive a late offer and/or have missed the deadline, please still order your equipment as soon as possible so that your order can be delivered as early as the supplier can arrange.

What happens if I don't get my equipment before the start of classes?

During the first couple of weeks of pre-clinical sessions, minimal equipment is required and loan equipment is available to you until you receive your own equipment. It's still important to order your equipment as soon as possible, but you will not be disadvantaged if your order arrives a couple of weeks later than other students.

Do I need a lab coat?

A lab coat is necessary for even the first week of classes. The OneDental instrument kit includes a lab coat, but the Henry Schein list does not. If you choose Henry Schein as the supplier of the majority of your instrument kit, you will need to source your lab coat from another supplier. The on-campus supplies store, *School Locker* (<https://theschoollocker.com.au/universities/university-of-queensland/medical>) has lab coats for sale (either online or in the store at the Herston Campus) or you can source these from another provider of your choice.

Do I need protective eyewear?

From Week 2 onwards, everyone is required to wear protective eyewear for attendance at the compulsory clinic and pre-clinic sessions, whether they normally wear prescription eyewear or not. The protective eyewear is worn in addition to your prescription eyewear (over the top) or replaces it.

Details for purchase of protective eyewear will be provided to you during Orientation Week – *School Locker* stocks these in addition to lab coats. The cost of normal non-prescription protective eyewear is usually approximately AU\$25.

Do I need to order the Year 3 Kit now?

Yes, you need to order both the Year 1 and Year 3 (Endo) Kits now and store the Year 3 instrument kit away until you reach Year 3.

If you have further questions about equipment, please contact us via dentistry@enquire.uq.edu.au

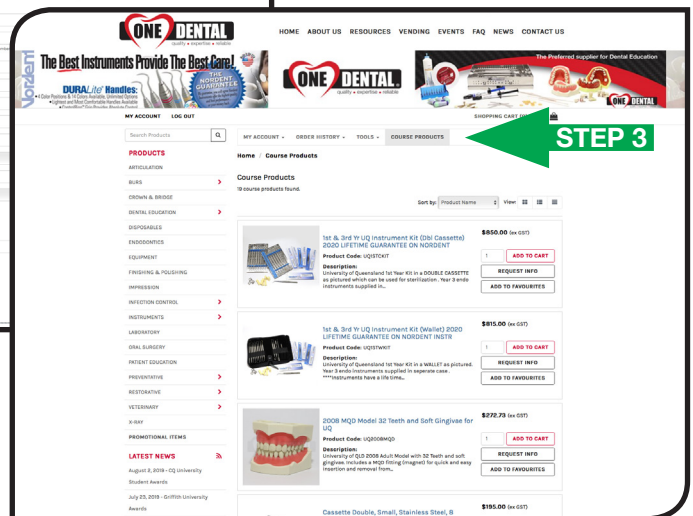
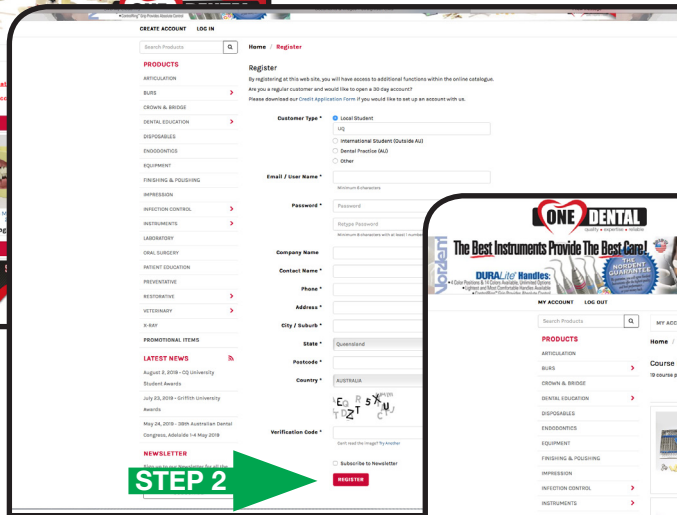


University of QLD

How to order your 2021 UQ Instrument Kit.

Please log onto www.onedental.com.au and create your account. It may take up to 24hrs for your **COURSE PRODUCTS** to appear. Once they appear click on the **COURSE PRODUCTS** tab to view products for 1st & 3rd Year. (**UQ1STCKIT, UQ1STWKIT, UQ2008MQD, UQDENPRAC**). The gown is included in kit, just choose the size and add to checkout. Simply order and pay online.

Select **Free Freight Via University** to receive your order on handout day at The University of QLD



Please make sure kit is ordered and paid for by 15th January 2021.

For further information contact:
Customer Service on 02 9634 3443 or sales@onedental.com.au



A family owned Australian business



Scan me

2021 UNIVERSITY OF QLD STUDENT KIT YEAR 1

Student Name:	
Email Address:	
(Mobile) Phone Number:	
Date:	

ORDER FORM (KIT ONLY)

Kits	GST INC Total	Tick Req'd	Remarks
Year 1 Kit	\$524.00	<input type="checkbox"/>	See contents on following page
Steri Cage Baby Blue 200 x 45 x 45mm	\$13.00	<input type="checkbox"/>	Optional
IMS Cassette 2 Tier Signature Series for 14 instruments White	\$183.00	<input type="checkbox"/>	Optional

THE UNIVERSITY WILL NOTIFY WHEN AND WHERE TO COLLECT KITS THURSDAY 25TH OF FEB 2021

PAYMENT:

Please charge my Credit / Debit Card \$ _____

VISA MASTERCARD DINERS AMEX

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Cardholder's name :

Card Expiry Date:

Security Code / CCV#

/														

PLEASE SEND PAYMENT FORM TO EMAIL ADDRESS BELOW BY FRIDAY 22ND JANUARY 2021!! LATE ORDERS WILL NOT BE DELIVERED ON TIME AND WILL BE SUBJECT TO A FREIGHT FEE!!

PLEASE FILL OUT CAREFULLY. NO RETURNS OR CANCELLATIONS WILL BE ACCEPTED.

Henry Schein Halas, Att: Nathan Greenhalgh
 Email: studentkits@henryschein.com.au
 PO Box 1038, Milton, QLD, 4064

KIT INCLUSIONS		
AS-DWS511	KEMDENT Carving Blocks Pack of 30	x1
HF-CVLC5	CARVER Le Cron #5 Double Ended Round Handle	x1
HS-9000748	MAXIMA Mirror Head Size 4 Front Surface Pack of 12	x1
HS-1006633	HENRY SCHEIN Mirror Handle Stainless Steel Round	x1
HF-XP23-OW6	EXPLORER PROBE Expro Williams Satin Steel Handle #23/OW	x1
HS-100-3313	HENRY SCHEIN College Tweezers Serrated Edge Size 317	x1
HF-SH6-7C8E2	SCALER #H6/H7 DE Resin 8 Color Purple EverEdge Handle	x1
HF-SC4R-4LC8E2	SCALER Columbia #4R/4L Resin 8 Color Pink Ever Edge Handle	x1
HF-SC2R-2LC8E2	SCALER Colombia #2R/2L Resin 8 Color Pink Ever Edge Handle	x1
HF-RDCM26	Rubber Dam CLAMP #26 Lower Molars Satin Steel	x1
CW-H02775	HYGENIC Rubber Dam Clamp Wingless Size W2A	x1
HF-RDCM7A	Rubber Dam CLAMP #7A Lower Molars Satin Steel	x1
HF-EXC17H6	EXCAVATOR Spoon #17 Double Ended Satin Steel Handle	x1
HF-BB26-27S6	BURNISHER Ball #26/27S D/E Satin Steel Handle	x1
HF-CVHL3S	CARVER Hollenback #3S Double Ended Round Handle	x1
HF-PFIA6	Composite Plastic FILLING Instrument Universal #A6	x1
HS-100-9547	HENRY SCHEIN Tofflemire Matrix Retainer Universal	x1
HF-PICH	PLACEMENT Instrument Calcium Hydroxide Round Handle	x1
HF-PLGOR1	PLUGGER Oregon #1 Double Ended Round Handle	x1
AO-0903-3	Cement SPATULA #3 Double Ended	x1
HF-MT28	MARGIN TRIMMER Distal #28 Double Ended Round Handle	x1
HF-MT29	MARGIN TRIMMER Mesial #29 Double Ended Round Handle	x1

IMS CASSETTE 2 TIER SIGNATURE SERIES FOR 14 INSTRUMENTS WHITE
 (CASSETTE IN ILLUSTRATION IS BLUE. ONLY WHITE AVAILABLE)



STERI CAGE BABY BLUE 200mm X 45mm X 45mm



2021 UNIVERSITY OF QLD STUDENT KIT YEAR 3

Student Name:	
Email Address:	
(Mobile) Phone Number:	
Date:	

ORDER FORM (KIT ONLY)

Kits	GST INC Total	Tick Req'd	Remarks
Year 3 Kit	\$379.00	<input type="checkbox"/>	See contents on following page

THE UNIVERSITY WILL NOTIFY WHEN AND WHERE TO COLLECT KITS THURSDAY 25TH OF FEBRUARY 2021

PAYMENT METHOD:

Please charge my Credit / Debit Card \$ _____

VISA MASTERCARD DINERS AMEX

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Cardholder's name :	
Card Expiry Date:	/
Security Code / CCV#	

OR

Cheque (Bank/Personal/Money Order): \$ _____ BANK: _____ CHEQUE No: _____

Make cheques payable to: **Henry Schein Halas**

PLEASE SEND PAYMENT FORM TO EMAIL ADDRESS BELOW BY FRIDAY 22ND JANUARY 2021!! LATE ORDERS WILL NOT BE DELIVERED ON TIME AND WILL BE SUBJECT TO A FREIGHT FEE!!

PLEASE FILL OUT CAREFULLY. NO RETURNS OR CANCELLATIONS WILL BE ACCEPTED.

Henry Schein Halas, Att: Nathan Greenhalgh
 Email: studentkits@henryschein.com.au
 PO Box 1038, Milton, QLD, 4064

KIT INCLUSIONS

HF-DP18L	TWEEZER #18L Serrated Locking	x1
HF-PQW	PERIO PROBE COLOUR CODED WILLIAMS #PQ-W SE ROUND	x1
HF-EXC31L	EXCAVATOR #31L Double Ended Round Handle	x1
HF-EXDG16	EXPLORER Endo #DG16 Double Ended Round Handle	x1
HF-TNCIGFT4	COMPOSITE Instrument Goldstein Flexi-Thin #4 XTS Satin Steel	x1
HF-RCP5-7	Endo PLUGGER #5/7 21mm Double Ended Round Handle	x1
HF-RCSD11TNT	Endo SPREADER #D11T Nickel Titanium	x1
HF-RCS25NT	Endo SPREADER # 25 Nickel Titanium	x1
HF-IM5088	IMS Cassette Signature Series for 8 instruments Blue	x1



Section 1: Information

Students in **Dentistry, Doctor of Medicine, Midwifery or Nursing** programs are required to provide evidence of their immunisation status for the diseases listed in Section 2 of this form. This list is supported by UQ [PPL 2.60.08 Vaccinations and Immunisation](#), the Australian Immunisation Handbook and Queensland Health policy. Students are reminded that **placements or activities in healthcare environments will not be permitted unless this record is complete.**

In addition Dental, Doctor of Medicine, Midwifery and Nursing students need to screen for hepatitis B, hepatitis C and HIV infection within the twelve months preceding program commencement as these infections may limit the type of surgical procedures the student/graduate can be involved with (see section 3).

Instructions for Students

1. The attached immunisation record is to be completed by a **Registered Medical Practitioner**. To minimise any unnecessary delays and additional costs to you, it is important for you to take any past immunisation record(s) to the medical practitioner who will complete this form. You must arrange to obtain any required vaccinations or screening tests as soon as possible as it can take some time and multiple visits to your medical practitioner to complete this form. The Medical Practitioner must be independent, that is, they cannot be a near relative (e.g. spouse, partner, child, brother, sister, or parent) or a close associate (e.g. a close friend, neighbour, or partner or child of a colleague).
2. **You are also required to complete the Queensland Health [Tuberculosis Risk Assessment Form for Students](#). This is a student self-assessment form to be completed by the student only. The Submission Method is outlined below.**
3. Please ensure that this form (Student Immunisation Record–Form B) has been completed correctly before uploading to your [my.UQ](#) dashboard. Please also ensure that this form is signed and stamped by the medical practitioner (Section 4) and you are required to read and sign the Student Declaration (Section 5). The Submission Method is outlined below.
4. It is your responsibility to track emails and notifications from your my.UQ account to confirm immunisation compliance or respond to a request for additional evidence as soon as possible and prior to the deadline provided by your faculty or school. All information regarding your record status and due dates will be specified in the “View” or “Update” section of your “My Requests” on your my.UQ dashboard.
5. Please ensure you retain a copy of all documentation in your personal records.

Submission Method for Students

Online only (via [my.UQ](#) Dashboard)

You will not be able to submit your documentation until you receive a ‘**Student Immunisation Evidence Request**’ email that has been initiated by your Faculty and provides a link to upload your forms. Once you have received this email, you can also access the student immunisation evidence process via the ‘Notifications’ section of your [my.UQ](#) dashboard. **Where possible, please upload both your Immunisation Form and TB self-assessment form together.** You will not be able to upload additional forms until the Immunisation Record Team verify your first upload and return a task to you.

For assistance submitting your documents or completing this form please contact immunisation@uq.edu.au.

***Only those cohorts who need to be compliant before the end of 2020, and have been requested by their school to upload documentation to the [Placements](#) (InPlace) system, will be verified in Placements.**

Instructions for Medical Practitioners

Please ensure that you complete sections 2, 3, 4 and then sign and stamp Section 4. Please enter all dose dates, serology dates, results and comments as requested on the form. There is no requirement for students to upload laboratory documents except where requested on the form (e.g. hepatitis B immunity (titre level)).

Student Name: (BLOCK LETTERS)	Surname			First Name		Other Names	
Student Number:			Date of Birth:				
Mobile Phone No.:			UQ Email Address:				
Faculty:			Program of Study:				
Year of Commencement of program (cohort):							

Section 2: Evidence of Vaccination / Immunisation

This section must be completed by a medical practitioner

Mandatory requirement *

Strongly recommended and mandatory for some placements **

Name of Disease and evidence required	Date of Vaccination (dd/mm/yyyy)	Serology/ Screening	Other Evidence
Pertussis* One documented adult dose of dTpa vaccine within last 10 years (in addition to complete childhood vaccination course)	Dose Date:	<u>Not applicable</u>	<u>Not applicable</u>
Measles*, Mumps*, Rubella* Documented evidence of 2 doses of MMR vaccine given at least 28 days apart. If the student is unable to provide dose dates a blood test showing immunity for all three diseases must be provided.	Dose 1 Date: OR Dose 2 Date:	Serology Date: OR <input type="radio"/> Serology confirms immunity to all: measles, mumps and rubella	<input type="radio"/> Birth date before 1966 No vaccination or serology required for students born before 1966
Chickenpox (Varicella)* Documented evidence of 2 doses of varicella vaccine given at least 28 days apart. If the student is unable to provide dose dates a blood test showing immunity must be provided.	Dose 1 Date: OR Dose 2 Date:	Serology Date: <input type="radio"/> Serology confirms immunity to Varicella	<u>Not applicable</u>
Influenza** An influenza vaccination is strongly recommended in the Autumn of each year after the latest flu vaccine has been released (usually March/April). Certain clinical placements will only accept students who have had the influenza vaccination to allow for staff and patient safety.	Enter dose date only if current seasonal influenza vaccination has been given. Dose Date:	<u>Not applicable</u>	Students to retain proof of vaccination in the event that it is required for a particular placement site/hospital.

Student Name: (BLOCK LETTERS)	Surname	First Name	Other Names
Student Number:		Date of Birth:	

Name of Disease and evidence required	Date of Vaccination and Serology/Screening <i>Dentistry, Midwifery and Nursing programs require evidence of dose dates and serology information</i>			Other Evidence
	Dose 1 Date:	Dose 2 Date:	Dose 3 Date:	
<p>Hepatitis B*</p> <p>Documented evidence of three doses of age appropriate Hepatitis B vaccine AND serology results confirming immunity.</p> <p>2 dose course of adult vaccine is appropriate for adolescent schedule only (if age of vaccine recipient was 11-15 years).</p>				<input type="radio"/> Immunisation against hepatitis B is not appropriate. Not susceptible to hepatitis B. Evidence of previous hepatitis B exposure shown on serology.
<p>PLEASE ALSO ENTER SEROLOGY INFORMATION</p> <p>Serology Date:</p> <p><input type="radio"/> Serology confirms immunity to hepatitis B. Anti-HBs greater than or equal to 10mIU/mL</p> <p>Enter antibody level or attach laboratory result.</p> <p>Anti-HBs or HBsAb result: _____ mIU/mL</p> <p style="text-align: center;">OR</p> <p><input type="radio"/> Non-Immune to Hepatitis B. Complete Hepatitis B Supplementary Doses section below</p>				
<p>Hepatitis B Supplementary Doses (if required)</p> <p>Please refer to booster regime in Australian Immunisation Handbook or refer to UQ Healthcare.</p>	<div style="background-color: black; color: white; padding: 5px; width: fit-content; margin: 0 auto;">AND</div> <p>Follow up dose dates:</p>	<p>Follow up serology date:</p> <p>Please enter antibody level or attach laboratory result.</p> <p>Anti-HBs or HBsAb result:</p> <p>_____ mIU/mL</p>		Further Comments:

Please continue to Section 3 on next page

Student Name: (BLOCK LETTERS)	Surname	First Name	Other Names
Student Number:		Date of Birth:	

Section 3: Exposure-prone Procedures Statement

Exposure prone procedures (EPPs) are procedures where there is a risk of injury to the Healthcare Worker (HCW) resulting in exposure of the patient's open tissues to the blood of the HCW. These procedures include those where the HCW's hands (whether gloved or not) may be in contact with sharp instruments, needle tips or sharp tissues (spicules of bone or teeth) inside a patient's open body cavity, wound or confined anatomical space where the hands or fingertips may not be completely visible at all times.

Student HCWs who will be performing EPPs must be tested for blood borne viruses (BBVs) in accordance with [Australian National Guidelines for the Management of Healthcare Workers Living with blood Borne Viruses and Healthcare Workers who Perform Exposure Prone Procedures at Risk of Exposure to Blood Borne Viruses - 2019](#). Testing must take place within 12 months before commencement of their program.

The follow up of test results is the responsibility of the medical practitioner who conducts the test. Student HCWs found to have a positive BBV test result should be counselled by their medical practitioner about appropriate management, and about potential impacts on future career options. The medical practitioner can seek advice from a specialist in BBVs or the relevant area of the jurisdictional health department. These students should receive education to ensure they understand their obligations should they wish to perform EPPs as part of their program.

Screening Verification Details

Medical Practitioner Statement	
I have screened this student for hepatitis B & C and HIV infection and the student is not infected on testing.	Doctor's signature Date:
OR	
The student cannot safely perform EPP as confirmed by Infectious Diseases physician, Gastroenterologist, Hepatologist or Occupational Medicine Physician.	Doctor's signature Date:
OR	
An Australian registered Infectious Diseases physician, Gastroenterologist, Hepatologist or Occupational Medicine Physician has certified that further testing has confirmed that the student is able to safely perform EPP.	Doctor's signature Date:
Additional Comments as necessary:	

All healthcare workers who are performing EPPs are required to take reasonable steps to know their BBV status and should be tested for BBVs at least once every three years and are required to have appropriate and timely testing after potential BBV exposures, both occupational and non- occupational. Dentistry students are required to provide a statement from their doctor confirming their infectious status prior to enrolment and prior to clinical placements at commencement of year 4 of the program.

Student Name: (BLOCK LETTERS)	Surname	First Name	Other Names
Student Number:		Date of Birth:	

Section 4: Medical Practitioner Declaration

I declare that the requirements specified above have been assessed and actioned in accordance with the immunisation and screening status of the student named on this form, and have been entered above in compliance with the immunisation entry requirements for the student's program of study. The student has been made aware of any vaccination or serology follow up in relation to completing the requirements of this form.

Name of Medical Practitioner/Provider number	Signature:	Date
Is further follow up required? Please insert details:		Practice Stamp:

Section 5: Student Declaration

I understand the program requirements outlined in this document and agree to submit this information as a true and correct record of my compliance with these requirements. In addition, I agree to provide updated information as necessary and in particular in relation to any required vaccinations or proof of my status regarding testing for blood borne diseases.

In addition, as my study program does undertake exposure prone procedures (dentistry and midwifery), or can involve undertaking exposure prone procedures (medicine and nursing), I have read and understand the requirements of the [Australian National Guidelines for the Management of Healthcare Workers Living with blood Borne Viruses and Healthcare Workers who Perform Exposure Prone Procedures at Risk of Exposure to Blood Borne Viruses -2019.](#)

I agree to the following:

- Have appropriate and timely testing and follow up care after a potential occupational exposure associated with a risk of BBV acquisition.
- Have appropriate testing and follow up care after potential non-occupational exposure, with testing frequency related to risk factors for virus transmission
- Cease performing all EPPs if diagnosed with a BBV until the criteria in the [National Guidelines](#) have been met and formal advice has been sought according to the responsibilities of the healthcare worker with a BBV.

Student Signature:	Date:

Privacy Statement

The information in this form is collected for health and safety purposes as detailed in the University's Vaccinations and Immunisation Procedures and Guidelines (<https://ppl.app.uq.edu.au/content/2.60.08-vaccinations-and-immunisation>). This information will be used to ensure compliance with those procedures, and may be disclosed to Queensland Health and/or other placement providers. The University will not otherwise disclose this information to a third party without your consent, unless such disclosure is authorised or required by law.

For further information, please refer to the Vaccinations and Immunisation Procedures and the University's Privacy Management Policy (<https://ppl.app.uq.edu.au/content/1.60.02-privacy-management>)

Student to submit completed documentation to [my.UQ](#) using the Submission Method on page 1



UQ Healthcare St Lucia

UQ International Students: Medicine, Pharmacy and Nursing

UQ has requested that you have an up to date immunisation record for your course and to access clinical placements. This is for your safety and that of patients. There are upfront costs involved in meeting the vaccination and medical requirements for your course.

OSHC Allianz valid policy holders: The cost of any consultation with a doctor (GP) will be direct billed to OSHC Allianz provided your policy is valid at the time of the consultation.

BUPA, NIB, MBP, AHM (and other policy holders): The cost of any consultation with a doctor will be charged at the rebate fee and must be paid at the time of the consultation. This amount can be claimed back from your insurer.

STEP 1. Bring documents showing proof of all previous vaccinations including childhood and travel. The GP will then discuss which tests are required. If there is no supporting documentation this may result in additional vaccines at your cost.

STEP 2. Take your pathology request form to the pathology collection centre on site here at UQ Healthcare St Lucia to have your blood test. Often this cost is covered by your insurer but you must be able to provide proof of your valid insurance policy. You may have out-of-pocket expenses and the pathology provider may send you an invoice in the mail. If you have any questions regarding out-of-pocket expenses please call your insurance provider or the pathology provider.

UQ has also requested Tuberculosis (TB) testing. This is different from a TB chest x-ray you may have had as part of your Visa process. We DO NOT have access to the department of Immigration medical records. You have two options to complete the TB testing requirement:

1. **Metro South Clinical TB Service** offers a free Mantoux (TB) skin testing service to all students. To book an appointment:
Telephone: 07-31764141 or Email: msctb@health.qld.gov.au *[If using email, request a skin test form]*
NOTE: there is often a 6 to 8 week waiting time for this free service. This is a 2 stage test, needing attendance on two occasions, two days apart.
2. **QML, Sullivan Nicolaides** or **Mater Pathology** offer the Quantiferon Gold TB blood test which your GP will discuss. The cost for this test is approximately \$60 and not claimable from your insurer. There is no waiting time for this test and results are usually available at one week. You may also access the Mantoux test via these laboratories. An out-of-pocket cost of up to \$45 should be expected and please note the skin test is a 2 stage test, as mentioned above.

STEP 3. Book a follow up appointment with your GP to discuss your blood results. Depending on your levels of immunity and previous vaccinations you may require boosters or a course of vaccinations. This could include:

Measles, Mumps, Rubella (MMR)	-	maximum	2 injections – this vaccination is free
Varicella (Chickenpox)	-	maximum	2 injections @ \$ 60.00 per vaccine
Hepatitis B	-	normally	3 injections @ \$25.00 per vaccine
Polio	-	maximum	3 injections @ \$45 per vaccine
Diphtheria, Tetanus, Pertussis (Boostrix)	-	1 injection	@ \$40.00
Diphtheria and Tetanus [ADT]	-	maximum	2 @ \$20 per vaccine

NOTE: Vaccines are private medications and may not be claimable from your insurance and prices are subject to change.



UQ Healthcare St Lucia

UQ Domestic Students: Medicine, Pharmacy and Nursing

UQ has requested that you have an up to date immunisation record for your course and to access clinical placements. This is for your safety and that of patients. There are upfront costs involved in meeting the vaccination and medical requirements for your course.

STEP 1. Bring documents showing proof of all previous vaccinations including childhood and travel. The GP will then discuss which tests are required. If there is no supporting documentation this may result in additional vaccines at your cost.

STEP 2. Take your pathology request form to the pathology collection centre on site here at UQ Healthcare St Lucia to have your blood test. This may incur additional fees which your GP will discuss.

UQ has also requested Tuberculosis (TB) testing. You will be offered either a skin test or blood test.

1. **Metro South Clinical TB Service** offers a free Mantoux (TB) skin testing service to all students. To book an appointment:

Telephone: 07-31764141 or Email: msctb@health.qld.gov.au [If using email, request a skin test form]

NOTE: there is often a 6 to 8 week waiting time for this free service. This is a 2 stage test, needing attendance on two occasions, two days apart.

2. **QML, Sullivan Nicolaides or Mater Pathology** offer the Quantiferon Gold TB blood test which your doctor will discuss. The cost for this test is approximately \$60 and not covered by Medicare. There is no waiting time for this test and results are usually available at one week.

You may also access the Mantoux test via these pathology providers. An out-of-pocket cost of up to \$45 should be expected and please note the skin test is a 2 stage test, as mentioned above.

STEP 3. Book a follow up appointment with your GP to discuss your results. Depending on your levels of immunity, and previous immunisations, you may be required to undertake boosters or a course of vaccinations. This could include:

Measles, Mumps, Rubella (MMR)	-	maximum	2 injections – this vaccination is free
Varicella (Chickenpox)	-	maximum	2 injections @ \$ 60.00 per vaccine
Hepatitis B	-	normally	3 injections @ \$25.00 per vaccine
Polio	-	maximum	3 injections @ \$45 per vaccine
Diphtheria, Tetanus, Pertussis (Boostrix)	-	1 injection	@ \$40.00
Diphtheria and Tetanus [ADT]	-	maximum	2 @ \$20 per vaccine

All consultations are bulk billed. Vaccine prices are subject to change.