School of Medicine

MBBS Program - Phase 2
Guidelines for the Allocation of Students to Clinical Schools and/or Rotations

1. Purpose and Objectives

1.1 The School of Medicine has established the Phase 2 Allocation Process to manage and support the clinical training capacity for Students undertaking Phase 2 of the MBBS Program.

1.2 Phase 2 of the MBBS Program comprises years 3 and 4 and includes 10 Clinical Rotations, each of 8 weeks duration.

1.3 Each of the core Clinical Rotations consists of an attachment or placement at a Clinical Location.

1.4 The Phase 2 Allocation Process is designed to facilitate the equitable distribution of Students in each Clinical Rotation throughout the Academic Year and across all available placements in Clinical Rotations.

1.5 The Phase 2 Allocation Process will provide Students with an automated online facility designed to assess and place Students within a preferential system subject to availability and exceptions contained within these rules.

2. Definitions

*Academic Year:* means the period starting on the first Monday of the first semester and ending with the Sunday before the corresponding Monday of the following year. Each Academic Year will comprise 5 consecutive Clinical Rotations.

*Clinical Location:* medical training facilities within a geographic region designated by the University for the MBBS Program

*Clinical Rotations:* the 10 individual rotations undertaken within Phase 2 of the MBBS Program with 5 rotations undertaken in year 3 and 5 rotations undertaken in year 4.

*Clinical School:* a medical training facility designated by the University for the MBBS Program


**Good Academic Standing:** a Student who has achieved a cumulative grade point average (GPA) of 4.5 or greater at the time of making any application referred to within these rules.

**International Student:** a Student who is neither a domestic Student nor a Student under the Ochsner Cohort.

**MBBS Program:** Bachelor of Medicine, Bachelor of Surgery.

**Ochsner Cohort:** The Ochsner Cohort are citizens of the United States of America (USA) enrolled in the MBBS Program who undertake Phase 2 of the Program at the Ochsner Clinical School (OCS) operating in New Orleans, USA.

**Phase 2:** means years 3 and 4 of the MBBS Program.

**Phase 2 Allocation Process:** is the process described under clause 1 of these rules.

**Special Consideration:** is the process described under clause 8 of these rules.

**Student:** means a person enrolled as a student at the University or undertaking courses or programs at the University

**University:** the University of Queensland

3 **Clinical Rotation placements**

3.1 Clinical Rotations, as specified by the University for each Academic Year, may be undertaken in any order. Students will have the opportunity to nominate the preferred order in which they will undertake the Clinical Rotations.

3.2 Year 3 MBBS Students will be allocated to a Clinical School for the duration of the Academic Year. Students will have the opportunity to nominate their preferences for allocation to a Clinical School.

3.3 Selected Clinical Schools are unable to offer all Clinical Rotations. Students at such Clinical Schools can be allocated to undertake a Clinical Rotation at a location outside their Clinical School.

3.4 The Phase 2 Allocation Process is designed to assist year 3 Students to obtain a placement in the Student’s preferential Clinical School, however demand and special circumstances dictate that the University is unable to guarantee Students a preferential place.

3.5 MBBS year 4 Students will nominate their preferences for allocation to the geographic region where they desire to undertake their Clinical Rotations. These regions are: SE Qld, RCS Bundaberg, RCS Hervey Bay, RCS Rockhampton and RCS Toowoomba.

3.6 Students who are able to demonstrate extenuating circumstances may be afforded Special Consideration during the administration of the Phase 2 Allocation Process.
3.7 The Phase 2 Allocation Process will include a mechanism for Students to request direct swaps of confirmed allocations to a Clinical School, Clinical Location or Clinical Rotation(s). The University is unable to guarantee fulfilment of any request.

3.8 The University may in its discretion remind Students of the dates and times upon which the Phase 2 Allocation Process open and closes. However it is the Student’s responsibility to ensure they are aware of the times and dates which will be published in advance on the School of Medicine’s website.

3.9 For the avoidance of doubt, Students who submit preferences will be allocated Clinical Rotations as part of the Phase 2 Allocation Process as priority. Students who fail to submit preference requests will be allocated Clinical Rotations only after all the Students who submitted requests have been placed in a Clinical School or Clinical Rotations.

4 Exception-Based Allocation – University of Queensland Rural Clinical School (UQRCS).

4.1 It is a requirement imposed by the Australian Government that a minimum of 25% of domestic medical Students attend UQRCS for a minimum of one Academic Year.

4.2 International Students, including the Ochsner Cohort, are not eligible to undertake a Clinical Rotation(s) with and/or be allocated to UQRCS.

4.3 Should an MBBS year 3 Student be allocated to UQRCS the allocation will be for the duration of the Academic Year.

4.4 In the case of MBBS year 4 Students:

4.4.1 Students who have not satisfied requirements detailed in clause 4.3 above must complete the full Academic Year, i.e. 5 consecutive Clinical Rotations, with UQRCS.

4.4.2 Students who will undertake specialties I and/or specialties II with UQRCS are not expected to nominate preferences for sub specialties during the Phase 2 Allocation Process. Students will have the opportunity prior to undertaking these Clinical Rotations to discuss options with the relevant UQRCS Director (or nominee) who will confirm programs/schedules.

4.4.3 Students who have already completed an academic year with UQRCS may undertake only 1 Clinical Rotation (or part thereof, in the case of the “Specialties”) at a Clinical Location outside the UQRCS.

5. Exception-Based Allocation – Repeating Students

5.1 Students who are required to repeat a Clinical Rotation will be allocated, on the advice of the relevant Head of Discipline, to the requisite Clinical Rotation. This will occur at the conclusion of the Phase 2 Allocation Process.
5.2 Students are not able to repeat a Clinical Rotation at a Non UQ affiliated or international placement location, including the Ochsner or Brunei Clinical Schools.

5.3 As a matter of normal practice, Students will be not allocated to the Clinical School and/or location where they failed to satisfy course requirements.

5.4 Students are not able to repeat a Clinical Rotation outside of the published MBBS academic calendar or during summer semester.

5.5 Where required, Students will be notified of any changes to their subsequent Clinical Rotation/s.

6. International Allocations (excluding the Ochsner Cohort)

6.1 Students of Good Academic Standing may undertake, with the approval of the relevant Head of Discipline, up to two 2 clinical rotations (or part thereof) at an international or Non UQ affiliated location.

6.2 The minimum duration of a clinical placement at an international or Non UQ affiliated location is 4 weeks.

6.3 Applications must be made in accord with published procedures and timelines. Confirmation of allocation will follow a successful application.

7. Ochsner Cohort ONLY - Allocations outside Ochsner Clinical School

7.1 Students of Good Academic Standing may undertake, with the approval of the Clinical School Head, up to 2 Clinical Rotations (or part thereof) at a location(s) outside the Ochsner Clinical School.

7.1.1 The minimum duration of a clinical placement at an “outside location” is 4 weeks.

7.1.2 At least 1 Clinical Rotation must be completed at an approved location in Australia.

8. Special Consideration

Students will be afforded Special Consideration during the Phase 2 Allocation Process in the case of extenuating circumstances which have been deemed to be inclusive of Students with:

- a medical condition requiring specialised treatment available at a designated location;
- commitments as an elite athlete representing Australia at a state, national or international level (refer to PPL 3.50.07 Programs and Assessment for Elite Athletes);
- principal carer responsibilities for school aged children, disabled or infirm children or relative; and/or
• research higher degree commitments (not including Honours work).

BUT exclusive of:

• private accommodation and/or transportation arrangements;
• financial considerations (incl current employment and/or business arrangements);
• location of partner or family; and/or
• family celebrations and/or social events such as weddings, birthdays.