

# COURSE SYLLABUS



COURSE TITLE: MRAD 108 - Clinical Preparation 1  
CLASS SECTION: X01  
TERM: F2024  
COURSE CREDITS: 1.5  
DELIVERY METHOD(S): Synchronous

Camosun College campuses are located on the traditional territories of the Lək̓ʷəŋən and W̱SÁNEĆ peoples. We acknowledge their welcome and graciousness to the students who seek knowledge here.  
Learn more about Camosun's [Territorial Acknowledgement](#).

---

## INSTRUCTOR DETAILS

NAME: Meggan Pohanka  
EMAIL: pohankam@camosun.ca  
OFFICE: CHW 317  
HOURS: By appointment

*As your course instructor, I endeavour to provide an inclusive learning environment. However, if you experience barriers to learning in this course, do not hesitate to discuss them with me. Camosun College is committed to identifying and removing institutional and social barriers that prevent access and impede success.*

---

## CALENDAR DESCRIPTION

### Restricted to students in Medical Radiography

In this novice course, students examine their future role and responsibilities as novice student radiographers in the clinical learning environment. Students develop basic teamwork, communication, and critical thinking skills in preparation for a successful transition from simulation to clinical practice. Students apply knowledge from didactic courses to understand the scope of practice and professional expectations for a novice student radiographer in Clinical Practicum 1. Emphasis is on workplace standards, best practices, and safe practices in the medical imaging department.

PREREQUISITE(S): N/A  
CO-REQUISITE(S): All of: MRAD 117  
EQUIVALENCIES: N/A

---

## COURSE DELIVERY

ACTIVITY	HOURS / WEEK	# OF WEEKS	ACTIVITY HOURS
Lecture	2	14	
		<b>TOTAL HOURS</b>	<b>28</b>

## COURSE OBJECTIVES AND MAPPED PROFESSIONAL COMPETENCIES

---

Canadian Association of Medical Radiation Technologists Competency Profile, Radiological Technology (2019)

Upon successful completion of this course, the learner will be able to:

- A) Explain professionalism in conduct, teamwork and communication.
  - 1. Discuss standards of professionalism in healthcare (1.3.4)
  - 2. Discuss examples of professionalism specific to radiography students at practicum (1.3.4)
  - 3. Explain communications strategies and steps taken by healthcare workers to assure continuity of care and patient safety (2.2.3, 2.2.4, 3.1.5)
  - 4. Explain factors that relate to coordinating patient workflow with other departments (RTR.4.1)
  - 5. Explain steps taken by a radiographer in the case of a medical emergency (RTR.1.8)
- B) Apply critical thinking and problem solving as it relates to practicing student radiographers.
  - 6. Interpret clinical data on a request and the appropriateness of the request (4.2.2)
  - 7. Identify potential acuity of patients based on information normally available to radiographers (4.2.2, RTR.4.1)
  - 8. Describe the typical patient workflow in general radiography (RTR.4.1)
  - 9. Plan a radiography procedure that involves critical thinking and problem-solving (3.1.1, 3.1.5, RTR4.1)
- C) Discuss Canadian workplace standards, best practices, and safe practice behaviours for successful clinical practice within the medical imaging department.
  - 10. Define the types/levels of supervision in clinical practice. (1.1.1-1.1.3)
  - 11. Define the level of supervision in which Camosun Medical Radiography students can safely practice and why (1.1.1-1.1.3, 1.2.4, 1.3.1)
  - 12. Explain examples of student practice issues (5.4.1)
  - 13. Explain incident reporting in the workplace (5.4.1)
  - 14. Demonstrate how to comply with federal and provincial guidelines and CAMRT Best Practice Guidelines in the context of radiography (1.1.1-1.1.4, 1.3.1)
  - 15. Discuss accountability for decisions, actions and outcomes as they relate to the profession of radiography (1.3.4)
- D) Differentiate the roles of members of the radiology and of the healthcare team.
  - 16. Discuss the roles of members of the health care team (3.1.1)
  - 17. Discuss the roles of members of the medical imaging team (3.1.1)
  - 18. Identify modalities within a medical imaging department (3.1.1)
  - 19. Discuss the roles of the student radiographer (3.1.1)
- E) Explain student responsibilities and expectations surrounding assignments, clinical feedback and assessments to ensure success in Clinical Practicum 1.
  - 20. Explore various methods to reach personal, educational and professional goals (6.1.2, 6.2.2)
  - 21. Explain the purpose of the clinical education as it relates to radiography students (6.1.1)
  - 22. Describe the steps involved in the development of clinical education skills (1.3.4, 2.1.9, 6.2.2)
  - 23. Define, create, execute and reflect on SMART goals (2.1.9, 6.1.1, 6.1.2)
  - 24. Describe assessments used for Camosun Medical Radiography students to measure and document student performance during clinical practice (1.3.1)
  - 25. Give and receive specific, constructive feedback (2.1.9)

REQUIRED MATERIALS & RECOMMENDED PREPARATION / INFORMATION

Required textbook:

Arlene, A., Carlton, R. (2018) Introduction to Radiologic and Imaging Sciences and Patient Care. 7th Edition. Elsevier Health Sciences (US).

Other required readings and resources can be accessed via the D2L course page.

COURSE SCHEDULE, TOPICS, AND ASSOCIATED PREPARATION / ACTIVITY / EVALUATION

The following schedule and course components are subject to change with reasonable advance notice, as deemed appropriate by the instructor.

Week	Dates	Discussion during Class	Readings/Videos	Homework
1	Sept. 2-6	Labour Day stat on Monday – no class or homework due		
2	Sept. 9-13	<ul style="list-style-type: none"> <li>Course Introduction</li> <li>Learning at school vs. clinical practice</li> <li>Accessing Camosun Microsoft Office and student e-folder</li> </ul>	Ch. 3 Educational Survival Skills	<ul style="list-style-type: none"> <li>Create Provincial Learning Hub account</li> <li>Post about yourself in the discussion forum in D2L (details in the forum)</li> </ul> <p><b>Due Sept. 15</b></p>
3	Sept. 16-20	<ul style="list-style-type: none"> <li>SMART Goals and Professionalism</li> </ul>	PDF: <i>How the Application of Smart Goals can Contribute to Achievement of Student Learning Outcomes</i>  Video: <a href="#">Professionalism for students</a>	<ul style="list-style-type: none"> <li>Learning Hub Module: Island Health Student Practice Curriculum (course #15900)               <ul style="list-style-type: none"> <li>Our Respectful Workplace (#13404)</li> <li>Confidential Information Management (CIM) Code of Practice (#14697)</li> </ul> </li> <li>Assignment 1: Personal and Professional SMART Goals</li> </ul> <p><b>Due Sept. 22</b></p>
4	Sept. 23-27	<ul style="list-style-type: none"> <li>Healthcare and Imaging Teams</li> </ul>	Ch. 1 Introduction to Imaging and Radiologic Sciences  Article: <a href="#">Student radiographers' experience of the transition from classroom to their first clinical placement</a>	<ul style="list-style-type: none"> <li>Assignment 1: Personal and Professional SMART Goals</li> <li>Learning Hub Module: Island Health Student Practice Curriculum (course #15900)               <ul style="list-style-type: none"> <li>Welcome to Island Health (#15358)</li> <li>Living our Values (#15359)</li> <li>Introduction to Cultural Safety and Humility (#15360)</li> </ul> </li> </ul> <p><b>Due Sept. 29</b></p>

Week	Dates	Discussion during Class	Readings/Videos	Homework
5	Sept.30 – Oct. 4	<b>National Day for Truth and Reconciliation stat on Monday – no class</b>		<ul style="list-style-type: none"> <li>• Learning Hub Module: Island Health Student Practice Curriculum (course #15900) <ul style="list-style-type: none"> <li>○ Code Red – Island Health (#11484)</li> <li>○ Code Orange – Mass Casualty and Incident or Disaster (#15556)</li> </ul> </li> <li>• Learning Hub Module: SPECO Curriculum (course #8538) <ul style="list-style-type: none"> <li>○ Provincial Code Red – Fire Safety Training (Acute and Long Term Care Facilities) (#10853)</li> </ul> </li> </ul> <p><b>Due Oct. 6</b></p>
6	Oct. 7-11	<ul style="list-style-type: none"> <li>• Learning and Practice Guidelines at Clinical</li> </ul>	<p>Ch. 5 Introduction to Clinical Education</p> <p>Videos:</p> <ul style="list-style-type: none"> <li>• <a href="#">Competency-Based Education</a></li> <li>• <a href="#">Secrets of a 1<sup>st</sup> year radiology student</a></li> </ul> <p>Article: <a href="#">Self-Directed Learning in Allied Health</a></p> <p>PDF:</p> <ul style="list-style-type: none"> <li>• <i>Provincial Practice Education Guidelines (PEGs)</i> <ul style="list-style-type: none"> <li>○ <i>Supervision of Students</i></li> <li>○ <i>Student Practice Issues</i></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Learning Hub Module: SPECO Curriculum (course #8538) <ul style="list-style-type: none"> <li>○ Introduction to Student Practice (#8558)</li> </ul> </li> <li>• Learning Hub Module: Island Health Student Practice Curriculum (Course #15900) <ul style="list-style-type: none"> <li>○ MSIP Basic Awareness for Island Health (#11830)</li> </ul> </li> <li>• Code Silver – Active Attacker (#29687)</li> </ul> <p><b>Due Oct. 13</b></p>
7	Oct. 14-18	<b>Thanksgiving stat on Monday – no class</b>		<ul style="list-style-type: none"> <li>• Learning Hub Module: SPECO Curriculum (course #8538) <ul style="list-style-type: none"> <li>○ Infection Prevention and Control for Students (#24610)</li> <li>○ Waste Management Basics (#9114)</li> <li>○ Hazardous Drugs Safety for Students (#31208)</li> <li>○ WHMIS – Provincial Course (#6941)</li> </ul> </li> </ul> <p><b>Due Oct. 20</b></p>

Week	Dates	Discussion during Class	Readings/Videos	Homework
8	Oct. 21-25	<ul style="list-style-type: none"> <li>• CAMRT and Clinical Practice Resources</li> <li>• CAMRT presentation – Sarah Erdelyi, Provincial Manager, CAMRT-BC</li> </ul>	Websites: <a href="#">CAMRT</a> <a href="#">CAMRT Best Practice Guidelines</a> <a href="#">CAMRT Code of Ethics</a> <a href="#">CAMRT Awards Manual</a>  PDF: <a href="#">MRT Licensing Info</a>  PDF: <a href="#">PEG: Student Practice Activities, Limits, and Conditions</a>	<ul style="list-style-type: none"> <li>• Learning Hub Module: SPECO Curriculum (course #8538)               <ul style="list-style-type: none"> <li>○ Violence Prevention: Introduction to Violence Prevention (#7317)</li> <li>○ Violence Prevention: Recognize Risks and Behaviours (#7318)</li> <li>○ Violence Prevention: Assess and Plan Part 1 – Complete Point-of-Care Risk Assessments (#7321)</li> <li>○ Violence Prevention: Assess and Plan Part 2 – Develop Behavioural Care Plans (#7323)</li> </ul> </li> </ul> <p><b>Due Oct. 27</b></p>
9	Oct. 28 - Nov. 1	<ul style="list-style-type: none"> <li>• Patient Protocols and Workflow</li> </ul>	Outside resource slideshow (first 7 slides only): <a href="#">Workflow of a Radiology Department</a>	<ul style="list-style-type: none"> <li>• Learning Hub Module: SPECO Curriculum (course #8538)               <ul style="list-style-type: none"> <li>○ Violence Prevention: Respond to the Risk: Part 1 – Perform De-escalation Communication (#7324)</li> <li>○ Violence Prevention: Respond to the Risk: Part 2 – Perform De-escalation Strategies Report (#7327)</li> <li>○ Violence Prevention: Respond to the Risk: Part 3 – Determine When and How to Get Help (#7328)</li> <li>○ Violence Prevention: Report and Communicate Post-Incident (#7329)</li> </ul> </li> </ul> <p><b>Due Nov. 3</b></p>

Week	Dates	Discussion during Class	Readings/Videos	Homework
10	Nov. 6-12	<ul style="list-style-type: none"> <li>Critical Thinking and Problem Solving</li> </ul>	Ch. 4 Critical Thinking and Problem-Solving Strategies	<ul style="list-style-type: none"> <li>Upload these Records of Completion into your student e-folder: <ul style="list-style-type: none"> <li>SPECO Curriculum (course #8538)</li> <li>Island Health Student Practice Curriculum (course #15900)</li> <li>Code Silver – Active Attacker (course #29687)</li> </ul> </li> <li>Review, complete and upload your “SPECO checklist” (found in your student e-folder)</li> <li>Assignment 2: Critical Thinking Scenario and Procedure Plan (<i>you may request feedback about your plan before Nov. 8</i>)</li> </ul> <p><b>Due Nov. 17</b></p>
11	Nov. 11-15	<b>Remembrance Day stat on Monday – no class</b>		
12	Nov. 18-22	<ul style="list-style-type: none"> <li>Coordinating Patient Care</li> <li>Medical Emergencies</li> </ul>	Article: <a href="#">Care Coordination</a>  PDF: <i>Island Health Code Blue Processes</i>	<ul style="list-style-type: none"> <li>Assignment 3: Personal SMART Goal Reflection</li> </ul> <p><b>Due Nov. 24</b></p>
13	Nov. 25-29	<ul style="list-style-type: none"> <li>Groups share critical thinking scenarios</li> <li>Reflective Practice</li> </ul>	Radiography student article: <a href="#">Positive reflection - why it should be part of our toolkit as practitioners</a>  BPGs: <a href="#">Reflective Practice</a>  Article: <a href="#">Receiving and Giving Effective Feedback</a>	<ul style="list-style-type: none"> <li>Self Assessment for Contributions to the Group</li> </ul> <p><b>Due Dec. 1</b></p> <p>Review clinical books and have your questions ready – <i>make sure to bring the books back for next week’s class!</i></p>
14	Dec. 2-6	<ul style="list-style-type: none"> <li>Clinical Liaisons presentation to discuss MRAD 130 Clinical Practicum 1</li> </ul>	Camosun MRAD Program Portfolio of Clinical Experience and Competence - Novice  Camosun MRAD Program Student Clinical Pocketbook - Novice	
15	Dec. 9-13	<b>Exam Week – no final exam for MRAD 108</b>		

Students registered with the Centre for Accessible Learning (CAL) who complete quizzes, tests, and exams with academic accommodations have booking procedures and deadlines with CAL where advanced notice is required. Deadlines can be reviewed on the [CAL exams page. https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams](https://camosun.ca/services/academic-supports/accessible-learning/academic-accommodations-exams)

## EVALUATION OF LEARNING

---

DESCRIPTION		WEIGHTING
Assignment 1: Personal and Professional SMART Goals	Due end of Week 4	20
Assignment 2: Critical Thinking Scenario and Procedure Plan	Due end of Week 11	30
Assignment 3: Personal SMART Goal Reflection	Due end of Week 12	20
Learning Hub modules		10
Contributions to the Group <i>Instructor Assessment: 10%</i> <i>Self-Assessment (SA): 10%</i>	Due end of Week 13	20
<b>TOTAL</b>		<b>100%</b>

If you have a concern about a grade you have received for an evaluation, please come and see me as soon as possible. Refer to the [Grade Review and Appeals](https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf) policy for more information.  
<https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf>

## COURSE GUIDELINES & EXPECTATIONS

---

### Course Materials and Resources

All course lectures, activities and assignments can be accessed in D2L. Required readings are from the textbook or other sources. All sources outside of the textbook can be accessed via D2L in the appropriate weekly modules. You are strongly encouraged to review the resources before class each week. Print the course calendar and check in with it often to make sure you are on track. My office hours are flexible, please contact me if you would like to set up a meeting.

### Academic Integrity

The first assignment will be marked only once you have completed the D2L Academic Integrity course, and your digital badge is visible in your profile. You are expected to produce your own work, in your own words, upholding the academic and professional integrity expected of Camosun College students and medical radiography professionals. An incidence of academic misconduct will result in a score of zero for that assignment or test. Continued incidences of academic misconduct may result in escalated actions such as failing this course or removal from the MRAD program. Please see the Academic Integrity policy linked below for more detailed information.

### Assignments and Late Penalties

All assignments are meant to give you a holistic view of what it takes to be successful at clinical. Assignments must be submitted by dates shown on the course schedule (Sundays at midnight).

*Late Penalties – Learning Hub Modules*

Island Health requires completion of many Provincial Learning Hub modules as a pre-requisite for entering clinical practicum. Learning Hub modules often supplement course material for that week. Learning Hub modules will be marked as follows:

- 10 marks for completed and on time
- 5 marks for completed but late
- 0 marks not complete and the inability to enter Clinical Practicum 1

Delays in completing and submitting certificates of completion for Learning Hub modules, especially submissions past Week 12, could mean a delay in beginning Clinical Practicum 1.

#### *Late Penalties – Other Assignments*

Other assignments will still be accepted up to the next assignment's due date (please see course schedule for assignment due dates). There may be a penalty of 10% per day applied to assignment marks. I will notify you before this penalty is applied the first time. Thereafter, it will be applied automatically if homework continues to be handed in late. After the due date for the next assignment has passed, the previous assignment will no longer be accepted.

#### **Contributions to the Group**

How much you gain from this course, and how much your peers gain, will depend greatly on how you contribute to group discussions and activities.

This course heavily relies on the attendance, experience, thoughts, opinions, feedback and participation of everyone in the group. There are many activities and discussions throughout the course so that views may be shared. It is expected that you will contribute and engage meaningfully and respectfully to personal and group activities. At the end of term, the instructor's assessment out of 10 will make up half of your mark for contributions to the group. You will complete a self-assessment out 10 that will make up the other half. The rubric for this can be found in the assignment for this assessment.

#### **SCHOOL OR DEPARTMENTAL INFORMATION**

---

Health & Human Services Student Handbook: <http://camosun.ca/learn/school/health-human-services/student-info/index.html>

General Practicum Information: <http://camosun.ca/learn/school/health-human-services/student-info/practicum-info.html>

Allied Health & Technologies Department Handbooks:

- Certified Medical Laboratory Assistant: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/cmla.html>
- Diagnostic Medical Sonography: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/sono.html>
- Medical Radiography: <http://camosun.ca/learn/school/health-human-services/student-info/program-info/mrad.html>

Students enrolled in Allied Health & Technologies Programs must achieve a minimum of 65% or a "COM" in each of their courses in order to use their course as a pre-requisite and progress in their program.



Students enrolled in Allied Health & Technologies Programs must participate in learning activities that include intimate and direct personal contact with their classmates during supervised practice. Students are training to perform the duties of a healthcare professional. These duties usually require constant, close physical contact with patients and clients. Students may be required to simulate and perform these activities on one another during this course. Students may also be required to use special hygiene practices and protective gear to protect themselves from the transmission of communicable diseases (like COVID-19). Risks associated with learning and performing the physical duties of a healthcare profession cannot be entirely eliminated by any amount of caution or protection. Students who refuse or are incapable of participating and performing these activities due to personal or medical limitations may only continue to participate in their course work when supported by officially registered accommodations or temporary medical advisory.

---

## STUDENT RESPONSIBILITY

---

Enrolment at Camosun assumes that the student will become a responsible member of the College community. As such, each student will display a positive work ethic, assist in the preservation of College property, and assume responsibility for their education by researching academic requirements and policies; demonstrating courtesy and respect toward others; and respecting expectations concerning attendance, assignments, deadlines, and appointments.

---

## SUPPORTS AND SERVICES FOR STUDENTS

---

Camosun College offers a number of services to help you succeed in and out of the classroom. For a detailed overview of the supports and services visit [camosun.ca/services](https://camosun.ca/services).

Support Service	Website
Academic Advising	<a href="https://camosun.ca/services/academic-supports/academic-advising">camosun.ca/services/academic-supports/academic-advising</a>
Accessible Learning	<a href="https://camosun.ca/services/academic-supports/accessible-learning">camosun.ca/services/academic-supports/accessible-learning</a>
Counselling	<a href="https://camosun.ca/services/health-and-wellness/counselling-centre">camosun.ca/services/health-and-wellness/counselling-centre</a>
Career Services	<a href="https://camosun.ca/services/co-operative-education-and-career-services">camosun.ca/services/co-operative-education-and-career-services</a>
Financial Aid and Awards	<a href="https://camosun.ca/registration-records/financial-aid-awards">camosun.ca/registration-records/financial-aid-awards</a>
Help Centres (Math/English/Science)	<a href="https://camosun.ca/services/academic-supports/help-centres">camosun.ca/services/academic-supports/help-centres</a>
Indigenous Student Support	<a href="https://camosun.ca/programs-courses/iecc/indigenous-student-services">camosun.ca/programs-courses/iecc/indigenous-student-services</a>
International Student Support	<a href="https://camosun.ca/international">camosun.ca/international</a>
Learning Skills	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</a>
Library	<a href="https://camosun.ca/services/library">camosun.ca/services/library</a>
Office of Student Support	<a href="https://camosun.ca/services/office-student-support">camosun.ca/services/office-student-support</a>
Ombudsperson	<a href="https://camosun.ca/services/ombudsperson">camosun.ca/services/ombudsperson</a>
Registration	<a href="https://camosun.ca/registration-records/registration">camosun.ca/registration-records/registration</a>

---

Support Service	Website
Technology Support	<a href="https://camosun.ca/services/its">camosun.ca/services/its</a>
Writing Centre	<a href="https://camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills">camosun.ca/services/academic-supports/help-centres/writing-centre-learning-skills</a>

---

If you have a mental health concern, please contact Counselling to arrange an appointment as soon as possible. Counselling sessions are available at both campuses during business hours. If you need urgent support after-hours, please contact the Vancouver Island Crisis Line at 1-888-494-3888 or call 911.

---

## COLLEGE-WIDE POLICIES, PROCEDURES, REQUIREMENTS, AND STANDARDS

---

### Academic Integrity

Students are expected to comply with all College policy regarding academic integrity; which is about honest and ethical behaviour in your education journey. The following guide is designed to help you understand your responsibilities: <https://camosun.libguides.com/academicintegrity/welcome>

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.13.pdf> for Camosun's Academic Integrity policy and details for addressing and resolving matters of academic misconduct.

### Academic Accommodations for Students with Disabilities

The College is committed to providing appropriate and reasonable academic accommodations to students with disabilities (i.e. physical, depression, learning, etc.). If you have a disability, the [Centre for Accessible Learning](#) (CAL) can help you document your needs, and where disability-related barriers to access in your courses exist, create an accommodation plan. By making a plan through CAL, you can ensure you have the appropriate academic accommodations you need without disclosing your diagnosis or condition to course instructors. Please visit the CAL website for contacts and to learn how to get started:

<https://camosun.ca/services/academic-supports/accessible-learning>

### Academic Progress

Please visit <https://camosun.ca/sites/default/files/2023-02/e-1.1.pdf> for further details on how Camosun College monitors students' academic progress and what steps can be taken if a student is at risk of not meeting the College's academic progress standards.

### Course Withdrawals Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-2.2.pdf> for further details about course withdrawals. For deadline for fees, course drop dates, and tuition refund, please visit

<https://camosun.ca/registration-records/tuition-fees#deadlines>.

### Grading Policy

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.5.pdf> for further details about grading.

### Grade Review and Appeals

Please visit <https://camosun.ca/sites/default/files/2021-05/e-1.14.pdf> for policy relating to requests for review and appeal of grades.

### Medical / Compassionate Withdrawals

Students who are incapacitated and unable to complete or succeed in their studies by virtue of serious and demonstrated exceptional circumstances may be eligible for a medical/compassionate withdrawal. Please visit <https://camosun.ca/sites/default/files/2021-07/e-2.8.pdf> to learn more about the process involved in a medical/compassionate withdrawal.

### Sexual Violence and Misconduct

Camosun is committed to creating a campus culture of safety, respect, and consent. Camosun's Office of Student Support is responsible for offering support to students impacted by sexual violence. Regardless of when or where the sexual violence or misconduct occurred, students can access support at Camosun. The Office of Student Support will make sure students have a safe and private place to talk and will help them understand what supports are available and their options for next steps. The Office of Student Support respects a student's right to choose what is right for them. For more information see Camosun's Sexualized Violence and Misconduct Policy: <https://camosun.ca/sites/default/files/2021-05/e-2.9.pdf> and [camosun.ca/services/sexual-violence-support-and-education](https://camosun.ca/services/sexual-violence-support-and-education). To contact the Office of Student Support: [oss@camosun.ca](mailto:oss@camosun.ca) or by phone: 250-370-3046 or 250-370-3841

### Student Misconduct (Non-Academic)

Camosun College is committed to building the academic competency of all students, seeks to empower students to become agents of their own learning, and promotes academic belonging for everyone. Camosun also expects that all students to conduct themselves in a manner that contributes to a positive, supportive, and safe learning environment. Please review Camosun College's Student Misconduct Policy at <https://camosun.ca/sites/default/files/2021-05/e-2.5.pdf> to understand the College's expectations of academic integrity and student behavioural conduct.

### Looking for other policies?

The full suite of College policies and directives can be found here: <https://camosun.ca/about/camosun-college-policies-and-directives>

**Changes to this Syllabus:** Every effort has been made to ensure that information in this syllabus is accurate at the time of publication. The College reserves the right to change courses if it becomes necessary so that course content remains relevant. In such cases, the instructor will give the students clear and timely notice of the changes.