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PLEASE NOTE: This document should be read online via the SVS website to ensure you are reading the most current version.
Head of School Welcome

Welcome to the School of Veterinary Science at the University of Queensland!

Our learning facilities are outstanding and complement the highly skilled, enthusiastic teaching staff dedicated to providing you with the best in veterinary and science education.

To our students starting in the **Bachelor of Veterinary Science (Honours)** (BVSc (Hons)) program - congratulations on being accepted into this very demanding five-year program! You will develop a comprehensive understanding of the science behind veterinary practice. This knowledge will underpin the technical skills in medicine and surgery that you will need to practice as a veterinarian. An essential requirement of the BVSc program is that it prepares you for registration as a veterinary surgeon under the Queensland Veterinary Surgeons Act. You must learn all aspects of veterinary science and the skills required to diagnose and treat diseases in domestic, native and exotic animals. There is also a requirement to understand public health (including abattoir and biosecurity processes) and preventative medicine.

I would also like to welcome the **Bachelor of Veterinary Technology** students entering this year. As a veterinary technologist you will be an integral member of an animal health and management team, caring for and handling companion and production animals. You will gain skills in routine laboratory and clinical support procedures including; veterinary radiography, anaesthesia, surgery, pathology, clinical pathology, nutrition, veterinary therapeutics, professional communications and animal reproduction. You will also develop knowledge and skills in animal management, technology and welfare that can be used beyond the clinical setting, e.g. in the regulatory, industry, academic sectors. You also have the option to complete a dual qualification, the bachelor degree plus a **Certificate IV in Veterinary Nursing**. Veterinary Technology is an emerging profession in Australia and internationally and UQ is a leader in the field, providing the most specialised degree of its kind in Australia.

I am pleased to welcome students enrolled in the **Bachelor of Science (BSc) Animal and Veterinary Bioscience major**. This major combines fundamental biological disciplines with courses that examine animals from the molecular scale through to whole animal populations. This program will equip you for employment in animal industries or related areas, or for further research training in the animal and veterinary arena.

For all our students, I’m sure that whilst acquiring technical skills and vast amounts of new knowledge you will also develop important communication skills and the ability to work in a team environment. Apply yourselves conscientiously to your studies. I highly recommend that you become actively involved in the professional and social activities of the veterinary and university student body. It is the extra-curricular environment that creates the wonderful camaraderie within the School and you will make friends for life. I am sure you will enjoy the journey towards graduation and beyond.

Welcome to the veterinary community.

Best wishes

**Professor Nigel Perkins**

Head of School
Introduction

The School

The University of Queensland is internationally recognised, ranked in the top 50 universities in the world (rank 29, QS World University Rankings 2016), and our School offers an outstanding veterinary science program and contributes to veterinary technology and other science programs. Our graduates, as well as gaining employment in Australia, are now working in more than 50 countries worldwide. Many work at the highest levels in clinical practice, in veterinary education and government. One of our graduates has even gone on to win a Nobel Prize in Medicine or Physiology.

When you arrive at the University of Queensland, you will be studying in first-class facilities that were purpose built in 2010 and recognised as the best veterinary school facilities in the Southern Hemisphere. These facilities include a clinical skills centre where you will learn animal handling and surgery techniques as well as a Clinical Skills Hub where you can hone your technical skills using models and simulated environments. Our new veterinary hospitals include a Small Animal Hospital and an Equine Specialist Hospital on the Gatton campus, as well as a mixed practice hospital and clinic at the nearby rural township of Dayboro.

You will be taught by dedicated, highly regarded academic and clinical staff, including those who have been recognised through nationally accredited awards. We have a strong focus on animal handling and the development of those clinical skills you will need on your first day in practice as a veterinarian or veterinary technologist. You will be trained in medicine and surgery in commonly treated species, such as dogs, cats, cattle, sheep, pigs and horses, but also gain skills in medicine of wildlife and avian and exotic pets. We encourage international placements for both Australian and International students.

Our students come from a wide range of backgrounds but quickly form a cohesive, supportive group, sharing their journey through the veterinary programs together. You will join a cohort of students, getting to know your fellow students in classes and at social events organised by the Veterinary Students Association (UQVSA). You will be able to join our student-led Special Interest Groups to follow your own interests, including marine, wildlife, cattle, horses, one health (public health) and Vets Beyond Borders. You’ll make life-long friends and colleagues.

Research and course areas covered by the School includes:

- animal welfare behaviour, health, husbandry and production
- biological and veterinary biochemistry and cell biology
- veterinary anatomy, physiology and pharmacology
- veterinary pathology, immunology and infectious diseases
- genetics, animal breeding and animal nutrition
- tropical animal production systems
- poultry wine and aquaculture health, medicine and production
- reproduction in farm animals and horses
- food security and science
- dairy, beef cattle, pig, sheep and goat medicine and production
- wildlife health and management
- veterinary medicine and surgery, and
veterinary preventive medicine, biosecurity, veterinary public health and One Health.

We value feedback about our School curriculum and operations, and information is essential to processes of continual improvement, as well as for program accreditation. There are several mechanisms for providing feedback, including: within SECaT evaluations of course and teachers; to year academic mentors or UQVSA student representatives; via the anonymous dropbox located outside the anatomy laboratory; or via our online feedback portal.
Your Development as a Professional Veterinarian & Veterinary Technologist

What is a profession?

‘An occupation whose core element is work based upon the mastery of a complex body of knowledge and skills. It is a vocation in which knowledge of some department of science or learning or the practice of an art founded upon it is used in the service of others. Its members are governed by codes of ethics and profess a commitment to competence, integrity and morality, altruism, and the promotion of the public good within their domain. These commitments form the basis of a social contract between a profession and society, which in return grants the profession a monopoly over the use of its knowledge base, the right to considerable autonomy in practice and the privilege of self-regulation. Professions and their members are accountable to those served and to society.’ (Cruess et al. 2004)

In the UQ veterinary science and veterinary technology programs, we seek to provide the skills, knowledge and professional attributes necessary to take your place in the veterinary and veterinary technology professions. The development of the curriculum has been guided by a list of “Program Learning Outcomes”. These Learning Outcomes are associated with various National and International accreditation and academic standards. The courses you undertake in your program aim to help you build these attributes incrementally across the years of study, such that graduates are prepared for entering the veterinary profession through being practice-ready and complying with relevant registration requirements.

Students are being trained to enter the veterinary profession, and are held with high regard by the public. We expect students to be professional at all times, including their interactions with staff, other students and the public, as well as online. Students will be assessed throughout their training in terms of professionalism and non-technical skills. Students are also required to complete an online tutorial that describes their responsibilities and be familiar with the concepts within UQ’s Fitness to Practice Policy and how this links to their veterinary training.

Please see later notes on Student Conduct, and refer to the UQ Student Charter.
Professional Appearance

As part of overall professional behaviour, all students are expected to dress appropriately at all times with particular attention given to personal hygiene, cleanliness, and especially professional presentation. Students need to demonstrate that they have proper judgment about what attire to wear for a given educational activity. Clients should feel comfortable in a student’s presence. A student who makes a client, simulated client, visitor, a staff member or other students feel uncomfortable is not showing good judgment.

Dress standards are required, and enforced, for reasons of biosecurity, occupational health and safety, and to ensure students’ present a professional image to members of the public. The School requires the following standards of dress from its students;

- **General:** Closed in Footwear with low heels are to be worn at all times. Footwear that allows any part of your feet to be seen are not acceptable in practical classes. Students must wear a nametag and ensure that long hair is tied back.

- **Laboratory:** A clean front closing laboratory coat and enclosed footwear are mandatory for protection against potential splash with hazardous chemicals and biologicals and prevent injury from dropping surgical and other instruments.

- **Animal Handling and Large Animal practicals:** Protective clothing (overalls) should be neat and clean. Closed in footwear must be worn, long hair should be tied back and a nametag and hat are essential.

- **Clinical work:** When in a public environment while within the Hospital, students must present a professional image and behave appropriately. Neat, tidy and ironed clothing is required. Protective clothing (overalls or scrubs if required) must be clean for hygiene and appearance reasons. All protective layer of clothing (overalls, scrubs or clinical jackets) must be removed prior to leaving the hospital or the Clinical Studies Centre.

- **Site practices:** The Dayboro Veterinary Surgery and Gatton Veterinary Medical Centre operate clinical practices open to the public. Each practice may have specific policies and requirements on student dress and it is your responsibility to know and follow these.

_Please note the above are guidelines and not policies._

*Any student failing to comply with these guidelines may be requested to rectify their dress and/or leave the class. Students who are directed to leave may then be required to make up the time missed during classes at a future date.*

Student Charter

The Student Charter sets out a detailed list of expectations of both students and the University. The Policy and Procedure Library explains this.
Online Conduct

Online conduct relates to use of Social Media and details the expectations of students in the School of Veterinary Science. Please refer to the [SVS Guidelines for Online Conduct](#).

Accreditation and Professional Bodies

The University of Queensland’s BVSc (Hons) program conforms to various international and national accreditation standards. This ensures that veterinary students are eligible for registration on graduation. Professional registration and accreditation requires a wide range of ‘Day 1’ and other prescribed competencies to be developed across all of the various disciplines of veterinary science and applied to all of the common domestic species. Apart from being a registration requirement, it provides a complete training experience and maximises career flexibility. Students are expected to participate in learning activities across all fields of veterinary science. This includes practical activities such as visits to animal production facilities (including intensive facilities such as piggeries and feedlots), abattoirs, procedural training that involves the use of animals (including large animals) and exercises involving post-mortem materials. Students should familiarise themselves with practical teaching requirements of the program as detailed in this handbook and in respective course profiles. If students have ethical, OHS or other concerns regarding teaching activities, they should consult with their Year Coordinator in the first instance.

Your UQ BVSc (Hons) veterinary degree is equivalent to a DVM and has accreditation with:

- Australasian Veterinary Boards Council which allows UQ veterinary graduates to practice in all Australian states and in New Zealand;
- Royal College of Veterinary Surgeons, leading to registration of UQ veterinary graduates in United Kingdom, Singapore, Hong Kong and elsewhere; and
- American Veterinary Medicine Association (AVMA), making UQ veterinary graduates eligible to sit the North American Veterinary Licensing Examination (a pre-requisite for any veterinarian who seeks to practise in North America).

**American Veterinary Medical Association (AVMA)**

The AVMA Council on Education assures that minimum standards in veterinary medical education are met by all AVMA-accredited colleges, and that students receive an education which will prepare them for entry-level positions in the profession. UQ SVS is one of only a small number of Schools outside of North America that has AVMA accreditation. Apart from being a further quality assurance mechanism, this accreditation also allows graduates eligibility to sit the licensing examination to practice in North America.

There are 11 Standards, which must be addressed by the School for accreditation purposes. Standard 6 - Students’ requires that:

Each accredited college must provide a mechanism for students, anonymously if they wish, to offer suggestions, comments, and complaints regarding compliance of the college with the Standards of Accreditation. These materials shall be made available to the Council annually.
To assist the School in maintaining accreditation, students are encouraged to submit feedback to the AVMA Questionnaire Response box at Reception in Building 8114. Please take the time to read through the standards via the link above.

**Australian Veterinary Association (AVA)**

The Australian Veterinary Association is a professional organisation representing veterinarians across Australia. The AVA provides many programs, special interest groups (SIG’s) and supports new graduates into professional practice.

**Australasian Veterinary Boards Council Inc (AVBC)**

The AVBC provides a number of services, including mechanisms for accreditation of veterinary schools and courses in Australia, maintaining a uniform basis for recognition of qualifications for registration and to encourage standardisation of veterinary services to the community. The UQ BVSc program is accredited with AVBC’s Veterinary Schools Accreditation Advisory Committee (VSAAC), meaning that all graduates from our program are eligible for registration with the various Australian and New Zealand professional veterinary registration agencies.

**Royal College of Veterinary Surgeons (RCVS)**

The RCVS manages a range of standards with respect to veterinary science in the United Kingdom, including education and school accreditation standards and expected learning outcomes (Day 1 skills) required to practice in the UK and Europe. UQ’s BVSc is also accredited with RCVS, meaning that graduates are eligible for UK and European practice registration.

**Veterinary Nurses Council of Australia (VNCA)**

The Veterinary Nurses Council of Australia (VNCA) is a professional organization representing veterinary nurses across Australia. The VNCA has representation at state level and details regarding membership can be accessed via the VNCA website.
Information about your program

Admissions

Once you have been admitted into your Program, you will have access to Si-Net, the Universities Student Information Network. This is a major communication and records system for students and staff.

As a UQ student, you can use mySI-net to:

- Search for and enrol in UQ courses
- View your course profiles
- View your timetable
- Sign-on to some classes (such as tutorials)
- Pay your fees
- Apply for financial assistance
- View your results

Enrolling and Course Lists

Enrolments
For information on enrolment and class sign on, please refer to my.UQ website:

Course Lists
Program course lists outline the courses you are required to complete the program requirements. The BVSc(Hons) and BVetTech program course lists and official rules can be found on the Programs and Courses website.

BVSc(Hons): https://my.uq.edu.au/programs-courses/program.html?acad_prog=2378
BVetTech: https://my.uq.edu.au/programs-courses/program.html?acad_prog=2387

ECPs
Electronic Course Profiles, or ECPs, are a detailed guide to each individual course and can be accessed by clicking on the individual courses listed on the program course list. ECP's outline the requirements of a course and include important assessment information.

Managing your program
Current information on all aspects of managing your program, can be found on the my.UQ website:
https://my.uq.edu.au/information-and-services/manage-my-program

Credit Applications
If you have completed previous study, you may be eligible to receive credit for, or exemption from, certain courses in your program. Applications for course credit are to be submitted at the Student Centre. Do not
bring applications to the School. Application forms can be obtained from the Student Centre or from the UQ Website (see MyUQ). Failure to provide all documentation required to make an assessment may result in delays or request denial.

Study Requirements

Class Timetables
The University publishes the Class Timetable electronically on mySi-net. Minor changes to the timetable, particularly to lecture venues, are common in the first couple of weeks of semester. It is the student’s responsibility to regularly check mySi-Net, course Blackboard sites and emails from course coordinators for timetable changes in the first weeks of semester. The School will normally email a copy of the Semester timetable to student year representatives around the time of the commencement of each semester.

Printing Course Notes
The School of Veterinary Science does not provide hard copies of lecture/course and/or practical notes/guides for students if they are available to students via the course Blackboard site. This is in line with general UQ policy, and in response to increasing use of mobile electronic devices in class. If a student specifically requests a printed copy, they can be ordered and obtained from the UQ Gatton Printery for the Recommended Retail Price at the time. If lecture/course and/or practical notes/guides are not available on Blackboard or disability action plans require hard copies, then the School will provide these to students at no cost.

Computer requirements
A computer is essential for undertaking our programs and the School recommends that all students have their own laptops. Students will regularly need to access software such as Si-Net, Electronic Course Profiles, Blackboard, One45, InPlace and email in order to effectively communicate with UQ and SVS, for accessing learning resources and general academic processes. At the Gatton Campus, computer workshops and other tutorials will be delivered in large laboratories where the maximum learning benefit is derived if each student has their own laptop computer. Computers are available for student use in all UQ libraries.

For a comprehensive guide to computing at UQ, please visit the IT Help Page.

Attendance
Attendance is mandatory for many teaching activities (as indicated in individual course ECPs), and is strongly recommended in general. Flexible delivery approaches and provision of online and other resources (e.g. recorded lectures) means that physical presence at sessions is not always essential. However, students will gain the most benefit through attendance and direct interaction with staff and their peers due to the style of teaching and learning for veterinary focussed programs.

Some teaching activities occur off-campus, e.g. EMS and elective placements, visits to production facilities and abattoirs. Students are expected to attend such sessions, and will need to arrange travel and accommodation themselves to facilitate their attendance.

Student Communications
Email is the principle means of communication between staff and students. Staff will send emails to students’ Si-Net listed email address (i.e. uqconnect@uq.edu.au) and students need to use their formal UQ
email address (not private addresses) for communication with staff. Use of Blackboard announcements and email systems are also represent formal UQ staff-student communications. Students are expected to read and, where required, respond to emails from UQ staff. Formal email communications between staff and students will be stored in electronic media archive systems.

**Library**
The library has gathered some of the most useful resources for veterinary students into an online guide available at [http://guides.library.uq.edu.au/vet-science](http://guides.library.uq.edu.au/vet-science)

The library offers advice and training on the best sources of information for your studies. Help is available through group workshops, individual consultations or online training modules. Information literacy skills classes are held, enabling effective use of the library and assisting with referencing. In addition, library links and relevant resources created by the library are embedded in Blackboard for courses.

**Rules at UQ**
The General Award Rules, Enrolment and Academic Progression Rules and Admission Rules from 4 April, 2017 are now referenced in the Policy and Procedure Library (PPL), specifically:

3.40.04 Student Admissions and Enrolments

3.50 Student Progression and Graduation

**Program Rules**

*Also see PPL 3.40.10 Program Rules and Requirements*

Program Rules are rules that govern how students can progress through a Program. For example, they may cover progression, examination issues and how many units must be gained to be eligible for graduation. Each program at UQ will have its own set of specific rules. Program rules take precedence over General Award rules, where there is a difference.

Program Rules for SVS managed programs


Please also see UQ Policies and Rules.
**Plagiarism**

The School of Veterinary Science has a **zero tolerance** policy regarding plagiarism.

The University defines plagiarism:

*Plagiarism is the act of misrepresenting as one’s own original work the ideas, interpretations, words or creative works of another. These include published and unpublished documents, designs, music, sounds, images, photographs, computer codes and ideas gained through working in a group. These ideas, interpretations, words or works may be found in print and/or electronic media. It is the University’s task to encourage ethical scholarship and to inform students and staff about the institutional standards of academic behaviour expected of them in learning, teaching and research. Students have a responsibility to maintain the highest standards of academic integrity in their work. Students must not cheat in examinations or other forms of assessment and must ensure they do not plagiarise.*

**Responsibilities of Students in relation to Plagiarism**

Submit only work which is your own, or which properly acknowledges the ideas, interpretations, words or creative works of others.

- Avoid lending original work to others for any reason.
- Be clear about assessment conditions for assessment items.
- Be clear about what constitutes appropriate referencing and the consequences of inappropriate referencing.
- Discourage others from plagiarising by observing the practices above.
- In doubt, contact your Course Coordinator for guidance.

Examples of plagiarism where appropriate acknowledgement or referencing of the author, or source, does not occur are:

- Direct copying of paragraphs, sentences, a single sentence or significant parts of a sentence;
- Direct copying of paragraphs, sentences, a single sentence or significant parts of a sentence with an end reference but without quotation marks around the copied text;
- Copying ideas, concepts, research results, computer codes, statistical tables, designs, images, sounds or text or any combination of these;
- Paraphrasing, summarising or simply rearranging another person’s words or ideas without changing the basic structure and/or meaning of the text;
- Offering an idea or interpretation that is not one’s own without identifying whose idea or interpretation it is;
- A ‘cut and paste’ of statements from multiple sources;
- Presenting as independent, work done in collaboration with others;
- Copying or adapting another student’s original work into a submitted assessment item, including during practical and oral examinations.
Remark Policy
The Re-mark policy can be found in full in the Policy and Procedures Library at Policy 3.10.10.

Grades

Grading Systems
Specific requirements and mark cut-offs vary with each course. Please refer the ECPs for specific details regarding cut-offs, hurdles and assessment requirements.

BVSc Honours
The BVSc (Hons) is classified with the Australian Qualification Framework (AQF) as an AQF8 Hons program. This means that all students who complete the BVSc will be awarded a specific class of Honours degree. Please refer to the BVSc(Hons) program rules regarding the method of calculation: http://www.uq.edu.au/student/ProgramRules2018/2018-Bachelor-of-Veterinary-Science-Honours-2378.pdf

Failure of Courses
Students who obtain a failing grade for a course may repeat the course in the following year. Students will meet with the Academic Coordinator who will design a new progression pathway to ensure all courses are completed in a timely manner. With respect to the BVSc (Hons), it should be noted that, as per the Program Rules, students cannot progress to a subsequent year of the program until they have gained credit for all courses in the preceding year.

Any queries regarding the above should be directed to the Head of School or the Course Coordinator or the Chief Examiner of the School.

Scholarships and Prizes
The School awards a number of prizes, awards, scholarships and bursaries each year. The School manages some of these, while others are managed by the office of Undergraduate Scholarships and Prizes. For a complete list of all awards, scholarships and prizes students could be eligible for, please visit the website: https://scholarships.uq.edu.au/0
Extra-Mural Studies (EMS)

Conflict of Interest
Students are not permitted to undertake EMS/clinical elective placements where a significant relationship exists with a member of that practice who has potential influence over the student or their assessment, e.g. spouse, parent, partner. This is in line with UQ policy 1.50.11 on Conflict of Interest (https://ppl.app.uq.edu.au/content/1.50.11-conflict-interest).

Generally, SVS discourages students from undertaking placements where they have significant work relationships (i.e. current or recent employment, even on a part time basis) as this can potentially influence students’ experiences or assessment, may interfere with their work status or relationships, or limit the range of clinical experiences for the student.

Students must report potential Conflicts of Interest, whether personal or work-associated, when submitting placement requests to the EMS team.

Approval to conduct placements in work places will be considered on a case-by-case basis by consulting with the EMS Coordinator and/or Course Coordinator. The final decision will be based on: the degree and nature of relationship between student and placement provider; likely impacts on student activities and assessment; options for alternative placement venues (based on location, specialist nature of placement, etc.) Students must declare their Conflict of Interest and arrange to discuss approval to be placed where they work at the time that the placement request is lodged with the EMS team. The placement provider will be made aware of the Conflict of Interest and briefed on dealing with it by the EMS Coordinator and/or Course Coordinator.

BVSc Pre-Clinical Vacation Work
SVS EMS Coordinator: Professor Michael McGowan
Pre-Clinical Coordinator: Mr Rod Verrall vetprac@uq.edu.au
Placements Officer: vetprac@uq.edu.au

Pre-clinical vacation work is to be undertaken during Year 2 and 3 and is to be completed before Year 4 starts.

Students must successfully complete all first year BVSc courses and a designated Farm Safety training program before they can commence Pre-clinical EMS placements. It will be mandatory for the students to complete a 2 days of farm safety awareness training which includes practical sessions on all-terrain vehicle (ATV), also known as a quad bike. This will be done through The University of Queensland Gatton Vocational Education Centre (UQ-GVEC).

Objectives
Pre-clinical Extra Mural Study (EMS, or vacation practical work) aims to familiarise students with enterprise management and animal husbandry procedures across a range of commercial enterprises in which animals are kept for production or recreational purposes. It assists veterinary students to become competent and confident with a range of animal species, including farm animals, and provides them with opportunities to
develop insight into the operation and management of a range of animal enterprises, to complement their studies on Campus.

**Completing Pre-Clinical EMS for accreditation and to progress through the BVSc**
Veterinary graduates can only be registered to practise if the training program they have completed is accredited. The UQ veterinary program is accredited in Australia, New Zealand, the United Kingdom and North America. Accreditation in Australia, New Zealand and the United Kingdom requires that all veterinary students undertake vacation practical work placements on animal enterprises.

**Requirements**
Bachelor of Veterinary Science students are required to undertake a minimum of 50 days of preclinical EMS. The work must be undertaken after official confirmation of passing all Year 1 BVSc (Hons) courses, and be completed by the end of second semester of Year 3 BVSc/BVSc (Hons) as part of the requirements for VETS3024 Veterinary and Animal Enterprise Business Fundamentals.

*Practical work completed outside of these designated intervals, unless approved in advance by the University, will not be recognised toward your pre-clinical EMS, nor will it be covered by UQ insurance protections. Please note no placements will be approved throughout the formal teaching periods, placements can only be scheduled for vacation periods.*

The 50 days (10 weeks) of pre-clinical EMS must consist of:

- **Extensive**
  - Three weeks, which must incorporate both beef and sheep

- **Intensive**
  - Three weeks, which must incorporate horses and dairy; may also include a week of poultry, pigs or goats

- **Other**
  - Four weeks other (any extensive or intensive species listed above or other enterprises such as deer, fish, wildlife etc.)
Please note:
- One week constitutes 5 working days, with a minimum commitment of 8 hours per day.
- Minimum placement time is 5 successive days on a property that is approved.

Students are required to use their own initiative in contacting properties and arranging periods of practical work. Students progressing into Year 2 of the BVSc/BVSc (Hons) program will be provided with a link and access details to the One 45 (placement schedule and assessment software) and Vet Prac Blackboard sites for managing placement schedules. Further advice on how to use One45 will be provided at the same time.

Students who receive a failing grade for one or more of the End of Semester species practical handling examinations in VETS1025 AND who are eligible for supplementary assessment under the BVSc/BVSc (Hons) Program Rules will be given the opportunity to undertake supplementary assessment. The supplementary assessment will be in the form of additional Pre-Clinical EMS. Refer to the VETS1025 ECP for further details.

Formal assessment of pre-clinical EMS is part of the course assessment requirements for VETS3022. The One4 online platform is also used for this assessment. Your EMS providers will return an assessment form via One 45. An unsatisfactory grade for any assessment category will trigger a feedback meeting with the pre-clinical EMS coordinator. Depending on the outcomes of this feedback meeting, you may be required to repeat the placement, or undertake additional training at the coordinator’s discretion.

All necessary Pre-Clinical EMS information (including for Occupational Health and Safety and Hendra Virus) and forms are available via One 45 and the Vet Prac Blackboard site. It is imperative that forms be familiarized and completed by the due dates to allow proper administration and insurance cover to be applied. It is the student’s responsibility to return the forms on time (preferably electronically).

**Deadline for Forms submission**

**Pre-Clinical Registration Form**
3 weeks prior to commencing placement. Submit via BVSc Pre-Clinical External placements Blackboard site, along with confirmation from the placement provider to attend the property in the form of an email or phone confirmation date

**Assessment Form**
This form will be distributed electronically to placement providers via One 45 or mail. The student has no responsibility to chase the return of this document.

**Application for Exemption**
At commencement of pre-clinical EMS studies. Submit via BVSc Pre-Clinical External placements Blackboard site with supporting documents.
Si-net Information
Please update your personal information with next of kin details and your current mobile phone number.

Property Specifications (Minimum requirements)
For a property to be suitable, it must satisfy these minimum number requirements:

- **Beef Cattle**: 100 breeders
- **Dairies**: 80 milkers
- **Sheep**: 500 ewes / wethers
- **Piggeries**: 100 sows
- **Goats**: 80 does
- **Poultry**: 5,000 layers or 20,000 broilers
- **Horse Studs**: 25 mares

For other enterprises (e.g. aquaculture establishments, exotic species production units), contact the Pre-Clinical Coordinator for determining acceptability. These limits have been set to ensure that a property is of adequate commercial size and can in fact deliver the learning objectives of the milestone.

A suggested list of primary producers is listed on the Vet Prac Blackboard site. If other properties fill the minimum requirements, these too may be considered. Please confirm this with coordinator vetprac@uq.edu.au

Exemption from Pre-Clinical EMS
Students with an extensive practical experience on livestock enterprises may apply for partial exemptions by submitting an Application for Pre-Clinical Vacation Work Exemption to the Placement Officer for approval by the Pre-Clinical Coordinator. This form is available on Blackboard – Veterinary Practical Work/Practical Placements/Pre-Clinical (2nd & 3rd Years). All supporting information must be included with the application.

Assessment
Formal assessment of pre-clinical EMS is part of the course assessment requirements for VETS3024. The One45 online platform is also used for this assessment. Your EMS providers will return a grid style assessment form via One45 on how you have performed on each placement. An unsatisfactory grade will trigger a feedback meeting with the pre-clinical EMS coordinator. Depending on the outcomes of this feedback meeting, you may be required to repeat the placement, complete an alternate training program or undertake additional training at the coordinator’s discretion. Refer to the assessment section of the VETS3024 ECP for further details.
The EMS Team organises placement for students based on submitted preference forms. Except for international and Zoo placements, students are not to contact placement providers.

Students must complete an EMS Drivers Licence before any placement are approved. This is to give guidance to behaviour while on placement. It is managed by the RCVS.

All Clinical EMS is incorporated into 5th year courses. Placements are requested via preference forms and each student will have an individual schedule developed, available for viewing on One45. There are no set groups within the 5th year rotations.

Clinical placements at external clinics is a requirement for licensure of your degree. The requirements for EMS placements are:

- 2 weeks general small animal practice - Small animal practice is comprised of 100% small companion animals (dog/cat/pocket pets).
- 2 weeks mixed animal practice - Mixed practice comprises a mixture of all species (small/ equine/ large).
- 6 weeks of ‘Other’ - The six weeks of other are left for the student to select practices that cover areas that they are interested in (equine/ exotic/ small/ large/zoo).

Informal absences from 5th year BVSc rotations

In recognition of the need for students to occasionally attend to personal matters that might not otherwise qualify for formal excused absences from a rotation, attendance policy for clinical rotations during the 5th year of the BVSc will have flexibility to approve leave of half or one full day at the discretion of the course/subject coordinator with no negative impact on performance evaluation. Each request for non-sick leave will be evaluated on its individual merits and must be submitted well in advance.
BVetTech Extra-Mural Studies (EMS)

SVS EMS Coordinator: Professor Michael McGowan
Academic Program Coordinator: Rebekah Scotney
Placements Officer: vetprac@uq.edu.au

2nd year BVetTech EMS/Vacation Practical Work

Students must successfully complete VETS1005 before they can commence Pre-clinical EMS placements. It will be mandatory for any students who intend on completing a portion of their EMS on a farm to complete a 2 day designated Farm Safety training program which includes practical sessions on all-terrain vehicle (ATV), also known as a quad bike. This will be done through The University of Queensland Gatton Vocational Education Centre (UQ-GVEC).

Students must complete the VN Online Placements Tool before any placement are approved. This is to give guidance to behaviour while on placement. It is managed by the RCVS.

Objectives

Extra Mural Study (EMS, or vacation practical work) aims to familiarise students with enterprise management and animal husbandry procedures across a range of commercial enterprises in which animals are kept for production, recreational purposes, education, research and, in a veterinary clinical environment. It assists veterinary technology students to become competent and confident with a range of animal species, including farm animals, and provides them with opportunities to develop insight into the operation and management of a range of animal enterprises, to complement their studies on Campus.

Requirements

Bachelor of Veterinary Technology students are required to undertake a minimum of 30 days of EMS/Vacation Practical Work. The work must be undertaken after official confirmation of completing VETS1005, and be completed by the 31st Dec of Year 2 BVetTech as part of the requirements for enrolling in VETS3044.

Practical work completed outside of these designated intervals, unless approved in advance by the University, will not be recognised toward your EMS, nor will it be covered by UQ insurance. Please note no placements will be approved throughout the formal teaching periods, placements can only be scheduled for vacation periods.

The 30 days (6 weeks) of EMS must consist of;

- at least 10 days in a veterinary clinic
- the remaining 20 days can be completed in a second clinic or another approved enterprise (e.g. extensive or intensive farm, native wildlife park, biomedical research facility etc.)

Please note:

- One week constitutes 5 working days, with a minimum commitment of 8 hours per day.
- Minimum placement time is 10 successive working days at an approved facility/property/enterprise
- Each block will require a separate original assignment and supervisors report (see section on assessment)
Students are required to use their own initiative in contacting potential providers and arranging periods of practical work. Students will be provided with access to the BVetTech second year EMS Blackboard site for managing your placement applications, approvals and assessment upon completion of VETS1005.

Your EMS providers will be required to complete and return an assessment form. Any unsatisfactory grade for any assessment category will trigger a feedback meeting with the BVetTech Academic Program Coordinator.

Depending on the outcomes of this feedback meeting, you may be required to repeat the placement, or undertake additional training at the coordinator’s discretion.

All necessary EMS forms are available the BVetTech second year EMS Blackboard site. It is imperative that forms be completed by the due dates to allow proper administration and insurance cover to be applied. It is the student’s responsibility to return the forms on time (preferably electronically).

**Deadline for Forms submission**

**EMS Registration Form**

A minimum of 3 weeks prior to commencing placement. Submit via BVetTech second year EMS Blackboard site, along with confirmation from the placement provider to attend the placement in the form of an email or phone confirmation date.

**Exemption from Pre-Clinical EMS**

Students with an extensive practical experience on livestock enterprises, other animal related enterprise or in a veterinary clinic may apply for partial exemptions by submitting a Credit application to the BVetTech second year EMS blackboard site for approval by the Academic Program Coordinator. All supporting information must be included with the application.

**SI-net Information**

Please update your personal information with next of kin details and your current mobile phone number.

Concerns regarding EMS placements should be directed to vetprac@uq.edu.au

**3rd year BVetTech Placement and Clinical Rotations**

**Placement**

The 7 Week Placement forms part of VETS3044 and are completed at approved external clinics (or other enterprise negotiated with the Course Coordinator). Placements are requested via preference forms and each student will have an individual schedule developed, available for viewing on One45.

*The EMS Team and the Veterinary Technology Educator organises placement for students based on submitted preference forms. Except for international and Zoo placements, students are not to contact placement providers.*
Clinical Rotations

The Clinical Rotations form part of VETS3043 and are completed mostly within SVS Clinics and Hospitals, with some external providers.

Rotations will be organised by both the Course Coordinator and the Veterinary Technology Educator.

Rotations and placements stretch across 24 weeks and include holiday periods and Self-Directed Learning (SDL) periods. Further information will be provided during Year 2.

Informal absences from 3rd year BVetTech rotations
In recognition of the need for students to occasionally attend to personal matters that might not otherwise qualify for formal excused absences from a rotation, attendance policy for placement/clinical rotations during the 3rd year of the BVetTech will have flexibility to approve leave of half or one full day at the discretion of the course coordinator with no negative impact on performance evaluation. Each request for non-sick leave will be evaluated on its individual merits and must be submitted well in advance.

One45 Placement and Assessment Management Software
The clinical training software program, One45, is used by the School to manage EMS administration and assessment for years 2, 3 and 5 of the BVSc/BVSc (Hon) program and Year 3 of the Veterinary Technology program. Students will have direct access to the system, which will be available to students when the Semester commences. One45 is used to schedule placements, complete skills lists and case logs, and provide performance assessment by staff and for some course evaluations.

Student Conduct on EMS Placements
Students are required to interact positively and professionally with owners/managers in the course of daily duties. The extent of the benefit from this practical work will depend largely on the student’s success in gaining the cooperation and goodwill of the owner/manager of the property. Remember, you are developing your professional skills and are an ambassador for the University, so it is important that you conduct yourself in accordance with the Student Charter. EMS providers are to be considered members of the University Community.

Occupational Health and Safety and Students’ responsibilities and duty of care while on placements:
Students should be aware at all times of their obligations under workplace health and safety. The Workplace Health and Safety Act 2011 places an obligation on employers to ensure workplace health and safety to employees, visitors and others at a workplace. Students should become familiar with The University of Queensland policies relating to the workplace health and safety. Students must follow safe work procedures established by the University, School or Section; and follow the directions of the Placement supervisor.

- Specific needs for medication, mobility, allergens or special consideration must be notified to the course coordinator at the beginning of the semester.
- It is recommended that any pre-existing medical conditions be reported discreetly to the person in charge of the placement organisation or the course supervisor prior to placement
- Always be safety conscious and wear protective clothing and footwear as appropriate for the activity or as instructed by the property manager or person in charge of the placement organisation.
- A hat, broad brim preferably, long sleeve shirts, sun screen and sun glasses (preferably impact rated) are essential protection from sun exposure during outdoor work activities.
• Make sure you have sufficient drinking water with you for each day’s activities. A 600 ml water bottle is not sufficient. A 4 litre water cooler would be preferable.

• Use safety and emergency equipment, including PPE, provided in the workplace or as directed by the person in charge of the organisation. Make sure you know how to use the safety equipment.

• Students must ask for clarification if they feel uncomfortable or unsure of anything while involved in tasks as part of the course requirement, particularly if they feel additional information, training or assistance be required before attempting the task. Handling and procedural training in both small and large animals is a requirement of successful completion of the veterinary program, and while these activities carry some risks, these will be minimised as far as reasonably practicable under the duty of care of the placement organisation. At no stage should students participate in an activity, which places themselves, or others, in danger as a consequence of participating in the activity.

• Operation of farm machineries and other equipment (including but not limited to quad bikes and tractors) require competency training and therefore operation of such vehicles and equipment as well as handling of hazardous farm chemicals are to be done so by the competent licensed persons. Only qualified persons should operate machinery and equipment. Students are not authorised to operate vehicles, machineries which require licensing or handle farm chemicals or from travelling in the trays of utilities, foot plates of tractors or on implements or trailers. See training on quad bikes (ATV), below.

• During the 1st year of the programme, it will be mandatory for the students to complete 2 days of farm safety awareness training which includes practical training sessions on all-terrain vehicle (ATV), also known as a quad bike. This will be done through The University of Queensland Gatton Vocational Education Centre (UQ-GVEC).

• For students who are going over-seas as part of their placement, it is important to consult the UQ Travel Policy and to check DFAT warnings, if any, for the country you are planning to go to before applying for Placement with the School administration.

• Once approved by the School, students must make a time to see their GP or the Travel Doctor who should be able to provide the best possible advice with regards to appropriate vaccinations.

• Any incidence, illness or injuries sustained while on placements must be reported to both the placement organisation as well as to the UQ Vet School on +61 7 5460 1834, which will then be referred to the Workplace Occupational Health & Safety Co-ordinator.

**Biosecurity**

When attending placements students must ensure that their personal clothing, protective clothing and footwear are clean. Students must also ensure that any contaminated clothing or footwear is either removed and replaced by the cleaned set or thoroughly cleaned before they visit any other farm or animal facility. Students must also ensure that sufficient set of overalls are taken with them. Relevant information on this section is included in the EMS Driving Licence [www.ems.vet.ed.ac.uk/animalmh/](http://www.ems.vet.ed.ac.uk/animalmh/) which is compulsory to complete prior to commencement of pre-clinical EMS.

Prior to your departure for commencement of pre-clinical EMS, all students should have received, as part of VETS1018 Biosecurity lectures on how to avoid potential penetrative transmission zoonosis, demonstration on Personal Protective Equipment, hygiene and decontamination procedures, vaccination requirements, information on governing bodies that manage Biosecurity as well as your own duty of care as future veterinarians.
Additional information on Hendra Virus is also included on your blackboard information.

Confidentiality
In order to optimize learning outcomes, veterinary students may be given access to a great deal of private/privileged information about the practice and facilities they attend. This could include client and business information and procedures, personnel and financial management policies, practice development plans and so on. All information gained during your attendance at the practice is strictly confidential. It must not be discussed with fellow students, friends, family or anyone else. To do so would be un-professional and a breach of trust. The School would view any breach of confidentiality by a student as academic general misconduct. Please refer to the University Policy on Student Integrity and Misconduct.

Insurance protections on EMS placement
*Please note: students may not be covered under UQ Student Insurance for incidents which occurred as a result of a pre-existing medical condition.* For detailed information on Insurance, please consult this page [University Insurance](mailto:insurance@uq.edu.au) or contact insurance@uq.edu.au; 3365 3075 (ext. 53075).

Student Personal Effects
It is the responsibility of students to take out insurance cover on personal property and belongings whilst on practical placement.

Personal Protective Equipment (PPE)
While off-campus placements providers will provide you with appropriate and varying level of PPE such as disposable gloves as per the Work Health and Safety Act 2011 (the Act), additional protection may be required. It is advisable to obtain a kit (at a fee of $5.00) from School of Veterinary Science Store, floor 0.

To purchase and collect your kit/s:

- Take an Income Deposit Form (available on Blackboard – Veterinary Practical Work/Practical Placements/ALL STUDENTS) to UQ Gatton Post Office with your payment of cash/cheque/money order or EFTPOS
- You will be issued a receipt, which is to be taken to the Vet School Store where you can collect your kit between 1pm and 4pm Monday to Friday. The Vet School Store is located on the ground level of the Vet Science building 8114 – access via outside loading dock at the end of the building. Knock on the door to alert the stores person you are there.

*Please note:* Payments cannot be made directly to the Vet School Store or Office as they are not registered cashier points.

For on campus rotations, PPE (including clinical coats and jackets) must be removed prior to leaving the facilities.

Vaccination Requirements for Placements
As part of occupational related immunisation, all students enrolled in the BVSc, BVSc (Hons), BAppSc (Vet Tech) and BVetTech programs are expected to be immunologically protected against infection with Q-Fever. This is a requirement for participation in a number of practical activities.
Tetanus vaccination is another occupational related vaccine requirement. It is prudent to have your status updated. If unsure, contact your GP or UQ Health Service on either of the campuses (St Lucia or Gatton contact number: 5460 1396).

Bats (micro or flying foxes) - Students undertaking practical work at veterinary clinics and other locations that handle bats as part of the service will not permit UQ students to participate in this activity as part of their duty of care.

Students who wish to specialise in bats and related species will need to organise this outside their UQ program.

Students must be vaccinated against Rabies before undertaking any placement in countries where Rabies is present. Organisations will not permit students to participate in their activities without appropriate vaccinations or training. Therefore prior to commencement of your pre-clinical or clinical placements, students must:

- Contact the placement provider and ask for any other vaccination or training requirements that might be required, as these may differ from clinic to clinic and you may not be accepted upon arrival without appropriate vaccinations. The placement providers will be able to offer the best advice. All students intending to travel overseas to complete a placement need to be aware of required immunisations, which may include typhoid, cholera, malaria and rabies. Remember that certain vaccinations can take several weeks before full immunity can take place.
- Students are strongly advised to visit the Travel Doctor Clinic to discuss appropriate immunisations and travel advice for specific countries.
- All students should be up-to-date for tetanus immunisation.
- Please inform your health provider of any pre-existing medical condition or pregnancy.

EMERGENCIES

If you require assistance anywhere in the world, contact the local telephone operator and ask for a reverse charge call to Chubb Assistance + 61 2 8907 5995 reverse charges and quote policy number 01PP529201.

Chubb Assistance service includes:

- Evacuation or repatriation if necessary
- Assistance in replacing a lost or stolen passport
- Legal assistance
- Assistance in tracing delayed or lost luggage
- Verification of medical insurance to medical providers
- Guaranteed payment of medical service providers
- Emergency medical advice 24 hours per day
- Assistance in arranging medical appointments and hospital admission
- Advice and information on the location of physicians, hospitals, and dentists worldwide
- Delivery of essential medicine where necessary (to Insured’s cost).
Policy and Guidelines on Ethical Concerns with Use of Animals in Teaching

Introduction to the policy
Veterinary medicine/technology is more than just a scientific training. Students have to learn about many other issues, such as the ethical management of animals, animal welfare, client management and animal law. Nevertheless, the bulk of the curriculum involves learning how to provide animal care. As animal welfare concerns become more evident worldwide, students increasingly question the ethics of what they are taught, including the techniques used to inform them about treatment methods.

Conscientious objection is defined as a deep inward conviction of moral injustice. It can only be held after a period of serious reflection and is usually resistant to any consideration of the advantage or disadvantage that the conviction may bring to the student in pursuit of their course of study.

There are a number of ethical reasons why students will be concerned about their involvement in specific parts of the BVSc and BAppSc (Vet Tech)/BVetTech or BSc (AVB) curricula.

**Religious reasons:** Students of specific faiths may not want to dissect animals e.g., pigs and cattle.

**Belief in the sanctity of life:** Some students may believe that animals should not be killed solely for the purpose of enhancing their training. Others may be concerned that incorrect attitudes to the killing could be fostered in the use of animals during their training. Vegetarian or vegan students may wish to avoid learning about practicing veterinary medicine on food producing animals.

**Environmental reasons:** students may not wish some species to be removed from their native habitat for teaching purposes.

Progressive, contemporary universities such as the University of Queensland welcome and foster free thought in their students. Objecting to specific practices on ethical or other grounds should not be used to stigmatise or otherwise disadvantage any student. However, students must reach the prescribed standards set by the relevant veterinary colleges to which they will be registered as Members at the end of their course - the Australian Veterinary Boards’ Council, the Royal College of Veterinary Surgeons, and the American Veterinary Medical Association. Failure to reach these standards will jeopardize their registration. These Veterinary Boards require that the University demonstrates that all veterinary graduates are competent in all areas of veterinary science – including medical and surgical procedures, livestock medicine and production, and abattoir management and hygiene. Furthermore, alternatives cannot be provided where they diminish the Program's academic rigour and student experience, if they break laws or codes of practice, if they are too costly or impractical, result in iniquitous workloads or assessment outcomes compared to other students, or there is insufficient time to implement them.
Decisions on whether or not alternatives can be provided as well as the form of alternatives offered for various components of learning need to weigh up all of these factors. The School of Veterinary Science has devised these guidelines for consideration of the provision of alternatives where ethical concerns are identified.

**Procedures and Responsibilities**

1. Students who have ethical concerns with the use of animals in teaching that are likely to impact upon their participation in the veterinary program need to register as a Conscientious Objector with the Associate Dean (Academic) to consider and possibly approve variations to assessment.

2. Academics will advise students in writing of course requirements that involve the use of animals or animal tissues in teaching. Students should familiarise themselves with forthcoming learning activities by looking at published electronic course profiles, practical manuals and the Veterinary Science Handbook. It is the responsibility of academic staff members to make such information accessible in a timely fashion. In some situations, students may require more detailed information than is available from these sources—in this case, it is the responsibility of the course coordinator to provide this information for the most recent offering of that course. Students should consider whether entry into and/or progression through the BVSc/BAppSc (Vet Tech)/BVetTech or BSc (AVB) program is consistent with their conscientiously held beliefs.

3. Students who identify ethical objections to the requirements described for a course need to bring their objections to the attention of the Course Coordinator at least eight weeks prior to the relevant teaching activity.

4. All discussions will take place in a mutually respectful manner, balancing the requirements for academic rigour and practical feasibility with appreciation of the student’s sincerely held beliefs.

5. Students who then wish to formally request alternative teaching/learning activities are required to submit a written description of their objection to the Course Coordinator. This request should describe the student’s ethical conviction, how this is compromised by the prescribed teaching activity, and discussions to date with staff on how the issue has been dealt with.

6. The possibility of providing alternative teaching activities will be decided by the Director of Teaching and Learning or the Head of School in consultation with the Course Coordinator, other relevant staff, and the student(s).

7. Alternative teaching and learning activities must:
   a. Allow students to fulfil course requirements.
   b. Allow students to fulfil professional accreditation requirements. Students will be advised as to any potential repercussions to their suitability for registration in undertaking alternative activities.
   c. Demonstrably fulfil minimal competency expectations of either the Australian Veterinary Boards’ Council (e.g. “New Graduate Competencies”) beyond accreditation requirements or the Certificate IV in Veterinary Nursing competencies for the BVSc and BAppSc (Vet Tech)/BVetTech programs, respectively. Expectation requirements will be determined by Course Coordinators.
   d. Be able to be implemented such that they are not prohibitively resource dependent or logistically unfeasible.
   e. Be assessed in a manner that is equitable with the originally prescribed assessment undertaken by the peer group of the student(s) concerned.
f. Be described, along with the respective assessment plan, in a written document that is submitted for consideration to the Director of Teaching and Learning.

8. Course coordinators can approve variations to teaching activities, but any variations to summative assessment tasks must be approved by the Associate Dean (Academic) or the Academic Registrar – this is consistent with the University’s policies for special arrangements for assessment in other situations (e.g. disability).

9. In the event that an alternative teaching activity cannot be designed to satisfy the above requirements, students will be required to participate in the original activity.

10. An appeal procedure will be available to students who have registered an ethical concern and are not satisfied with alternatives offered. The appeal process will be managed by the UQ Academic Registrar using the UQ student grievance resolution procedures (https://my.uq.edu.au/information-and-services/manage-my-program/complaints-and-academic-appeals/grievance-resolution-process).

11. Students are encouraged to seek support from year mentors, student representatives and/or student counselling services in dealing with their concerns.

12. Records of meetings, agreed plans, correspondence and other dealings associated with ethical objection considerations will be retained in School archives.

Opportunities for further study
The School also offers other programs explained in detail below. Where a project or research is involved, it is desirable that this be closely related to current research work within the School. Interested students should consult the appropriate staff member in the first instance. Further information on these programs and more are available from the UQ Graduate School, and What you can Study.

B Vet Tech (Honours)
A one year study program comprising a 4 unit Research project and a 10 unit Practicum. Contact the BVetTech (Honours) coordinator for further details.

Postgraduate Honours
Postgraduate Honours and BSc (Hons) offers a one-year research training program for

1. Queensland graduates in Veterinary Science, who either failed to obtain a sufficient class of Honours in their undergraduate studies, or would like to undertake further training in research, or

2. Other graduates, usually with a Science or Applied Science degree and who would like to develop their research skills within the School of Veterinary Science.

The program is tailored to suit each candidate’s interests and usually involves a substantial research project of 12 units and two other special topics developed by the student and their advisors (2 x 2 unit courses). These frequently consist of, but are not restricted to, a literature review and a research training course. However, other options include part course work, part assignment, part applied and/or clinical work in conjunction with the research project. The School’s Postgraduate Honours Coordinator can provide further details.
Master of Philosophy (MPhil)

Normally one to two years of full-time study and supervised research training, the MPhil is primarily a research degree with some course work added as appropriate. Queensland graduates in Veterinary Science are generally exempt from having to take a Master’s qualifying examination.

Master of Veterinary Science (MVSc)

This 18 month coursework program provides advanced training in veterinary diagnostic pathology. Through both core and elective courses that extend beyond the classroom to engage in case work and practical activities, graduates will gain knowledge and skills to practise diagnostic pathology at a high level (although please note this does not provide specialist registration eligibility – see DVClinSc).

Doctor of Philosophy (PhD)

Candidates with Honours I and IIA or MVSc may directly enter PhD training. Where candidates have not met direct entry requirements they may enrol in a MPhil and convert to a PhD after a period, subject to certain conditions. A PhD is primarily research training appropriate to investigations in any area of Veterinary Science where the School holds expertise.

Doctor of Veterinary Clinical Science (DVClinSc)

This unique program combines advanced clinical training with research training to equip graduates with the necessary knowledge and skills to apply for specialist veterinary registration. Over the course of 3.5 years, candidates undertake case based and practical training under the supervision of registered specialists in the fields of small animal medicine or surgery, equine medicine or surgery, wildlife medicine, or pathology. Simultaneously, they complete research training that complements their clinical skills to develop their evidence based practice and research potential.

Doctor of Veterinary Science (DVSc)

To qualify, candidates must produce an original and eminent contribution to veterinary science, as evidenced by published material.
## Support and Contacts

### Key Staff Contacts

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### Clinical & Diagnostic Services

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<tr>
<td>Dr. Ben Ahern</td>
<td>Head, Equine Specialist Hospital</td>
<td><a href="mailto:b.ahern@uq.edu.au">b.ahern@uq.edu.au</a></td>
<td>5460 1799</td>
</tr>
<tr>
<td>Mariki Visser</td>
<td>Business Manager</td>
<td><a href="mailto:m.visser@uq.edu.au">m.visser@uq.edu.au</a></td>
<td>5460 1957</td>
</tr>
<tr>
<td>Dr Anne Covill</td>
<td>Operations Manager</td>
<td><a href="mailto:a.covill@uq.edu.au">a.covill@uq.edu.au</a></td>
<td>5460 1788</td>
</tr>
<tr>
<td>Samantha Kempster</td>
<td>Manager, Clinical Studies Centre</td>
<td><a href="mailto:s.kempster@uq.edu.au">s.kempster@uq.edu.au</a></td>
<td>5460 1866</td>
</tr>
<tr>
<td>Dain Heffernan</td>
<td>Commerce Manager, UQ Vets</td>
<td><a href="mailto:d.heffernan@uq.edu.au">d.heffernan@uq.edu.au</a></td>
<td>5460 1984</td>
</tr>
</tbody>
</table>
Year Coordinators

BVSc (Hons) Program Coordinators
Year 1: Dr. David McNeill d.mcneill@uq.edu.au
Pre-clinical: Dr. Helen Owen h.owen1@uq.edu.au
Clinical: Dr. Gry Boe-Hansen g.boehansen@uq.edu.au

BVSc (Hons) Year Mentors
Year 1: Dr Dee Whitworth d.whitworth@uq.edu.au 5460 1972
Year 2: Dr John Al-Alawneh j.alawneh@uq.edu.au 5460 1837
Year 3: Dr Justine Gibson gibson.j@uq.edu.au 5460 1830
Year 4: Dr Kit Parke c.parke@uq.edu.au 5460 1955
Year 5: Dr John Mallyon j.mallyon@uq.edu.au

International Student Mentor:
Dr Joerg Henning j.henning@uq.edu.au 5460 1846

Bachelor Veterinary Technology Program Coordinator
Dr Rebekah Scotney rebekah.scotney@uq.edu.au 5460 1952

B Veterinary Technology/BAppSc (Veterinary Technology) Year Mentors
Trish Farry t.farry@uq.edu.au 5460 1558
Dr Steven Kopp s.kopp@uq.edu.au 5460 1823

BSc (Animal and Veterinary Bioscience) Coordinators
School of Veterinary Science Coordinator:
Assoc. Prof. Michael Noad: m.noad@uq.edu.au 5460 1876
School of Agriculture and Food Science Coordinator:
Prof. Wayne Bryden: w.bryden@uq.edu.au 5460 1250
Faculty & School Administration
From time to time you may need to seek approval or advice from the Faculty or School Office for various aspects of your continuing study. Information about how to submit administrative requests can be obtained from any Student Centre or by contacting the Faculty. Important information is usually delivered via email so **it is vital that you check for messages on your student email address on a regular basis.**

Students can telephone the Science Faculty Student Administration Office (Gatton) on (07) 5460 276 or email enquire@science.uq.edu.au to obtain assistance with any Faculty administration matter.

Student Organisations

UQVSA
UQVSA Executive: uqvsa@uq.edu.au

The University of Queensland Veterinary Students’ Association (UQVSA) office is located at Morrison Hall. The UQVSA organises many fundraising and social events for students during the year, as well as coordinating the purchase of equipment and books on behalf of students. It is also an important voice representing students on School committees, including the Teaching and Learning Committee. Your participation and support of this group is actively sought. The UQVSA can be contacted via email at uqvsa@uq.edu.au

Student Support

Non-discrimination and Equal Opportunity
The School complies with the University of Queensland’s policies and all applicable laws regarding discrimination, harassment, retaliation, and equal opportunity.

Support Services
Student support services provide an integrated service in the areas of careers and employment, learning assistance, personal counselling, disability support, financial services and international student support. At Gatton Campus, you can email the Student Support Services, which is located at Morrison Hall.

Within the School of Veterinary Science, students can seek advice and help from any of the academic staff or the staff in the School office. The Year Coordinators are academic members who are interested in student welfare and are able to give advice or refer a student on for professional help and guidance when required. The Coordinators or academic advisors are available for discussion and can be very useful as a “sounding board” which may be all that is required to help alleviate any concerns you may have. For concerns relating to course specific issues (e.g. examinations, special circumstances, and deferrals), students should first contact the course coordinator. If the issue remains unresolved, contact your Year Coordinator or the Academic Coordinator. Appointments with the Academic Coordinator are best organised through the School office.
**Disability Advisors**
The School and University are committed and dedicated to ensuring that students with disabilities are given the same educational opportunities wherever possible.

Any student with a disability who may require alternative academic arrangements in any course within the program is advised to seek advice at the commencement of the semester from a Disability Advisor at [Student Support Services](#). For example, special arrangements in examinations can be made for students with disabilities. Refer to the University policy on [Student Disability](#).

**Student Union**
As a UQ Student, you are represented by the [UQ Student Union](#). Typically, a veterinary student will also be a representative on the Union Council. Your representative on the Union Council can support you in resolving a range of academic and other problems, or advice on seeking professional assistance if required. Apart from the student representative on the Student Union, the Union also employs a Student Advocate who can help you prepare submissions to appeal against academic decisions, or simply provide an impartial source of advice on academic matters. The Student Advocate’s office is also in [Morrison Hall](#). Student Year Representatives

The purpose of Year Representatives is to provide a collective voice for students in a single year who may have an issue with some aspect of their program.

The general process for managing issues is to first contact the Year Representative or Course Coordinator, who will then elevate the concern, if warranted, to the Year Coordinator. Further discussion can go to the Chair of the Teaching and Learning Committee or the Chair of the Students and Admissions Committee before being finally handed to the Head of School for consideration.

Year representatives can be contacted via their generic email addresses.

- **2nd year reps:** uqvets2021@gmail.com
- **3rd year reps:** uqvets2020@gmail.com
- **4th year reps:** vetreps2019@gmail.com
- **5th year reps:** vetreps2018@gmail.com
Occupational Health and Safety

Introduction and scope of the guidelines
These guidelines apply to all practical classes at the University of Queensland that involve practices, procedures or substances which could affect the health and safety of students or staff involved in those classes. It applies to all students. A separate document is available titled, Occupational Health and Safety in the Laboratory (Postgraduate Student Edition).

The University of Queensland recognises that students are considered to be ‘in training’, and consequently, safe working practices must be adopted and taken seriously when undertaking laboratory activities.

Who should read and use these guidelines?

- Course Coordinators
- Practical class coordinators and tutors
- Technical staff associated with practical classes
- Undergraduate students

Responsibilities for Occupational Health & Safety

Students have responsibilities to:

- Avoid, eliminate or minimise hazards of which they are aware
- Comply with all occupational health and safety instructions
- Make proper use of all safety devices and personal protective equipment
- Not wilfully place at risk the health and safety of themselves or any other person
- Seek information or advice where necessary, or when in doubt, before carrying out new or unfamiliar work
- Wear protective clothing and footwear as deemed necessary by the course coordinator or the person in charge of the facilities
- Be familiar with emergency and evacuation procedures
- Report all spills, injuries and accidents including “near miss” incidents to the course coordinator or the person in charge of the practical class.

Pregnancy & Chronic Medical Conditions
The University of Queensland is committed to providing employees and students with a safe and healthy work and learning environment. This commitment extends to staff or students who are considering pregnancy, who are pregnant or who are breast-feeding.

The University has a responsibility to advise all students of any health and safety risks relevant to the practical class, where they cannot be eliminated or substituted. Students, who are pregnant or have chronic medical conditions, including severe allergies immunosuppressed, may be at higher risk from exposure to certain chemicals and hazards.

Students who are pregnant or have a chronic medical condition are encouraged to advise their course coordinator as soon as possible. Since the first trimester can be a period of high susceptibility, notice from students who are pregnant is particularly important. This ensures that suitable arrangements or modifications can be made to minimise the student’s exposure, if necessary.
While there are clear guidelines on effects of certain chemicals, drugs, micro-organisms and ionizing radiation on pregnancy, it is difficult to determine a “safe limit” in large animal handling. Consideration needs to be given to the unpredictable nature of the animal, types of procedures and the positions involved, which may require heavy physical workloads or effort working in hot conditions. **Therefore, staff and students who are pregnant and are required to handle large animals should seek medical guidance from their personal physician in determining work activity limitation.** In some situations, e.g., where a significant risk has been identified, or in later stages of the pregnancy, School will require a medical clearance from the student’s treating physician supporting the nature of activities and procedures that the student will be undertaking.

Students may be at risk of vaccine-preventable diseases in their work / study and are advised to have vaccinations to protect themselves from the potential risks. Some immunisations are not recommended during pregnancy. Students who are planning a pregnancy, or are pregnant should consult their doctor or the University Health Service Gatton Campus, contact 5460 1396 about immunisations they need for work or study.

**Immunisations**
Q-Fever, Tetanus, Hepatitis B, Rabies, Swine Flu Immunisation (also see Vaccinations for Placements) are considered occupational related.

All students enrolled in the BVSc (Hons) and BAppSc (Vet Tech)/BVetTech programs are required to be immunologically protected against the following:

- **Q-Fever:** Protection against Q fever transmission is a requirement for persons working with cattle, sheep, goats, some feral animals or for those who frequently work in areas where these animals are kept. Demonstrable protection is a requirement for participation in a number of practical activities.
- **Tetanus immunisation** should be up to date
- **A complete course of pre-exposure Rabies immunisation** for students who travel overseas on practical placements to countries where rabies is still prevalent. Also see Vaccination requirements for Placements.

These services, costs and further advice on immunisation are all available through the University Health Services at the Gatton Campus Health Centre (opposite the Library).

**Laboratory Safety Rules**
A laboratory can be a place of specialised research, clinical or diagnostic evaluation, teaching and/or learning. Laboratories are commonly used in many scientific disciplines across the University ranging from health sciences to biological and physical sciences. The term laboratory may also equate with a workshop in some engineering areas, as well as animal houses.

**Building**
- In an emergency and during practice evacuations, move quickly and carefully from the laboratory to the nearest emergency exit. Proceed to the designated assembly area as per instruction included in the induction (and tutor will also instruct you on the day) and wait there until permission is given to re-enter the building. Never run in the laboratory or along corridors.
- Be aware of the position of exits from all work areas and from all levels of the building.
• All UQ campuses will be a smoke free from July 1, 2018. Smoking is currently prohibited in all University buildings. Smoking is not permitted in basements, balconies, loading bays, or within five metres of entrances to buildings, in the vicinity of outdoor eating areas, on the roofs of buildings or air-conditioning units of buildings. Smoking is also prohibited in all University vehicles.

• Food and drink (including drinking from water bottles) must not be consumed in laboratories

• Students are not permitted to enter any preparatory laboratory without the permission of the laboratory supervisor or tutor.

• Unauthorised experimentation in the laboratories is strictly forbidden.

• Undergraduates wishing to use the laboratory out of timetabled periods must obtain written permission form their course coordinator or person in charge of the facilities.

• All students must be aware of the conditions required for the safe handling of substances and specimens being handled. All specimens should be treated as infectious. If in any doubt, seek guidance from the laboratory tutor or the academic in charge.

• Know the location of the safety facilities of the laboratory: safety showers, eyewash stations, fire extinguishers and emergency exits.

• Working spaces are to be kept clean. Broken glass, sharps and laboratory waste must be placed in their respectively marked bins in the laboratory. No waste is to be left or placed in the sinks, and under no circumstance must waste be placed down the sink, unless authorised to do so by the tutor.

• Disposable gloves should be placed into yellow bins (Clinical waste bin) which are specifically marked.

• All spillages must be cleaned up immediately after they occur. No reagent, solution or apparatus is to be removed from the laboratory without approval from the tutor.

• Correct and safe use of Bunsen burners will be demonstrated by the tutor.

• Handle dissecting equipment with care, store blades covered, secure blades inside the dissecting kit and always remove blade from handle using scalpel blade remover.

• Defective equipment or broken glassware must be reported to the tutor.

• Specialised equipment such as UV sources must only be used under the direction and supervision of the tutor or supervisor.

• Bags, ports and sacks are to be placed in designated areas. Do not block passage ways or fire exits and never to be placed on the laboratory floors.

• Sitting on laboratory benches is prohibited. Do not run or use the chairs on the roller castors to get around inside the laboratory or along corridors.

• Always wash your hands thoroughly before leaving the laboratory.

Laboratory Dress Code
All students must wear covered footwear during practical classes. Thongs, open weave shoes, sandals, ballet flats or similar footwear are not permitted. Students will not be permitted to participate in practical classes unless wearing suitable footwear.

A clean long-sleeved laboratory coat which covers the front part of the body or overalls, as deemed necessary by the course coordinator or the person in charge of the class, must be worn at all times while in the laboratory or practical classes. The laboratory coat must be removed when leaving the laboratory (beware that contaminated laboratory coats are potentially infectious). If contaminated due to spill or splash during the practical class, leave the lab coat with the tutor for appropriate action. Otherwise, it is
strongly advised that a strong plastic bag be brought to take the lab coat back home, separate from your belongings. The lab coat should be washed on a hot cycle regularly.

In all laboratories and designated work areas where there is a risk of eye injury (e.g. splash to the eye), protective eyewear must be worn at all times during the course of the laboratory work. This is as per risk assessment as determined by the staff in charge of the practical class.

Appropriate disposable gloves will be worn when handling potentially infectious materials, blood and body fluids. Before leaving the laboratory, gloves shall be removed, discarded in the laboratory waste bin and hands decontaminated.

The supply of a laboratory coat/overalls, eyewear and closed footwear of suitable type (this will include sturdy gum-boot style type for post-mortem work) will be the responsibility of the student as part of the uniform scheme, but other items of protective clothing (e.g. disposable gloves), where deemed mandatory, will be supplied by the School.

**Requirements for personal protective clothing for low risk procedures in the Veterinary Medical Centre (VMC) and Clinical Studies Centre (CSC).**

For students, one of the mandatory requirements included in the revised protocol is that scrubs should be put on once you are inside the building and ready to begin your shift. The scrubs should be removed prior to leaving the building to go to public areas of the campus for lunch or coffee, or to walk from one building to another across a public area of the campus, or to go home at the end of the day.

If you walk from one building to another (e.g. CSC to VMC or vice versa) to commence another animal-related activity in a different building, you should remove your scrubs before leaving the first building, carry it with you in a plastic bag or other protective bag, and put it on again once you have entered the second building.

The principle is that scrubs should serve as a primary biosecurity measure in terms of personal protective clothing while you are carrying out low-risk procedures with animals. The scrubs may be exposed to biological matter including potential pathogens. If frankly contaminated it should be removed and a clean set put on. As a general principle they should not be worn in public spaces on campus to minimise the risk of inadvertently carrying contaminants or pathogens in to these spaces.

As part of the clinical/pre-clinical placements, students are recommended to purchase a small Personal Protective Equipment (PPE) kit at their own expense prior to placement departure. For details, contact the School Work Health and Safety Co-ordinator (m.kyawtanner@uq.edu.au). (Also see PPE under Occupational Health and Safety and Students’ responsibilities and duty of care while on placements).

**First Aid**

First aid will be administered by trained first aid officers. Report all injuries and illnesses to the tutor.

**Eye injuries**

Notify your tutor or the staff on-site immediately.

Whether caused by chemical, mechanical or splashed with biological material, eye injuries are always serious. First aid action will include immediate and flushing with water (20 minutes minimum) at the
eyewash station. Medical advice should be obtained for an eye injury. For chemical splashes, the Safety Data Sheet (SDS) should accompany the student when seeking medical treatment. UQ Gatton Campus Health Services extension 50396 or 5460-1396 from your mobiles at the first instance or GP after-hours.

**Chemical or biological spills on skin**
Notify your tutor or the staff on-site immediately.
Thoroughly wash the affected area with copious quantities of water under safety shower or as instructed in the Safety Data Sheet (SDS). Consult the SDS to determine appropriate first aid. The SDS should accompany the student if necessary when seeking medical treatment - UQ Gatton Campus Health Services extension 50396 or 5460 1396 from your mobiles at the first instance or GP after-hours.

**Sharps injuries**
Notify your tutor or the staff on-site immediately.
Wash the wound and encourage bleeding. Call UQ Gatton Campus Health Services extension 50396 or 5460 1396.

**Animal bites**
Notify your tutor or the staff on-site immediately.
The wound must be rinsed well. Tetanus immunisation must be up to date. Call UQ Gatton Campus Health Services extension 50396 or 5460 1396.

**Other**
If you are feeling unwell or dizzy when participating in a practical class, stop what you are doing, sit down and have someone notify the tutor or the staff on-site immediately
All accidents must be reported to the tutor or the staff on-site immediately including cuts and bruises as they must be recorded on the Injury, Illness and Incident on-line reporting system. Non-injury-causing incidents such as spills, electrical shorts and near miss incidents must also be reported.
Safety Declaration

OCCUPATIONAL HEALTH AND SAFETY

Undergraduate students

Safety Declaration Form

School Of Veterinary Science, UQ

The University of Queensland recognises that students are considered to be ‘in training’, and consequently, safe working practices must be adopted and taken seriously when undertaking laboratory and practical activities.

The University policies have been adopted by the School of Veterinary Science and all staff, students and visitors are reminded of their obligations to Workplace Health & Safety and Environmental Management.


The guidelines apply to all undergraduate students practical classes at UQ involving practices, procedures or substances which could affect the health and safety of students or staff involved in the classes and can be found on http://www.uq.edu.au/ohs/pdfs/OHYG-LabSafety-UG.pdf or in the School’s Undergraduate Handbook that is handed out to all students at the start of each year (refer to the Occupational Health and Safety in the Laboratory section in the back of the book). Students should also become familiar with The University of Queensland policies relating to the workplace health and safety http://www.uq.edu.au/ohs/index.html?page=29593

Please note that every possible attempt is made to minimise risks to students in these classes, including the requirement of students to follow various safety precautions. Any enquiries you may have about learning activities should be made initially to the co-ordinator or relevant teaching staff.

At no stage should students participate in an activity which places themselves in danger or others as a consequence.
### Task/Equipment

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<tr>
<td>2.</td>
<td>As part of the BVSc course requirement, I understand that certain vaccinations such as Q-fever and tetanus are required. Skin test for Q-fever or vaccination if required can be done through UQ Health Services by contacting 5460 1396 or email <a href="mailto:gattonhealthservice@uq.edu.au">gattonhealthservice@uq.edu.au</a>. More information on the UQ Health Service, Gatton is also available on <a href="http://www.uq.edu.au/healthservice/gatton-clinicinfo">http://www.uq.edu.au/healthservice/gatton-clinicinfo</a></td>
</tr>
<tr>
<td>3.</td>
<td>Appropriate Personal Protective Equipment (PPE) such as front-closing long-sleeved lab coats/overalls, appropriate closed-in footwear, safety eyewear when deemed necessary by the course coordinators and tutors, are required and agree to comply with these requirements.</td>
</tr>
<tr>
<td>4.</td>
<td>I understand that if I am not wearing appropriate PPE, I can be excluded from the laboratory and practicals for that class.</td>
</tr>
<tr>
<td>5.</td>
<td>There are hazards associated with the chemicals and biological materials that I may be exposed to during the course of my studies.</td>
</tr>
<tr>
<td>6.</td>
<td>Pre-existing medical conditions (examples include significant allergies to animals, chronic illness or on regular medication), injury, pregnancy and disability that is likely to impact upon your capacity to safely fulfil the course requirements should be advised to the academic in charge.</td>
</tr>
<tr>
<td>7.</td>
<td>Fire and Emergency Evacuation procedures will be explained to you.</td>
</tr>
<tr>
<td>8.</td>
<td>I understand that I must report all injuries and accidents in teaching and prac sessions (including broken equipment, sharps injuries, animal bites, eye injuries, biological and chemical spills and splashes, electric shocks and “near miss” accidents) to the lecturer or tutor immediately.</td>
</tr>
<tr>
<td>9.</td>
<td>All UQ Campuses will be smoke free from July 1, 2018. Smoking is prohibited in all University buildings. Smoking is not permitted in basements, balconies, loading bays, or within five metres of entrances to buildings, in the vicinity of outdoor eating areas, on the roofs of buildings or air-conditioning units of buildings.</td>
</tr>
<tr>
<td>10.</td>
<td>I understand that visits to extra-mural locations including farms, veterinary practices and abattoirs, and handling and procedural training in both small and large animals is a requirement of successful completion of the Veterinary Science programme, and while these activities carry some risks, these will be minimised as far as reasonably practicable based on the Occupational Health and Safety policies and guidelines set by the Placement Organisations.</td>
</tr>
<tr>
<td>11.</td>
<td>While on Placements, operation of machinery such as farm machinery, equipment and handling hazardous substances such as farm chemicals may only be driven, handled or operated by competent licensed persons. Only qualified competent persons operate machinery and equipment. <strong>As students, you are not authorised to operate such vehicles, machinery or handle farm chemicals. ATV’s are to be operated only after completion of the Farm Safety Training.</strong> The use of 4WD require appropriate licences. Students are forbidden from travelling in the trays of utilities, foot plates of tractors or on implements or trailers.</td>
</tr>
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</table>

By signing this declaration, you are acknowledging that you have attended the induction and understood the requirements of sections 1 through to 11 above. Should additional information, training or assistance be required, particularly in relation to animal handling or the procedures, you should seek advice from the course co-ordinator, relevant teaching staff or the person in charge of the placement organisation.

**Student Name:** __________________________  **Student Number:** __________________________

**Student Signature:** __________________________  **Date:** __________________________
Campus Security

The School and University are committed to promoting the security of its students and staff and seeks the cooperation of students and staff to maintain a safe campus. Every member of the campus community is encouraged to report any possible crime, suspicious activity or emergency on campus to Security, by calling St. Lucia on 3365 1234 for a non-emergency and 3365 3333 for an emergency situation. To ensure your safety on campus, you should:

- Avoid walking alone if possible. Instead, arrange to walk with a friend or colleague.
- Arrange a security escort to walk you to car or public transport.
- Keep to well-lit, well-used pathways.
- Know where the emergency call points are located on campus. These call point’s link you to security staff and activate an alarm that brings security personnel to that location.
- Program the campus security emergency number, 3365 3333, in your mobile phone. It is also displayed on the back of all staff and student identification cards.

Safe Zone mobile device App

Safe Zone is an easy-to-use location-based application for mobile devices that connects staff and students directly with UQ security officers or emergency services during any type of first-aid or emergency situation on UQ campuses and sites, providing the user has mobile phone or Wi-Fi coverage.

The app is free for staff, students and contractors working on campus.

Activating the app’s “Emergency” feature will alert UQ Security to your name, phone number and location, so help can be dispatched swiftly and efficiently.

Safe Zone is available around the clock at various University sites including:

- St Lucia
- Gatton
- Pinjarra Hills and
- Dayboro Vet clinic
- Darbalara

To sign up, after your download (as instructed below) is complete, simply tap on the Safe Zone App icon and follow the instructions, using your University e-mail address, create a new password and provide other details as requested.

Download the Safe Zone App from your phone store using the link below:

- iPhone/iPad: goo.gl/6ED0XV
- Android Phone/Tablet: goo.gl/e3u9mO
- Windows Phone: goo.gl/5vFxhr

If you have any questions about the app or require assistance on how to use it please contact UQ Security at safezone@uq.edu.au