School News
Primary Health

MONASH University
Medicine, Nursing and Health Sciences

Welcome to the March issue of the School of Primary Health Care newsletter. This is a bi-monthly bulletin covering the activities of the School in the community, academia and research.

On behalf of the School and its Executive I wanted to extend a very warm welcome to all new staff and students within the School of Primary Health Care. The School is (almost) unique in Australia in terms of its breadth of disciplines. No matter the diversity all who work within the Schools are committed to providing solutions for the primary health care challenges of our times.

As Melbourne's unseasonable summer fades away, undergraduate students have returned to the campus, and some of our researchers are beginning to take breath after NHMRC grant writing season. 2014 is going to see the implementation of an integrated approach to student services and clinical placement activities.

It was wonderful at the end of last year to be able to present our School teaching awards at our increasingly elegant end of year function. Special acknowledgements to Kristen Lo from the Dept of Physiotherapy who was the winner of the individual award (innovation) for her leadership of a Fitness to Practice (FTP) curriculum for health professional students that enhances student engagement in clinical placements by supporting students' wellbeing.

The team based-collaborative teaching award went to the Interprofessional Education Team (represented by Mick Storr and Lisa Broom), from the Departments of Physiotherapy and Occupational Therapy. The team implemented a new community-based inter-professional education curriculum for first-year undergraduate students of both departments. It models interprofessional education and practice and forges important bonds with the community.

This year I am spending Tuesday mornings rotating around the varied campuses of the school. One of the reasons for this is so that I can have the chance to meet with any members of the School community on those visits. For appointments please contact my research administrator, Brooke Vandenberg (brooke.vandenberg@monash.edu).

Best wishes to all for a wonderful year!

Simpler, easier and quicker travel management

The University's new Concur travel management system was launched on 5 December 2013, resulting in significant time savings for staff. Concur has replaced the Travel Management System in the Employee Self Service (ESS) portal and manages:

- Travel Approval,
- Monash University's Duty of Care: ensuring the University can locate and communicate with travellers en route
- Tax issues: Monash Corporate Taxation can advise travellers where a Fringe Benefits Tax (FBT) liability may be incurred when private travel is combined with work travel
- Travel Insurance: the ability to apply for an Insurance Certificate prior to travelOnline travel booking: a simple process to search and book domestic travel at preferential rates.

Other benefits include reduced data entry, a simplified travel diary and no need to reconcile flight and accommodation expenses when booked through Voyager or Campus Travel.

Comprehensive information, including training videos, Quick Reference Guides and support options can be found on the Concur Request and Travel site. Staff may also register for one of the upcoming Travel at Monash sessions for more information.

Manager Training for Flexible Workforces

This workshop that helps managers leverage organisational policies, maximise the talents of their people, and enhance communication for changing workforce dynamics.
Staff can register on-line via http://www.adm.monash.edu.au/staff-development/ws/swb/flexible-workforce.html

Research Skills Workshops

Staff Development is facilitating a number of Research Skills workshops to provide support to the University's researchers in order to support good quality research.
Details about these workshops can be found at http://www.adm.monash.edu.au/staff-development/ws/it/research/index.html
Please contact Staff Development at 29887 or email Ms Ajanta Dasgupta at ajanta.dasgupta@monash.edu, for more information.

Did you know?

Did you know Monash staff have access to a range of employee benefits and discounts including accommodation, travel insurance, airport parking and car hire? Read more information in the range of employee benefits and staff discounts.

Monash's Wireless Network

The only wireless network for staff and students at Monash is now eduroam. The Monash-Connect wireless network has been decommissioned with the resulting benefits:
- eduroam offers staff and students automatic connectivity at all Australian Monash campuses, as well as at other participating universities, hospitals and public spaces;
- performance of the Monash wireless network will improve by limiting networks to eduroam and Guest-Wireless only.

All staff using non-Monash supplied laptops and any mobile devices to connect to wireless should confirm that they are using the eduroam network. If you previously connected via the Monash-Connect network, your laptop will not have wireless connectivity and smartphones and tablets will have defaulted to their data plan.
For further information on eduroam and for detailed instructions on how you and your students can connect to the eduroam network, please click here.

Welcome to Monash seminars

The first round of the Welcome to Monash sessions for new staff is on again in March at Clayton. The free one-and-a-half hour program, held three times a year, is the official welcome for all new academic and professional staff to Monash, and has been held in various incarnations since the 1990s.
The morning will consist of a keynote address by Vice-Chancellor, a presentation on the University's priorities, and a presentation on practical ways to optimise life and work at Monash.
Following the presentations, staff will be invited to a morning tea to put names to faces, make a start on their own Monash network and speak to the many Monash service providers.
New staff are strongly encouraged to attend the sessions, as they are designed to assist effective orientation of new staff by providing information about the Monash University from a number of perspectives, and helps new staff to understand the extent of the University's operations."
For those unable to attend, the first session of the year is recorded and accessible on the Welcome to Monash page.
For more information and to register for the first 14 March session, visit the Welcome to Monash registration page.

Improving healthcare and patient outcomes through research translation

The Australian Satellite of the Cochrane Effective Practice & Organisation of Care (EPOC) Group are excited to announce the following symposium
Improving healthcare and patient outcomes through research translation
Date: Wednesday 26th March - 9:00 am - 5:00 pm
Venue: AMREP Lecture Theatre, Commercial Road, Melbourne, VIC 3004
Cost: $350 excl. GST
Invited international speaker:
Dr Jeremy Grimshaw- Co-ordinating Editor of the Cochrane EPOC Group; Senior Scientist, Clinical Epidemiology Program of the Ottawa Health Research Institute; Professor, Department of Medicine, University of Ottawa, Canada; Canada Research Chair in Health Knowledge Transfer and Uptake.
If you would like further information on the symposium or would like to register interest please contact emma.tavender@monash.edu or see http://epocaustralia.cochrane.org/

School of Primary Health Care Christmas Party

Thanks to all staff who came along to the SPHC Christmas party in December at Windows by the Bay. The Chocolate fondue fountain was a hit! Below are some photos from the event.

SPHC Research and Research Degrees News

We would like to congratulate following 2014 Scholarship Round 1 Australian Postgraduate Award (APA) Recipients

- Susan Baidawi (Social Work)
- Linda Barclay (Department of Occupational Therapy)
- Alison Flehr (Department of General Practice)
- Charlotte Indermau Denniston (Department of Physiotherapy)
- Stephanie Merkouris (Primary Care Research)
- Elizabeth Pritchard (Department of Physiotherapy)
- Rebecca Wood (Department of Occupational Therapy)

A Warm Welcome to following new PhD Candidates

- Zuhair Mohammedsaleh (Primary Care Research)
- Madeleine Hathaway (Primary Care Research)
- Reem Basuodan (Department of Physiotherapy)
- Wee Ping Wong (Department of General Practice)
- Alison Flehr (Department of General Practice)
- Michael Williams (Community Emergency Health & Paramedics)
- Kendall Searle (Primary Care Research)
- Vedhna Lalla (Social Work)
- Melanie Farlie (Department of Physiotherapy)

2014 SPHC Research and Research Degrees Committee Early Career Researcher (ECR) Publication Award, two publications were selected. Congratulations to
Dr Catherine Flynn *Flynn, C.A., 2013, Mothers Facing Imprisonment: Arranging care for their adolescent children,*
Women and Criminal Justice [P], vol 23, issue 1, Routledge, UK, pp. 43-62.
Dr Stephen Maloney
Maloney, S., Storr, M., Paynter, S., Morgan, P., Ilic, D., 2013, Investigating the efficacy of practical skill teaching: a pilot-
Study comparing three educational methods, Advances In Health Sciences Education [P], vol18, issue 1, Springer Netherlands, Netherlands, pp. 71-80

SI Gender equity travel support grants

The FMNHS Social Inclusion Committee are sponsoring 3 gender equity travel support grants for women in T & R or Research only positions. These grants are available for extraordinary carer support costs in attending a conference or workshop. Full guidelines can be found attached and on the FMNHS Social Inclusion website along with the application form. Closing date is the 28th March.
For application guidelines, please click here or see the Social Inclusion website.

Faculty Timetabling

The Medicine timetabling team are currently short-staffed at this busiest time of year, and would appreciate it if staff could limit phone requests and instead email medcine.timetable@monsh.edu with requests. The Faculty believes that by limiting phone requests and increasing the use of medicine.timetable@monsh.edu, they will be in a position to provide a quicker and more efficient service to Schools. It will also mean that all the required information is provided in the first instance resulting in a more effective service.

Research and Revenue News

Please note the dates below which Research and Revenue (R&R) will be available at Notting Hill, Peninsula and Caulfied Campus.
Every Tuesday at **Notting Hill** Campus
Room 50, Building 1, 270 Ferntree Gully Road
Alternate Thursdays at **Caulfield** Campus
Behind reception, Social Work Level 4, Building C
20 Feb, 6 March, 20 March
Alternate Thursdays at **Peninsula** Campus
In G4.26 Level 4, Building G
27 Feb, 13 March, 27 March

Changes to Faculty Policies

There have been some updates in relation to the assessment policy and a new policy that has been created for students repeating a unit. The Faculty Assessment policy is located at:
http://www.med.monash.edu.au/intranet/education/assessment-policy.html
1) For assessment policy Item 1.2.5 - Failure to meet hurdle requirements - the policy now reads:
Where a student has failed an assessment hurdle requirement further assessment can be granted by the school/ department as appropriate (this does not include attendance hurdles). Should a student fail the further assessment then the mark and grade to be returned for the unit is 44N. No further assessment opportunity is to be permitted.
2) For assessment policy item 6.6 - Assignment submission policy
The university has changed its unit assessment procedures (Item B section 6.4) in relation to the scheduling of assessment tasks and we, in turn, have aligned our assessment policy to this. The policy now reads as:
No assessment task may be due within the SWOT-Vac period. Exceptions may be made by the Associate Dean (Education) for major research projects or theses; assessment tasks that involve a practical component, such as computer simulations or laboratory work, those students are required to present in person; or where the final assessment tasks are not examinations across the majority of units in that teaching period.
http://policy.monash.edu.au/policy-bank/academic/education/assessment/unit-assessment-procedures.html
3) Policy for students repeating a unit
There is a new Faculty policy to cater for students repeating a unit. It reads as follows:
Students who need to repeat any unit owned and managed by the Faculty of Medicine, Nursing and Health Sciences should repeat all components of that unit, including all components of continuous assessment. Continuous assessment grades obtained in a previous attempt at passing a unit cannot be carried forward in subsequent enrolment and assessment. The exception to this would be a non-invigilated assessment item worth no more than 10%. The Chief Examiner would be required to document the exception and place the notes on TRIM for future reference by the Faculty, particularly for matters relating to academic progress.
The policy is located at: http://www.med.monash.edu.au/policies/assessmentr.html
4) Course Coordinator and Course Administrator roles and responsibilities documents now available at the Office of Deputy Dean webpage. These documents can be accessed at:
http://www.med.monash.edu.au/intranet/education/ (under the policies and procedures section).

Better Teaching, Better Learning Small Grants

The Office of the Pro Vice-Chancellor (Learning & Teaching) (OPVCLT) is pleased to offer ten Better Teaching, Better Learning Small Grants worth $2000 each, the first of three rounds in 2014. The purpose of these grants is to:

Better Teaching, Better Learning
Small Grants

- Provide a necessary source of funding to further the promotion of excellence in learning and teaching at Monash;
- Seed learning and teaching activities within school/faculty/institution;
- Provide a platform for Office for Learning and Teaching (OLT) grant applications;
- Provide a link between faculties and the Better Teaching, Better Learning Agenda.

Application instructions and other related materials are available on the Better Teaching, Better Learning Small Grants page.

Getting to know…Nelum Salgado
Research Administrative Manager,
School of Primary Health Care.

I have been involved in research management within the School of Primary Health Care, Monash University for 10 years (yes, I have survived for 10 years). Prior to joining Monash I was employed at the University of Melbourne and the Alfred Hospital.
My role comprises:

- the coordination and management of the Higher Degree by Research candidates from enrolments through to completions;
- the coordination and management of the School publications collection for the Higher Education Research Data Collection (HERDC) and the Excellence in Research for Australia (ERA) collection; and
- Research Project Administration.

As the Executive Officer to the School Research and Research Degrees committee, I am required to prepare and analyse statistics and reports on research matters. I manage the School/ Faculty research travel grants scheme for staff, the Early Career Researcher (ECR) Publications Award and Leon Piterman Award for PhD Candidates. The best part of my job is the variation it brings to keep me motivated.
Yes I certainly have a life outside this, my family, I love travelling, (I would go to Paris any time), reading, music, dancing, sports and love finishing the work day with an Aerobic class.

Research and Research Degrees Committee (SRRDS) Seeding Grant Scheme

Submission Deadline: 31 March 2014
This grant scheme has been established to enhance strategic gains to the School of Primary Health Care research portfolio. It is expected that funding from the SGS will position researchers to win Faculty and other external grants.
The amount of $5000 each will be awarded to 3 successful applicants.
The first-named Chief Investigator (CIA) must hold an appointment in a department/ centre of the School of Primary Health Care, academic staff level A – C with a minimum EFT of 0.5.
Applications will be considered from research only and teaching and research staff.
Applications with cross-departments/centres collaboration will be considered favourably.
Adjunct/Honorary staff may not apply as sole CIA, but may be named second or later Chief Investigators.
Selection Criteria:

The strategic gain for the School	35%
The scientific quality of the proposal (including significance and innovation)	35%
The quality and breadth of expertise of the research team relative to the proposed project, including non-CIs; the track record of the applicant(s) in relation to career stage; and the teaching, administrative and clinical contributions to the School will be take into consideration	30%

Application to the SGS will NOT be accepted if:
The CIA holds an honorary/adjunct appointment in the School, and/or is from outside the School. Higher Degree Research students cannot be Chief Investigators.
Any of the investigators propose to undertake an Outside Studies Program (OSP) during the term of the grant.
The purpose of the grant is to provide additional support for projects already funded by external granting bodies.

For further information, please contact nelum.salgado@monash.edu