



**QUEENSLAND UNIVERSITY OF TECHNOLOGY**  
**DISCIPLINE OF MEDICAL RADIATION SCIENCES**

**To whom this may concern**

You have been nominated as the **Principal Clinical Supervisor** for an applicant to the Graduate Diploma in Medical Ultrasound (CS60) at Queensland University of Technology (QUT).

As the Principal Clinical Supervisor, you will play a vital role in the student's professional development by acting as a mentor and guiding their clinical learning. You will also be responsible for fulfilling the supervisory responsibilities outlined in the following pages. Where appropriate, additional qualified staff may assist in supervising the student. These individuals may serve as Assistant Clinical Supervisors, particularly during periods of absence or when the student is placed at an alternate clinical site.

If you are unable to undertake this responsibility, we ask that you refer this role to another suitably qualified colleague within your practice.

All Principal Clinical Supervisors must be

- **An Accredited General Medical Sonographer (AMS)** with a minimum of three years of clinical scanning experience and a current, active accreditation with the **Australian Sonographer Accreditation Registry (ASAR)**. An ASAR registration number must be provided for verification.

We kindly request that you complete the enclosed Principal Clinical Supervisor Form and return it to the student for inclusion in their application for admission to QUT.

If you have any questions or require clarification, please do not hesitate to contact me directly.

Yours sincerely,

**Assoc. Prof. Christopher Edwards**

Course Coordinator – CS60Grad Dip in Medical Ultrasound

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## Requirements of Clinical Supervisors

### Principal Clinical Supervisor

The Principal Clinical Supervisor plays a critical role in supporting the student's clinical learning and professional development. It is expected that the supervisor will work collaboratively with the students and assist in preparing them for clinical assessments throughout the course.

Throughout the course, the Principal Clinical Supervisor is required to complete both formative and summative clinical competency assessment, which evaluates the student's performance across a range of clinical skills.

In addition, the supervisor is responsible for ensuring that the student actively engages in medical ultrasound practice and accrues the required training hours.

### For students placed in Medicare-designated rural or remote locations

Appropriate professional supervision must still be maintained. In these cases, students must have access to a supervising practitioner, such as an Accredited Medical Sonographer or a reporting Sonologist. If on-site supervision is not feasible, the supervising practitioner must be readily contactable to discuss the procedure during the ultrasound examination. Supervision may be provided via teleradiology, internet-based platforms, and/or telephone. The level of indirect supervision must be appropriate to the student's level of experience.

### Roles and Responsibilities of the Clinical Supervisor include:

- Ensuring that students gain adequate clinical experience and exposure to a variety of case types.
- Monitoring and supporting the student in maintaining high standards of scanning practice.
- Providing on-site assistance to the student when faced with technical or procedural challenges.
- Offering constructive feedback on examination completeness, diagnostic accuracy, and clinical value.
- Supporting the development of the student's communication skills, both verbal and written.
- Promoting awareness of patient-centered care and encouraging best practice in patient interaction.
- Reinforcing compliance with universal infection control practices and relevant clinical safety standards.
- Verifying records submitted in the student's Clinical Portfolio

## Requirements of Clinical Departments

### Workload

To successfully complete the clinical practice units within the course, students must achieve a satisfactory level of clinical competence. Therefore, clinical experience must be **hands-on**, not purely observational.

Students are expected to be actively engaged in ultrasound practice for the duration of the course, with a **minimum requirement of three days per week** working directly within the ultrasound department.

### Clinical Environment

To support the development of a well-rounded skill set, students are required to observe and/or perform a broad range of ultrasound examinations. Examinations should include **specialised areas**, such as:

- Obstetrics
- Gynaecology
- Small parts
- Paediatric
- Musculoskeletal (MSK)
- Vascular ultrasound

If these types of examinations are not routinely performed at the student's primary site, they will be required to arrange clinical visits to other facilities (e.g., tertiary referral centres) where these examinations can be observed. Students are responsible for organising and coordinating these supplementary placements.

### University Requirements and On-Campus Activities

The majority of academic content is delivered online through QUT's learning management system (e.g., Canvas). However, students are recommended to attend on-campus blocks at the beginning of each semester. Each on-campus block is approximately one week in duration and aligns with QUT's orientation week, as outlined in the academic calendar.

Additionally, students are required to attend **mandatory** clinical practical assessments as scheduled. Approximate timelines for these assessments are provided in the Clinical Supervisor Handbook, which is distributed upon acceptance into the course.

**Clinical Supervisor Form - Please complete this form and include in the application for entry into the CS60 – Grad Dip Medical Ultrasound**

**Student's Name:** .....

**Principal Clinical Supervisor Details:**

Name: .....

Email: .....

Contact phone number .....

Relevant Qualifications: .....

Please provide

- ASAR Registry No.: .....

**Assistant Clinical Supervisor Details:**

Name: .....

Email: .....

Contact phone number .....

Relevant Qualifications: .....

Please provide

- ASAR Registry No. : .....

**Name and Address of Clinical Practice:**

.....  
.....  
..... Postcode: .....

**Principal Clinical Supervisor Roles and Responsibilities:** (Please tick appropriate boxes to confirm your understanding of your roles and responsibilities to students undertaking this course)

	I have read the roles and responsibilities of the Clinical Supervisor and I am willing to comply with these roles and responsibilities.
	Every reasonable attempt will be made to ensure that the student is rostered in ultrasound for a <b>minimum of 3 days per week</b> (minus standard leave privileges). <b>(NB: entry into the course is conditional on this requirement being met).</b>

Principal Supervisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Assistant Supervisor's Signature: \_\_\_\_\_

Date: \_\_\_\_\_