



6 May 2020

Dear students,

We have recently received suggestions from several students regarding how and when the SITCM Teaching Clinic should be reopened.

We acknowledge the stressful situation that some students find themselves in regarding completing the clinic requirements of the Bachelor of TCM (BTCM) course. We are working to reopen the Teaching Clinic as soon as possible while ensuring the safety of students, staff and the broader community.

Therefore, we have the following updates:

1. The clinic will be open on the following dates over the next fortnight: 13 May (Wednesday), 17 May (Sunday), 20 May (Wednesday) and 24 May (Sunday).
 - a. We are mindful that some BTCM students just need to complete clinic case requirements to be eligible for graduation. These two weeks of sessions are aimed primarily for them (we anticipate that most other students will be busy preparing for final exams now), and they will have rostering priority. Other students may also attend subject to availability. For information about sessions after these two weeks, please read #5.
 - b. A maximum of 10 students will be allowed into each session. To book a session, please contact Rosa (clinic@sitcm.edu.au).
 - c. To attract patients to these sessions:
 - i. All clinic services (i.e. consultations, acupuncture, gua sha, etc) will be free on these four dates. Patients will only need to pay for herbs.
 - ii. We will put an A-frame sign outside the building to draw attention to our clinic. We may be asked to remove this sign by our building's Strata Committee, but will keep it outside for as long as possible given the importance of attracting patients.
 - iii. We will send all registered patients an email to let them know that our clinic is reopening.
 - iv. We will announce the reopening of our clinic on our website, Facebook and WeChat accounts.
 - v. Students are also encouraged to refer potential patients.
 - d. To ensure safety:
 - i. In taking bookings, we will screen patients for COVID-19 symptoms.
 - ii. We will take the temperature of all students and patients as they enter the clinic and refuse entry to anyone with a fever.
 - iii. Everyone who enters the Clinic will be asked to wear a facemask and gloves. We will provide gloves and surgical masks to those who do not have them, along with signage showing the correct usage of masks.
 - iv. We will place a transparent screen above the Clinic reception desk to reduce the risk of exposure to droplets.

- v. We will require 4 square metres of space for each person within each room. Consultations can therefore take place in Classroom One, Meeting Room One or the Herbal Dispensary, as consultation rooms cannot contain more than two people.
 - vi. We will rearrange furniture to meet 1.5 metre social distancing requirements.
 - vii. The student in charge must wipe surfaces with disinfectant after their consultation/treatment.
 - viii. Hand sanitiser will be readily available around the Clinic, along with signs showing its correct use.
 - ix. Bathrooms and lifts will be thoroughly cleaned at least once every two hours.
 - x. The Clinic will be accessible via the escalator/stairs for those who do not wish to use the lift.
 - xi. The Clinic's back door will be kept open for ventilation.
 - xii. Students from high-risk groups (as defined [here](#)) are encouraged to stay at home until the COVID-19 risk in Sydney has further decreased.
2. For the remainder of 2020, each case can be shared between two students – provided the two involved students agree. Although one student will be officially in charge and must ensure the information is entered on SmartTCM, both students must contribute relatively equally to the case (as observed by the Clinical Supervisor). This will double the value of each patient in terms of allowing students to meet their case requirements.
 3. Cases do still need to be completed at the SITCM Teaching Clinic. Although allowing students to complete cases at external clinics may seem attractive, we believe that it is unlikely that practitioners would allow their private clinic patients to be treated by unregistered students for reputational and ethical issues, and we would be unable to verify that such treatments were taking place. Therefore, only observation hours can be recognised from approved external clinics.
 4. We encourage all students and staff to use the SITCM Teaching Clinic whenever possible. Under our *Attendance Policy* (currently suspended), however, students are required to attend 80% of classes and cannot be recorded as attending a class if they are not in the classroom (unless special consideration applies). We will review this policy before classes return to face-to-face mode.
 5. We will monitor student demand, patient availability and safety matters during this two-week trial period before determining the Clinic schedule beyond 24 May. We plan to keep the Clinic open on Wednesdays and Sundays, and to add additional sessions. We hope to have the clinic open seven days per week as soon as possible.

We hope that these measures will offer some reassurance to those of you who are concerned about completing your clinic requirements. Thank you for your patience and understanding. Please do not hesitate to contact us if you have any questions or concerns.

Stay safe,



Jian Jiang
Dean of SITCM