

Professional Diploma in Dermatology

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Welcome to the Course

Hello and welcome to the Royal College of Physicians of Ireland Professional Diploma in Dermatology, delivered in partnership with iheed. We're delighted to welcome you and wish you all the best with your studies.

This nine-month online learning programme is designed specifically to cater to busy healthcare professionals such as yourself. Drawing on expertise from across the globe, this programme provides you with advanced knowledge and skills, giving you the confidence to treat a whole variety of skin conditions.

As you progress through this programme, you will develop a solid grounding in dermatology, acquire the ability to effectively diagnose, treat and manage a wide range of skin conditions, and enhance your surgical skills relevant to primary care.

Our expert team of clinical tutors will guide you as you study online using a combination of practical content and case-based learning.

At every stage of the journey, our faculty together with the iheed academic affairs team will support you through your studies. Should you have any questions, please don't hesitate to reach out to us on <u>dermatologysupport@iheed.org</u>

Good luck and enjoy the journey!

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Clodagh Conway Director of Academic Affairs

Programme Delivery & Timetable

The programme will be provided through a delivery model which blends self-directed learning with tutor-led team-based learning. Throughout the course you will engage in:

- Weekly online synchronous tutorials
- Tutor-moderated discussion forums
- Interactive case studies
- Reflective exercises
- Online examinations
- Communication skills assessment

The timetable below for the Induction Week is the overall timetable with tutorial times for each group listed. In general, the weekly tutorials are scheduled by geographic time-zone. Please see the example time zones below for reference: **Dublin, Ireland – GMT/UTC +1**

Riyadh, Saudi Arabia – GMT/UTC +3

Dubai, United Arab Emirates – GMT/UTC +4

Kuala Lumpur, Malaysia – GMT/UTC +8

Toronto, Canada – GMT/UTC -4

*Your weekly tutorials, including links to join will be detailed in your calendar on the iheed Online Learning Environment (see later section).

Programme Induction

In advance of your Induction session on **Tuesday 19th November 2024**, you will gain access to iheed Online Learning Environment and be assigned to your tutorial group.

The induction prepares you to begin the programme by ensuring you are comfortable with using the online environment, know the structure of the programme and the supports available. It is also a great opportunity to meet your colleagues studying with you and to ask any questions you may have. The induction session will last approximately one hour.

Induction Week Timetable

Date	Activity	Asia Pacific	Middle East	Europe
Monday 18 th November 2024	Access to the iheed OnlineLearning Environment	Canvas login details will be sent before close of business (Irish Time)		
Tuesday 19 th November 2024	Programme IntroductionCurriculum ProgrammeDelivery AssessmentCanvas	T <u>Mc</u> <u>Ev</u>	wo induction sessions via Zoom prning Induction 11 am Irish Tim rening Induction 7 pm Irish Time	n. <u>e</u>
		Please note, you only need to attend one session, as the same material is covered in both sessions.		
Wednesday 20 th November 2024	Introductory discussion on the Canvas discussion forum	An introductory text discussion will go live on the Canvas discussion forum giving you the opportunity to introduce yourself to your tutor and student colleagues. This is a text-based discussion and not a live session.		
Thursday 21 st November 2024	The Programme Team will be available to answer any course-related questions you may havefor one hour.	Thursday 11 am Irish Time. Use this link to join the session: Induction Open Office Session		
Friday 22 nd November 2024	Course deliverbegins	Week 1 discussion topic goes live on the Canvas discussion forum. There is no live session.		

Programme Timetable

-	
Module 1	
Monday 25 November 2024	Eczema
Monday 2 December 2024	Psoriasis
Monday 9 December 2024	Acne/Rosacea
Monday 16 December 2024	Patient Factors
Monday 23 December 2024	Christmas/New Year
Monday 30 December 2024	Christmas/New Year
Monday 6 January 2025	'The red face'
Monday 13 January 2025	Communication Skills Assessment (formative) (18th January)
Monday 20 January 2025	Reading Week
Monday 27 January 2025	Itch and Urticaria
Monday 3 February 2025	Blistering skin disease
Monday 10 February 2025	The skin in systemic disease
Monday 17 February 2025	The skin in connective tissue disease
Monday 24 February 2025	'Red legs'
Monday 3 March 2025	Reading Week
Monday 10 March 2025	Examination (100% of Module 1)
Module 2	
Monday 17 March 2025	Drug eruptions and emergencies
Monday 24 March 2025	Skin infections and infestations
Monday 31 March 2025	Paediatric dermatology
Monday 7 April 2025	Safeguarding
Monday 14 April 2025	'The red all over patient'
Monday 21 April 2025	Video assessment (20% of Module 2)
Monday 28 April 2025	Week off
Monday 5 May 2025	Oral dermatology
Monday 12 May 2025	Genital dermatology
Monday 19 May 2025	'The itchy vulva'
Monday 26 May 2025	Reading Week
Monday 2 June 2025	Examination (80% of Module 2)
Module 3	
Monday 9 June 2025	Non-pigmented lesions
Monday 16 June 2025	Pigmented lesions
Monday 23 June 2025	Hair and pigment (including vitiligo and melasma)
Monday 30 June 2025	Cosmetic dermatology and the aging face
Monday 7 July 2025	Video assessment (20% of Module 3)
Monday 14 July 2025	Week off
Monday 21 July 2025	Skin and Psyche
Monday 28 July 2025	Human Factors
Monday 4 August 2025	Advanced Therapeutics
Monday 11 August 2025	Dermatological Horizons
Monday 18 August 2025	Reading Week
Monday 25 August 2025	Examination (80% of Module 3)

Your weekly tutorials, including links to join will be detailed in your calendar on the iheed Online Learning Environment (see later section). All the dates above are "week of" and NOT the exact date that tutorials, assessments, and exams will take place.

Programme Assessment

	MODULE 1 (10 ECTS)		MODULE 2 (10 ECTS)		MODULE 3 (10 ECTS)	
DELIVERY STRUCTURE	Block I	Block II	Block III	Block IV	Block V	Block VI
Topics	 Eczema Psoriasis Acne/Rosacea Patient Factors 'The red face' 	 Itch and Urticaria Blistering skin disease The skin in systemic disease The skin in connective tissue disease 'Red legs' 	 Drug eruptions and emergencies Skin infections and infestations Paediatric dermatology Safeguarding The red all over patient' 	 Oral dermatology Genital dermatology The itchy vulva' 	 Non-pigmented lesions Pigmented lesions Hair and pigment Cosmetic dermatology and the aging face 	 23. Skin and psyche 24. Human factors in Dermatology 25. Advanced therapeutics 26. Dermatological horizons
Assessment	Video assessment	Examination	Video assessment	Examination	Video Assessment	Examination
Weighting*	formative	100%	20%	80%	20%	80%

Skills Assessment

The skills assessment will afford students the opportunity to demonstrate communication skills in the context of Dermatology through a consultation with a mock patient (played by an actor), with grading and feedback based on a standardized rubric.

Students will be provided with a scenario and will be asked to engage an actor to play the role of the patient. Using the patient history provided, students will record themselves taking a dermatological history (Block 1) or will demonstrate their communication of a diagnosis to a patient (Block 4).

You will be required to record a short video (5-7 mins) on your mobile phone/tablet/PC and upload it to Canvas and full instructions will be issued well in advance of the submission deadline. *While the Block 1 assignment is formative, it is mandatory to complete. The Board of Examiners

*While the Block 1 assignment is formative, it is mandatory to complete. The Board of Examiners will be advised of students who fail to submit a video.

Examination

The exams will be made up of Single Best Answer and free-text questions. The latter are designed to assess divergent thinking which are particularly appropriate to this level of programme where breadth rather than depth of deliberation can be key.

Questions will take the form of short case vignettes requiring students to provide either a reasonable differential diagnosis, recommended investigations or treatment based on information presented. Each exam diet will focus on a range of topics within the relevant modules with all learning outcomes assessed.

You will have a 48-hour window to sit your exam so you can sit on either day as outlined in the timetable.

A mock exam will be run ahead of the Block 1 main exam, so you have an opportunity to experience the platform and the types of questions asked ahead of your first exam. Scheme of Assessment To complete the Professional Diploma in Dermatology, a **pass mark of 50%** must be achieved in each examination/assignment.

If an exam/assignment is failed, there will be an opportunity to repeat the exam.

Please note that RCPI regulations state repeat assessments are automatically capped at the pass mark of 50%.

*A failed resubmission/repeat will result in a participant's removal from the course.

Mitigating Circumstances

By submitting an assessment or presenting for an exam, you are declaring yourself "fit to sit" the assessment and it will be marked accordingly.

If you experience a problem with an exam, video submission, attendance, or any aspect of your studies, please get in contact with the Dermatology Support team (dermatologysupport@iheed.org) as soon as possible to discuss the options available to you.

Life events may sometimes overtake us, we understand. If there are **mitigating circumstances** (MC) that prevent you from meeting a deadline, or which you feel may have affected your performance in an exam, you may submit a claim of mitigating circumstances to iheed.

This must be submitted prior to your results being released and needs to be **evidenced by supporting documentation.** Claims need to be timely, relevant, and severe and beyond the scope of normal life events.

The MC will be considered at the next available Board of Examiners meeting and, if successful, you may be granted an exceptional third attempt at the assessment/examination.

Results are typically released 4 weeks after an exam session.

*Please note that all results are provisional until ratified and confirmed by the Board of Examiners.

Online Proctored Exams:

Exams will be conducted on the iheed Online Learning Environment using a third-party vendor.

Each student's identification is checked against the student's application data. On the day of the exam, each student is assigned a Proctor to authenticate and supervise their exam. The proctor will:

1. Verify the student's identity by presenting their ID. The proctor will validate that the person taking the exam is the same as the ID being used and that previously validated by iheed.

2. Review the exam rules.

3. Examine the student's desk and workspace. The proctor will ask the student to complete a 360° room pan and desk sweep with their webcam to ensure the workspace is clear of any materials.

- 4. Present the student with security questions.
- 5. Obtain the student's agreement to the exam regulations.
- 6. Release the exam to the student.
- 7. Live monitor the exam attempt, recording the student's computer screen and webcam image.
- 8. Raise any potential breaches with iheed.

Introduction to the Online Learning Environment

All the course materials can be found in the iheed Online Learning Environment (OLE) – Canvas.

You will all be issued log in details at the start of your Induction Week which will grant you access to all the programme materials.

Once you sign in, you will come to this Homepage:



Under (A) Account, you can post a profile picture (1) – this will appear by your discussion posts, and it is a nice way to familiarize yourselveswith your group, even while working on the self- directed material; you can choose how frequent your notifications (2) are – you can ask to receive a daily or weekly report of events, you can ask to receive a notification when any post is made in a discussion you are involved in, or you can switch it off entirely! The settings (3) include setting your time zone*, changing password and editing preferred contact methods.

*Please ensure you have set the time zone correctly as Canvas will create a bespoke calendar for each student. As you may be in different time zones, this could cause confusion if not set properly.



The next two **Dashboard** and **Courses** will bring you to the same page – providing a breakdown to subject/topics and to the content for each week.

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		PROGRAM STRUCTU	JRE		
		Search for an tem name			
		Eczema			
	2	Psoriasis			
	3	Acne and rosacea			
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	6	Blistering skin disease	•		
	8	s (1) (2) (3) (4) (5) (5) (6)	s PROGRAM STRUCTU Search for an item name.		

Each week there will be a series of Learning Outcomes, and throughout the course material you will be introduced to Reflective Questions, Case Studies, and Interactive Multimedia.

		last z vears.					
2022 iheed Courses							
Home							
Announcements		() denoted from table () and () and ()					
Assignments		[Adapted from: Irish Skin Foundation]					
Attendance							
Bibliography							
Discussions		Eczema and dermatitis are general terms for skin inflammation and are used interchangeably, whereas the more specific					
Elles		subtypes suggest an underlying cause.					
Grades							
Library							
Modules		Learning outcomes					
People							
Resources		On successful completion of this module, you will be able to:					
Secure Exam Proc	ctor						
Syllabus		> apply a systematic approach to history taking and examination of a patient with eczema					
New Analytics		> describe the pathophysiology of different types of eczema and the role of the skin barrier and inflammation					
Quizzes		> recognize the prevalence of eczema and its effect on quality of life					
Collaborations	90	> apply current clinical guidelines for the management of patients with eczema					
BigBlueButton	90	> formulate an acreant management nian with the nations					
Outcomes	90	Torritonike un ug eeu management pant mer ere panen.					
Pages	ø	100					
Rubrics	Ø						

The **Calendar** (D) is where you will find your course timetable. Zoom links for each of your online tutorial sessions will be provided here, as well as the dates for your exams.

The Calendar is directly linked to your *time zone settings*, so please ensure that you are registered to the correct time zone so that you know when your classes are on.



By default, time zone is set to GMT.

The **Inbox (E)** allows you to contact the tutor, course administrator or any fellow participants. Your Canvas messaging is synced to your preferred contact email as chosen in your *Settings*. Important class information will be sent to all students via Canvas inbox and by a supplementary email.



Your course name will be highlighted on the top-left corner, and all emails are displayed on the left.

Click on the pencil to **compose** a new mail, the single arrow to **reply** directly or the double arrow to **reply all**.

Compos	e message	×
Course	Cancer CarUK Version -	search the address book
То	I	a
Subject	test for email Diploma in Paediatrics	
	Send an individual message to each recipient	
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attach a	file	
Ø		Cancel Send

The **Help** button (F) is for technical issues – if there is an unresponsive page or a broken link, you can let the IT team know here. For more general queries, please contact the Academic Affairs team by email, OR post in the Student/Technical Queries Discussion forum.

With the secondary navigation menu, the important ones to pay attention to are:

- Home,
- Discussions, and
- Grades.

Home will always bring you to the default landing page. From here you can navigate to the section of the course that you need to get to for any given week.

Discussions is your student forum – as well as the *weekly discussion* to complement the self-guided materials, you can also find some *pinned discussions*.

The most useful pinned discussions are the Technical Questions and Tutorial Recordings.

After the online induction, we will open an *Introductory Discussion* as well, where you can post a little bit of information about yourself and get to know your fellow participants.

Grades will be the space in Canvas where you can find your results.

Online Tutorials: Using Zoom

For the tutorials, we will be using an online video conferencing app called **Zoom**. This can be used on laptops, desktops, phones and tablets. The first step is for you to install the Zoom app on your desktop, which you can do from the link below:

https://zoom.us/download

- Install Zoom Client for meetings on your desktop.
- Install the appropriate Zoom mobile app.

If you are using a phone or tablet, you will need to get the Zoom app from Google Play or the Apple app store.

The Zoom links are unique for each group, and you will find your link in the **Calendar**. Click on the link to launch the Zoom room.

Zoom House Rules

Audio	 Use headphones Limit background noise Mute your microphone until you wish to speak or ask a question
Visual	 Camera on - Unless bandwidth is low and affecting Zoom performance, please keep your cameras on and remain engaged for the duration of the session. Display name matching your name on Canvas name to ensure accurate capture of attendance registers.
Chat	• Use chat to ask questions if you are more comfortable with this format
Questions	 Unmute your microphone and ask Use the chat facility Post in the weekly discussion
Recording	• Tutorials are recorded for student purposes and can be found under Resources

Frequently Asked Questions

"Where can I find the recordings of my weekly tutorials?"

Tutorial recordings are available on the Resources page of Canvas.

"Where can I find the Zoom link for my weekly tutorials?"

The Zoom links for your tutorials are available on the Calendar page of Canvas.

"Where can I find the weekly discussion?"

The weekly discussion is available on the Discussions page of Canvas.

"How do I access Canvas?"

Visit learn.iheed.org and enter your username and password.

"Do iheed students receive a student card?"

Unfortunately, no. But we will be happy to send you a letter confirming your course enrolment upon request.

"How can I arrange payment of my course fees?"

Please direct all course fee enquires to studentfinance@iheed.org

"My Canvas login is not working. Can you help me?"

Please email studentsupport@iheed.org and our support team will help you.

"How do I set my time zone in Canvas?"

Please refer to the How to Guides available on the Resources page of Canvas.

"Who do I contact with course related queries?"

Please direct all course related queries to <u>dermatologysupport@iheed.org</u>

Frequently Asked Questions – continued

"My roll call attendance appears in the assignment and grade sections of Canvas. Does my attendance count towards my final grade?"

Your roll call attendance does not count towards your final grade. Roll call attendance is tracked as a student engagement metric and helps us here at iheed to track student progress on the course.

"The Meet the Patient simulations appear in the assignment and grade sections of Canvas. Are they assessments that count towards my final grade?"

The Meet the Patient simulations are weekly content that accompany the course topics the red face, red legs, the red all over patient, and the itchy vulva. These simulations are not assignments and are designed to help you consolidate and apply the knowledge you have learned from each individual block. The simulations appear in the assignment section of Canvas, as this is how the Canvas platform can track your simulation score.

"My tutorials appear on my Canvas calendar at the wrong time. How do I fix this?"

Please ensure that you have chosen your correct time zone on your Canvas profile, as the platform defaults to Irish/UK time. For details on how to update your time zone, please read the "Change my name, email, time zone, language" guide on the Resources page of Canvas for details on how to update your time zone. If your location is not listed in the options, choose the closest city to your location.

"What is Quercus and how do I register?"

To fully complete your enrolment on the Professional Diploma in Dermatology, you must register yourself on the RCPI Quercus registration system. To enable RCPI to print the correct name on your diploma upon completion of the course, and so you can register a preferred postal address with RCPI for your diploma to be sent to you. An announcement will be sent during induction week with all necessary details regarding registration for Quercus.

"How long will I have access to the course after the course is complete?"

Students will have access to the course for three months following the completion of the programme.