

## **ASSESSMENT EXERCISES IN ANALYSIS AND REPORT ON THE PERSON AND THEIR COMMUNITY AND WORK ENVIRONMENT**

### **THE FIRST PROJECT (1000 words):**

On the basis of closely reading the learning discussion for:

#### **1. A SOCIOLOGICAL VIEW OF HEALTH, THE ENVIRONMENT AND OURSELVES**

Undertake a sociological analysis of your own life, or of the life of another person. Explain yourself (or perhaps a parent) in the context of the environmental forces which you think have been most life formative. In regard to the analysis you might logically consider issues such as:

1. your gender
2. the key influences upon you from your family
3. their level of wealth or social status
4. their cultural, ethnic and religious background
5. key events or actions which shaped their/your personal history
6. key cultural, economic, and political forces or changes which shaped their/your environment

### **THE SECOND PROJECT:**

**The second project is due at the end of week 12  
(3000 words; a 7 minute film, website or another approved form of creative product)**

Produce an analytical report or a creative product related to yourself and/or others, which shows an awareness of the importance of a variety of different forms of evidence gathering, prior to coming to primary judgment or conclusion about a health related matter in dispute or of broader, more general concern.

Your essays/projects will be assessed on the basis of the following criteria unless an alternative and more creative approach seems more appropriate:

1. Clear structure, including an introduction, clearly organised body of discussion and conclusion
2. Level of sophistication in regard to understanding of the issues addressed
3. Clear and thoughtful expression of knowledge, analysis and ideas
4. Evidence of appropriate and sufficient reading, consultation and related good evidence gathering
5. Appropriate bibliographic technique, sentence grammar and spelling

## **HEALTH POLICY AND SERVICE DELIVERY ESSAY/PROJECT (DUE IN WEEK 8) (1000 words)**

After reading the topic areas addressed in the lecture booklet in preparation, undertake **ONE** of the exercises outlined below. Also see related discussion later. People are encouraged to work alone or in teams which may deal with one or more topics in an interrelated fashion. However, each individual's project will be marked separately.

1. Build a basic community profile using data from the Australian Bureau of Statistics such as the census. Use other relevant sources of information such as local government, related government area or ministers' website. From this and other useful data, suggest a key health problem in the community and identify any key services which have been developed to meet it. Discuss the general effectiveness of current approaches and suggest possible improvements. Imagine you are briefing a minister who is going to visit the electorate. What you tell him or her about the community and its concerns must be accurate and useful.
2. Choose a health policy which interests you and gain access to a relevant organization to find out how it has been implemented in practice. Discuss what you think are the main issues related to service provider accountability, client participation and outcome in regard to this policy and its implementation. Feel free to make suggestions for improvement.
3. Evaluate the use of performance indicators in a particular health or welfare organization with which you are familiar.
4. Read the personal opinion piece 'Madelaine, the Wronged Woman's Friend, and Me' which is outlined below. Discuss the extent to which the writer's views are consistent with any aspect of current government health policy and/or practice in which you are interested.

### **MADELAINE, THE WRONGED WOMAN'S FRIEND, AND ME**

Last week the Sydney Morning Herald reported Madeleine Albright, the outgoing U.S. Secretary of State, as saying that the sex and lies scandal that rocked Mr Clinton's presidency had no effect on foreign policy and that 'most of the people, countries that I dealt with thought we were nuts'. Personally, I side with the global majority. While most people probably agree that sex is a powerful force, it appears to be mainly U.S. residents, apparently including Bill Clinton, who view any extra-marital dabbling as automatically indefensible. Other people appear to see it as more like other forms of social contact, with a mixed potential for human pleasure and development, as well as distress and harm, even when politicians are involved. Personally, I envy Hillary Clinton. I'd much rather have been well known by a man who honestly respected my intelligence and capacity for public service and who openly acknowledged this, than well known by one who was sexually faithful but comparatively dismissive of my general ability and significance. The former

kind of respect appears to be a hallmark of the ex-president's relationship with his wife. For whatever reasons, it is a quality which is demonstrably rare in Australian public life, and also in my personal experience.

On the other hand, if citizens reserve their medals for the monogamous, it seems only natural that children brought up in such a code would feel greatly wounded by any overt parental departure from it, along with their inevitably damaged or guilty overseers. The latter might even find that offence is the best defence and that children make excellent weapons. Is the U.S. obsession with monogamy the legacy of belief in a single, jealous God; a culturally uncharacteristic ambivalence about market relations; or indicative of a non-European preference for guns before sex, rather than butter? (On no account justify your response, as you will find a multiple choice cross is much easier on both of us.) Would community interests be better served by encouragement of more open ended and less adversarial inquiry into a wider range of human behaviours which might appropriately balance personal responsibility, desire, autonomy and compassion? Might this lead to wider considerations about spirituality, such as how the body might be related to a temple? Could it even be healthier - or am I just hopelessly old fashioned?

Like the Australian Prime Minister, my childhood was spent in the Methodist religion. I theoretically rejected the elevation of monogamy *uber alles*, when the sixties began to swing. An early memory is of being a student and making some money by posing nude for a young man in a wheelchair who painted with a brush held in his mouth. He had advertised for a model on the university notice board and lived in a poorer Brisbane suburb. His mother welcomed me and left his room while he painted. Afterwards I was ashamed of taking what I thought was a high price for the job, from someone who obviously had little money for himself. I thought a better person might have offered an appropriate free sexual service as part of the package, since I felt the painter could have welcomed this. It seemed to me that neither my society nor I were very generous, outgoing, informed or empowered. Today, as a university lecturer in a health sciences faculty, I ponder why sex workers should not be able to have their work experience recognised towards an appropriate tertiary qualification in a health related profession such as psychologist. In sexual, as in many other matters, experience may possibly be the best teacher, although other job qualifications like relevant theoretical knowledge, honesty, and commitment to the client and public interest are obviously also of vital importance.

Feminism seems to me to have transmogrified over the years into an ideology which often over-values career advancement for its own sake, whilst equating inequality or change in personal relationships with inevitable harm or loss, rather than with any potential for the improved management of general wellbeing. It has always seemed to me unreasonable to demand another's exclusive sexual and emotional attention, even though I have certainly been guilty of this. I have personally viewed the normal expectations of marriage as rather like being expected to study Marx forever, foreswearing all neoclassical and other economists, or like arguing that parents should only ever have one child because loving two would be impossible, or just too unkind to the first. I think that becoming a mother helped me to distinguish better between caring about another person and needing their support. Now older and living alone, I feel very grateful to the man who agreed to father our child,

but also grateful to other lovers and friends who lived at our place over a quarter of a century. I think that our daughter learned from this that there are many different ways that women and men can be happy and try to improve their behaviour. Between consenting adults and in the big scheme of things, sex seems not to be the main game. The U.S., of course, is another country.

## **GENERAL ASSESSMENT CRITERIA**

1. Clear structure, including an introduction, body of argument and conclusion
2. Level of sophistication in regard to understanding of the issues addressed
3. Clear and thoughtful expression of knowledge, analysis and ideas
4. Evidence of wide reading and the effective use of good evidence
5. Bibliographic technique, sentence grammar and spelling (Do a spellcheck)

## **FURTHER EXPLANATION RELATED TO QUESTIONS**

### **Assessment 2: Choose a health policy and find out how it has been implemented in practice in a relevant organisation.**

In a democracy all organisations are expected to operate within the law. A policy is an official statement of organisational expectation, intent or direction, which may or may not be directly or primarily based on law. Law is the strongest form of social policy, in that it represents the minimum standard of community expectations, and accordingly there is ideally some punishment for ignoring it. On the other hand, a lot of law may be overwhelming, unclear, conflicting or apparently irrelevant to the situation, so one needs to use common sense and evidence about the related economic, social and environmental context to come to a conclusion about any matter.

The principal aim of business is to make a profit. The principal aim of government is ideally to regulate society on behalf of citizens or to provide a related service, sometimes in competition with the private sector service provider (e.g. in child care centres, schools and hospitals).

In democratic government, the elected politicians commonly make policy and public servants or related service managers administer it. The clear separation of policy making and its implementation is essential in order to gain effective transparency or openness, which is required for any reliable comparison of service outcomes, whether the services are delivered by the public or the private sector.

You should interpret the concept of health policy in its most broadly environmental, social and holistic sense. This does not necessarily require a medical focus on hospital or matters directly related to physiology. In democratic government is elected by the people and sets its standards. You must therefore start your health policy exercise by getting your policy of choice from an appropriate government department or a suitably eminent independent expert organization (e.g. National Health and Medical Research Council (NHMRC)), not from an individual organization which does not have this broader degree of social

legitimacy. You may then see how the socially or expert approved policy is being applied in the relevant organization.

This essay focuses on how a required social standard is expected to be implemented and whether this occurs in practice. A government policy or law is a 'standard' in the sense that it ideally reflects broadly approved social expectations. A policy or 'standard' written by members of an organization such as Standards Australia, reflects the consensus of relevant experts. Each of these sources has their separate but ideally closely related forms of legitimacy, which should be increasingly based on relevant and broadly collected evidence about any matter under discussion.

You must find a real workplace and see how it is implementing the health policy of your choice. Do not start the exercise with the policy of the workplace! The policy source, which is your primary reference, must be broader and more authoritative than that because you are primarily interested in whether and how expected health or related social standards are being maintained. Maybe the workplace you choose to inspect does not know the standard requirements, or implements them differently from the expected norm. Is the way they do it better to achieve the social, environmental and economic goals?

First describe the aims and basic implementation requirements of the policy or law you are interested in. You may consider a total social policy, for example from a government website, or a small portion of it. The policy implementation discussion has two primary aspects. The first aspect is a consideration of how management is held accountable (responsible) for implementing the policy. For example, if the organizing is ignorant of the apparently relevant policy is anybody ever likely to know or care and how much does it matter?

Perhaps the relevant organization of your choice has the policy you are concerned about somewhere in a drawer and can dig it out when you call. You need to differentiate between this and more active evidence of its implementation. For example, an essay based on public relations style chats with people inside an organization is less satisfying than an essay in which more convincing evidence of policy implementation is provided.

The second aspect of your consideration of policy implementation is whether there is a chance for policy input and service feedback by those for whom the policy and related service has ideally been developed. Do the service consumers (as well as the providers) have an input to the service development, delivery and evaluation process, or are they merely the mute recipients of direction?

You then critically evaluate what you have found in regard to the organization and the policy. Perhaps the organisation is not following the policy, but is doing something better. If this is happening, in your view, make sure you point it out, along with your justification for its support. Such a critical perspective should be part of the process of better policy development. We do not seek to breed mindless slaves to authority.

**Assessment 3:** Evaluate the use of performance indicator/s in a particular health or welfare organization.

Good managers try to measure the organisational performance effectively with a view to improving it. A performance indicator is a measure of performance, and ideally should provide information on whether the organisation is achieving its primary aims well. For example, one might want to measure:

- the cost of providing a particular service that is central to the organization
- the accessibility of the service to particular consumers or communities
- the quality of the service, and/or its outcome
- the timeliness of the service provision, etc. etc.

It is often hard to devise helpful performance indicators that can effectively tell an organisation how well it is achieving its key aims. Perhaps start your essay by reading and thinking about some background literature on performance indicators. You might find some in your area of interest. The best essays will use this information to assist their final evaluation of the organization and the performance indicator or indicators that it is using that you have chosen to discuss.

You must find an organization and evaluate their use of some key performance indicators. It is up to you how many performance indicators you choose to discuss. You are asking the question ‘How does this organization measure what it does?’ and then providing the answer and a related evaluation of the value of the measure and/or the organisation. Do not be vague. Also be aware of whether and how performance indicator/s you focus on might be related to the requirements of legislation or related policy. (See discussion of earlier essay topic.)

Never repeat that organisation x is doing a wonderful job simply because somebody working there tells you that it is. However, evidence may come in many forms and you do not need to have any special reverence for the quantitative.

**Assessment 4:** Read the personal opinion ‘Madelaine, the Wronged Woman’s Friend, and Me’.

This essay is hard. The written piece you are asked to evaluate from a policy perspective is a purely personal expression of an individual’s social, moral and therefore political viewpoint. It is a view which is probably atypical as well. The piece is primarily a critique of the traditional Christian view of monogamy, especially as it has often been expressed in the context of a developed market economy.

Please note that the critique you are asked to make of this personal expression is not easy. Yours must be a response which is not primarily personal, but one which is informed by an understanding of how far any aspect of the writer’s personal views can be accommodated by an aspect of government policy relevant to the discussion. The writer of the piece has views about sexual expression which appear socially atypical. You must understand the

extent to which such views can be accommodated within the current policy and related health context of your choice. This means you need to know about current policy and health matters relevant to the writer's views. You should use this knowledge for an evaluation of the policy and/or the views of the writer.

It may be important to provide a health or ethically related critique in your discussion. However, this needs also to relate closely to one or more relevant policy areas which have been addressed in a purely personal sense by the writer (e.g. disability policy; sexual health policy; child and family policy; multicultural or immigration policy, higher education policy, or another policy). Do not go off on a tangential rave about some area of policy apparently unrelated to the writer's views. Alternatively, do not go off on a rave about the moral wickedness or otherwise of the writer without providing a supporting policy or evidence related justification.

**PLEASE KEEP AS CLOSELY AS POSSIBLE TO 1000 WORD LENGTH.**

No ministerial briefing paper would be longer than 1000 words. The length is quite reasonable and the art of good writing is often through obtaining greater clarity by cutting unnecessary words. Read and polish and cut. Read and polish and cut. Etc.

### **INFORMATION AND ASSESSMENTS FOR COMMUNITY HEALTH PROMOTION AND WORKPLACE RISK MANAGEMENT PROJECTS**

The way I taught health risk management in communities and at work for eleven years is consistent with requirements of health promotion, as outlined in key publications such as 'Better Health Outcomes for Australians' (Commonwealth Department of Human Services and Health, 1994) and also with those of state Occupational Health and Safety (OHS) acts. The baseline data for health promotion is usually derived from hospital stays and death statistics, from which community health problems (heart and respiratory diseases, cancers, accidents, mental health problems such as suicide, etc.), are identified before setting goals, targets and strategies to reduce them throughout communities.

Supplemented by workers compensation claims, such health statistics currently make the main contribution to the Australian analysis of acute and chronic health problems in community and workplace settings, but their limitations must also be recognized.

Work may explain the health problems in communities and in related natural environments. Since the 1960's, the development of the Australian national reserve system has been based on the biodiversity related principles of comprehensiveness, adequateness and representativeness (CAR). These international scientific principles are directly related to the development of the Interim Biogeographic Regionalisation of Australia (IBRA) system which divides Australia into 85 distinct biogeographic regions and 403 sub-regions. IBRA provides a scientific land planning framework and tool which should aid development proposal evaluation and the realization of the CAR principles in the related development of all national and regional planning for more sustainable development.

## **HEALTH PROMOTION AND RELATED BUDGET PROGRAM FOR A PARTICULAR COMMUNITY**

**Aim:**

To develop a health promotion and related budget program for a particular community, after having identified a major risk to health in that community and a project to deal with it.

### **Execution:**

You should use a wide variety of information sources drawn from those contained in this subject outline or elsewhere.

Your project should be approximately 3000 words long and follow the steps below:

1. Clearly describe the environmental context in which the health need will be identified, and the health promotion program will be planned and take place (e.g. all the people of a particular Australian state or local government area; particular ethnic group in a suburb; health/welfare service client group, etc.).
2. Discuss in context the variety of data that you have analysed in order to help you decide that the particular health promotion program that you will develop is an important priority for the target population.
3. Briefly discuss the individuals or groups in the community who would be most appropriate for you to consult in regard to the development and implementation of your health promotion program.
4. Establish the aim of your program in the light of the goals of the organisation for which you are working and the data you have available about community health needs.
5. You may need objectives to support your aim. These are more specific sub-sets of your aim.
6. Clearly discuss the implementation strategies you will use to achieve your aim/objectives and include a time frame related to their implementation.
7. Discuss the performance indicators that you will use to evaluate whether the goals of your completed program have been achieved.
8. Develop a budget for all the costs involved in carrying out your program. This will mainly involve estimating the cost of the labour and materials involved. Make clear how you arrive at your conclusion.



9. Include a complete reference list of all the information sources you have used.

## **DEVELOP A RISK MANAGEMENT PROJECT FOR A WORKPLACE**

Develop a risk management program for a particular workplace with which you are familiar as a result of the prior identification and prioritization of hazards found at the workplace, in order to control them better through your project. To understand and apply risk management principles the Australian and New Zealand Risk Management Standard (AS/NZS 4360: 1999) Risk Management approach is taken. The main elements of this approach are described below:

**THIS RISK MANAGEMENT APPROACH FIRST DESCRIBES THE WORK CONTEXT IN ORDER TO CONSULT AND COMMUNICATE WITH ALL RELEVANT PEOPLE ABOUT HOW TO PRODUCE WORK IMPROVEMENT THROUGH THE PROCESS OF IDENTIFYING, ANALYSING AND EVALUATING RISKS IN ORDER TO TREAT AND SO REDUCE THEM.**

The work environment may produce risks to workers, customers or clients, the surrounding community or natural environment. This project deals with risks produced for workers, but think as broadly as possible to ensure the business flourishes.

You should first meet with the most highly relevant work manager for permission to describe the organization and the work process it undertakes very clearly, so as to understand and prioritize the hazards involved in production later. Your analysis should address the health management systems which exist at the workplace. If there are none, you should make recommendations in your later project to set up some appropriate ones. The major task of the exercise is to develop a project with the aim of controlling key risks. This must be done cost-effectively or your project is not realistic.

**1. Establish the context in which work takes place.** What is produced and how? How many workers are involved in the production? What do they do? (Describe the product development chain and the materials and processes used in production in order to identify the most dangerous operations and the groups of workers engaged in them.)

**2. Identify the risks of production:** As a result of examining data related to the production process in your workplace – (eg. workers compensation claims, sick leave records) and as a result of talking to managers, workers and walking around the establishment to understand it, you should list all the hazards you have found, prior to prioritizing them for treatment. You should also understand the hazards of the particular workplace by reading widely about hazards which are common in organizations and industries similar to the workplace you are examining. (For example, do risks which you have read are normally found on construction sites occur on the one you are examining?)

**3. Analyse the risks of production:** Find out about any existing risk controls (risk management systems) and analyse the risks of production in terms of their consequences

and the likelihood of their occurrence. The analysis should consider the range of potential consequences and how likely those consequences are to occur. The consequences of injury (on a scale of 1-5) and their likelihood (on a scale of 1-5) may be combined to produce an estimated level of risk on a scale of 1-5.

#### **4. Evaluate the risks in order to treat them:**

**List all the hazards you have found in order to prioritize the risks according to their severity and likely frequency on a 5 point scale.** A very severe risk is a risk of death or permanent disability and ill health. A mild risk is where injury would necessitate first aid. Ask also whether the risk is very likely, likely, unlikely or very unlikely to cause injury.

A frequent risk (such as repetitive lifting) may appear to be a comparatively low level risk, but because it is frequent it may eventually result in chronic injury for many people. As you list hazards and evaluate them according to their severity (1-5), and their likelihood of injuring someone (1-5) write down what could be done to lessen the risk.

#### **5. Treating the risks**

Beware of being unrealistic in regard to your recommendations about how to fix problems. There are four key ways to eliminate a hazard and the business must be able to afford to undertake the treatment. Think creatively about whether a hazard may be removed by **eliminating** it. (For example, putting in exhaust fans or lifting equipment to deal with fumes on one hand and back strain on the other). Perhaps a hazard may be reduced by **substituting** a less hazardous production material for the one currently in use. (For example, use a less dangerous chemical than the current one which is being used.) If you cannot eliminate the hazard or change the equipment or materials think about better ways the work could be done. (For example, change daily routines so keyboard operators have breaks from their keyboards to do other duties). If you cannot **change the work methods** to reduce the hazard, you may use **personal protective equipment**.

#### **WRITE THE RISK MANAGEMENT PROJECT AS A RESULT OF HAVING CLEARLY UNDERTAKEN 1-4 OF THE STEPS BELOW:**

1. Establish the context
2. Identify the risks
3. Analyse the risks
4. Evaluate the risks
5. Treat the risks

If the workplace has no clear systems for identifying and treating risks you should recommend some workable ones as part of your project to treat risks (Step 5 above). Your written project asking for funds to implement a risk management program should incorporate description of all the above steps under clear headings so the report and recommendation for related expenditure is clear.

1. Describe the ORGANIZATION, the WORK it undertakes, the WORKERS and the OHS management systems
2. Outline the HAZARDS involved in production and identify, analyze and evaluate the related risks, as discussed earlier
3. Describe your risk management program AIMS (supported where necessary by OBJECTIVES and/or targets)
4. Describe the STRATEGIES WHICH YOU PROPOSE TO IMPLEMENT in order to control the risks you have identified. (Think practically about what to do to fix problems and describe you propose should be done.)
5. (Describe any MILESTONES, (expected time frames for completion) related to the implementation of the strategies you suggest.
6. Describe the PERFORMANCE INDICATORS you will use to evaluate the outcome of your program
7. Estimate the COST of your program to the organization.

Communication and consultation are also essential, especially throughout the establishment stages of the process. Monitoring and review are also vital, especially during the procedural stage and after completion of the project.

## **BROAD PROGRAM AND PROJECT PLANNING AND EVALUATION**

Those engaged in trade are ideally defined simply, consistently and clearly, in related industry and community contexts, unless another course of action is appropriate for good reason. The Australian and New Zealand Standard Industrial Classification (ANZSIC) and related occupation classifications are based on international classifications designed to assist the process of more scientific management. Ideally, ANZSIC classifications should be incorporated into all industry management and related scientific practices unless there appears to be good reason to do otherwise.

The United Nations (UN) and its key agencies, the World Health Organization (WHO), the International Labor Organization (ILO) and the UN Education, Scientific and Cultural Organization (UNESCO) define a community as:

- a. a group of people with common interests who interact with each other on a regular basis; and/or
- b. a geographical, social or government administrative unit

The types of categorization outlined above ideally create a regional and organizational planning framework in which all economic, social and related environmental goals may be more rationally and openly pursued and their processes and outcomes compared through the balanced application of clear key legislative aims and the evaluation of all related regional and organizational practices.

Broad program and project planning and evaluation should be primarily undertaken from regional and related industry and community perspectives which seek economic, social and environmental goals. The aims and key requirements of related legislation should be openly and flexibly applied and evaluated in such regional industry and community contexts to obtain the best balance of outcomes, not be driven prescriptively in their own right. To do otherwise is bureaucratic madness because the broad reach and complexity of Victoria's framework of environmental regulation alone, indicates 43 environmental acts and over 9000 pages of related legislation. This cannot be rationally addressed in isolation from the related geographical, industry and community contexts in which it is ideally applied as openly, flexibly and scientifically as possible, along with other legislation relevant to the context, to achieve all key goals competitively. The lawyer's perspective pursues a single piece of legislation made increasingly stupid over time, which is often far from sensible.