



Australian Government

Department of Education, Employment and Workplace Relations

ACMFAR304A Respond to emergencies and apply essential first aid in the equine industries

Release: 1

ACMFAR304A Respond to emergencies and apply essential first aid in the equine industries

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	<p>This unit of competency covers the processes of recognising and responding to emergencies and implementing a range of life support measures across a broad spectrum of situations/incidents.</p> <p>This unit forms part of the requirements of the trade qualification for farriery.</p>
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Application of the Unit

Application of the unit	<p>This unit is applicable to those working in the equine industries where it may be necessary to recognise and respond to emergencies and to apply first aid to both humans and to horses.</p> <p>In addition to legal and ethical responsibilities, all units of competency in the ACM10 Animal Care and Management Training Package have the requirement for animals to be handled gently and calmly. The individual is required to exhibit appropriate care for animals so that stress and discomfort is minimised.</p>
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Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units	

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
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Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.	Performance criteria describe the performance needed to demonstrate achievement of the element. Where bold italicised text is used, further information is detailed in the required skills and knowledge section and the range statement. Assessment of performance is to be consistent with the evidence guide.
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Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Prepare for emergency situations	<p>1.1. Appropriate actions are taken to maximise safety and minimise health hazards in the workplace.</p> <p>1.2. Options for action in case of <i>emergency situations</i> are identified and evaluated.</p> <p>1.3. Organisational emergency procedures and policies are implemented as part of <i>workplace procedures</i>.</p> <p>1.4. <i>Occupational health and safety (OHS) procedures</i> and safe work practices are applied to the selection of <i>personal protective equipment</i> to suit the emergency situation.</p> <p>1.5. Regular checks of the workplace are carried out to minimise potential hazards.</p> <p>1.6. Emergency procedures are carried out as required by established workplace procedures.</p> <p>1.7. Selected safety equipment and aids required for emergencies are stored and maintained in good order.</p> <p>1.8. Near misses and potential hazards are reported to supervisor and/or documented according to enterprise guidelines.</p>
2. Implement fire protection and control on site and in the workshop	<p>2.1. Fire hazards in the workplace are minimised as specified, along with any hazardous fuelling procedures.</p> <p>2.2. Appropriate fire extinguishers and firefighting equipment must be used in fire situations, and appropriate authorities notified according to established procedures.</p> <p>2.3. Evacuation procedures and nominated assembly points are followed according to enterprise plans and policy.</p> <p>2.4. Specific safety procedures for the handling and use of <i>industrial gases</i> are carried out in line with standard industry practice and regulations.</p>
3. Evaluate the emergency	<p>3.1. Emergency and potential emergency situations are recognised and assessed promptly.</p> <p>3.2. Advice from <i>relevant people</i> is sought in evaluating the emergency.</p> <p>3.3. The possible development of the emergency is assessed and evaluated, along with assessment of further potential hazards to staff, clients or animals.</p> <p>3.4. Emergency needs are prioritised promptly and accurately, including needs for assistance.</p>
4. Act in an emergency	<p>4.1. The plan of action is implemented using techniques appropriate to the situation, available resources and</p>

ELEMENT	PERFORMANCE CRITERIA
	<p>abilities.</p> <p>4.2. Equipment is operated safely, and where necessary, improvising equipment and techniques.</p> <p>4.3. Strategies for group control are established and implemented, including removal of personnel, clients, animals and others from danger.</p> <p>4.4. The condition of all staff, animals and others is monitored on a constant basis.</p> <p>4.5. Information required to assist emergency services is acquired and documented.</p> <p>4.6. Emergency services are notified as necessary.</p> <p>4.7. The plan of action is changed to accommodate changes in situational variables.</p> <p>4.8. Casualty evacuation methods are demonstrated as relevant to the context.</p> <p>4.9. Organisation procedures and policies are implemented correctly in the event of a major injury or death.</p>
<p>5. Apply essential first aid techniques</p>	<p>5.1. Immediate risk to self and casualty's health and safety is minimised by isolating the hazard.</p> <p>5.2. The casualty's injuries and vital signs are assessed.</p> <p>5.3. The casualty is reassured in a caring and calm manner and made comfortable using available resources.</p> <p>5.4. First aid is provided in accordance with established first aid procedures.</p> <p>5.5. First aid assistance is sought from others as appropriate.</p>
<p>6. Apply essential first aid techniques to horses</p>	<p>6.1. Signs of common illnesses or diseases of horses are recognised and reported.</p> <p>6.2. Indicators of abnormal system function and vital signs of horses are recognised and reported.</p> <p>6.3. Horses are calmed and restrained prior to first aid assessment.</p> <p>6.4. First aid policy and procedures are followed, with respect to obligations of owners, regulations and duty of care.</p> <p>6.5. Principles of first aid procedures relating to injury or accident are applied.</p> <p>6.6. A policy and system of referral of injury treatment and emergency care is followed and contributed to.</p>

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

This section describes the skills and knowledge required for this unit.

Required skills

- adhere to OHS and animal welfare legislation, regulations and codes of practice
- avoid/control escalation of emergency
- catch, handle and restrain horses in a safe and humane manner
- deal with contingencies
- evaluate emergency, develop and implement a plan of action
- maintain the highest standards of hygiene and infection control at all times to reduce the risk of infection and cross-infection
- operate communication equipment as appropriate
- provide first aid care to humans and horses
- recognise and respond appropriately to a range of horse behaviours
- literacy skills to read and follow organisation policies and procedures, including OHS and emergency procedures
- oral communication skills/language to fulfil the job role as specified, including questioning, active listening, asking for clarification and seeking advice when required
- problem-solving skills to anticipate horse behaviour and take appropriate action
- use safe manual handling techniques and/or equipment
- use safe waste handling and disposal procedures
- work as part of a team.

Required knowledge

- common illnesses and injuries to horses
- emergency network and local call procedures
- enterprise plan and evacuation procedures
- factors which might influence a range of horse behaviours
- first aid procedures for humans and horses
- OHS legislative requirements and codes of practice
- organisation and legal policies and procedures to deal with an accident/incident
- purpose of using different items of handling gear and appropriate personal protective equipment
- safe work practices
- vital signs and warning signs in horses.

Evidence Guide

EVIDENCE GUIDE	
<p>The Evidence Guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.</p>	
Overview of assessment	
Critical aspects for assessment and evidence required to demonstrate competency in this unit	<p>The evidence required to demonstrate competence in this unit must be relevant to workplace operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit. Assessors should ensure that candidates can:</p> <ul style="list-style-type: none"> • prepare for, evaluate and act in emergency situations • implement fire prevention and control on site and in the workshop • apply essential first aid techniques to humans and horses. <p>The skills and knowledge required to respond to emergencies and apply essential first aid in the equine industries must be transferable to a range of work environments and contexts and include the ability to deal with unplanned events.</p>
Context of and specific resources for assessment	<p>Assessment of this unit is to be practical in nature and will be most appropriately assessed in worksites, where routine farriery tasks are performed, or in a situation that reproduces normal work conditions.</p> <p>There must be access to a range of emergency situation case studies and situations requiring first aid for analysis and response as well as first aid equipment and other materials and/or resources to enable one to demonstrate competence.</p>
Method of assessment	<p>To ensure consistency in one's performance, competency should be demonstrated, to industry defined standards, on more than one occasion over a period of time in order to cover a variety of circumstances and where possible, over a number of assessment activities.</p> <p>The assessment strategy must include practical skills assessment. Suggested strategies for this unit are:</p> <ul style="list-style-type: none"> • written and/or oral assessment of candidate's required

EVIDENCE GUIDE	
	<p>knowledge</p> <ul style="list-style-type: none">• observed, documented and first-hand testimonial evidence of candidate's application of practical tasks• simulation exercises that reproduce normal work conditions• case study analysis• third-party evidence• workplace documentation• portfolio. <p>This unit may be assessed in a holistic way with other units of competency relevant to the industry sector, workplace and job role.</p>
Guidance information for assessment	<p>Assessment methods should reflect workplace demands (e.g. literacy and numeracy demands) and the needs of particular target groups (e.g. people with disabilities, Aboriginal and Torres Strait Islander people, women, people with a language background other than English, youth and people from low socioeconomic backgrounds).</p>

Range Statement

RANGE STATEMENT

The range statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Bold italicised wording, if used in the performance criteria, is detailed below. Essential operating conditions that may be present with training and assessment (depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts) may also be included.

<p><i>Emergency situations</i> may include:</p>	<ul style="list-style-type: none"> • fire • fuel spillages • hazardous releases: <ul style="list-style-type: none"> • biological • chemical • gases • injuries to animals or humans • machinery or equipment failure • medical emergencies.
<p><i>Workplace procedures</i> may include:</p>	<ul style="list-style-type: none"> • activity-specific rescue techniques • administering of first aid • assistance to injured team member • clean up • containment • control of fire • emergency procedures in place in a horse establishment • evacuations • prevention of escalation of risk • retrieval of team member • search procedures: <ul style="list-style-type: none"> • search of likely routes followed • systematic search • voice or whistle contacts • use of isolating equipment.
<p><i>OHS procedures</i> may include:</p>	<ul style="list-style-type: none"> • safe work method statements covering: <ul style="list-style-type: none"> • emergency services and other contact numbers for people and horse emergencies • evacuation procedures for people and horses • exposure to noise, dust, skins and eye irritants

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	<ul style="list-style-type: none">• handling horses with due regard to their temperament, age and status• identifying and reporting potential safety hazards and identifying options for minimising risks• keeping tools and equipment in safe working order• using appropriate manual handling techniques• using personal protective equipment• working with a possible quarantine or biohazard risk• working with hazardous items (e.g. electricity, heat, gas and other flammables).

RANGE STATEMENT	
<i>Personal protective equipment</i> may include:	<ul style="list-style-type: none"> • boots • breathing apparatus • firefighting protective clothing • gloves • helmets and hardhats • protective clothing • protective hose lines or sprays • safety eye washes • safety showers.
<i>Industrial gases</i> may include:	<ul style="list-style-type: none"> • acetylene • anhydrous ammonia • carbon dioxide • compressed and liquefied fuel gases • nitrogen • oxygen.
<i>Relevant people</i> may include:	<ul style="list-style-type: none"> • Animal Health Australia coordinators • Department of Agriculture staff • emergency services people • fire wardens • managers • OHS officers • police • race meeting or competition stewards • veterinarians and RSPCA inspectors • workplace first aiders.
<i>Information required</i> may include:	<ul style="list-style-type: none"> • address • chemical hazards on site • contact phone numbers of property owner and manager • emergency equipment and location • number and type of animals • power fusebox or shut off point • property access points • type of emergency • water sources.
<i>Emergency services</i> may include:	<ul style="list-style-type: none"> • Ambulance Service • Fire Brigade and non-metropolitan fire services • Land Management Authorities (e.g. National Parks and Forestry) • Police Search and Rescue

RANGE STATEMENT

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| | <ul style="list-style-type: none">• State Emergency Service. |
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RANGE STATEMENT	
<i>Situational variables</i> may include:	<ul style="list-style-type: none"> • a change of plan may be required due to: <ul style="list-style-type: none"> • danger of explosion • disease outbreak • involvement of additional persons or horses • loss of communications • spread of fire or flood water • threat to adjoining areas.
<i>Hazards</i> may include:	<ul style="list-style-type: none"> • biological • chemical • climate or weather • competition or pleasure riding/driving accident • electrical • electrical situations • explosive • fire, gas and fumes • loose horses • mechanical • nuclear • proximity of other people • psychological • security related • structural • thermal • vehicles and machinery • wildlife situations.
<i>Injuries</i> may include:	<ul style="list-style-type: none"> • some injuries that occur around horses: <ul style="list-style-type: none"> • bites, kicks and crushes • burns • cuts, abrasions and wounds • motor vehicle or machinery accident • manual labour accident • body systems that may be affected include: <ul style="list-style-type: none"> • cardiovascular • metabolic • respiratory • skeletal and soft tissue.
People to whom illness and disease should be <i>reported</i> may	<ul style="list-style-type: none"> • employer • horse owner or person responsible

RANGE STATEMENT	
include:	<ul style="list-style-type: none">• veterinarian• Animal Health Australia staff• race or competition steward.

RANGE STATEMENT	
<p><i>Indicators of abnormal system function and vital signs</i> may include:</p>	<ul style="list-style-type: none"> • abnormal system function: <ul style="list-style-type: none"> • absence of sweat related to exercise • brown or red urine • change in eye colour • choking • coughing • diarrhorrea • elevated temperature, pulse or respiration • excessive drinking • excessive urination • favouring a leg • heat • inappetence • lameness • nasal discharge • no faeces produced • pawing at the ground • reluctance to move • rolling • slow skin rebound • sudden stopping during exercise followed by reluctance to move or muscle stiffness • sweating unrelated to exercise or weather conditions • swelling • vital signs include: <ul style="list-style-type: none"> • temperature • pulse • respiration • skin rebound • mucous membrane colour.
<p><i>First aid policy and procedures</i> may include:</p>	<ul style="list-style-type: none"> • enterprise policy and procedures will identify persons qualified to provide first aid • contact details for veterinary clinic, farrier and others who should be advised • people identified who can provide first aid • process for reporting incidents and symptoms that may require first aid • evacuation and emergency plans:

RANGE STATEMENT	
	<ul style="list-style-type: none"> • quarantine and biosecurity procedures • reporting procedures • roles to be played by relevant personnel in an emergency.
<i>Regulations</i> may include:	<ul style="list-style-type: none"> • prevention of cruelty to animals • animal welfare • OHS • quarantine and animal health.

Unit Sector(s)

Unit sector	Farriery
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Competency field

Competency field	
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Co-requisite units

Co-requisite units		