



**Australian Government**

**Assessment Requirements for ACMVET512  
Develop and implement specific practice  
policies**

**Release: 1**

# Assessment Requirements for ACMVET512 Develop and implement specific practice policies

## Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 2.0.

## Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that the individual has developed and implemented specific practice policies, including:

- researched and developed two new practice policies
- reviewed and updated a minimum of two practice policies, one of which must relate to work health and safety
- implemented a minimum of one new or revised policy.

## Knowledge Evidence

An individual must be able to demonstrate the knowledge required to perform the tasks outlined in the elements and performance criteria of this unit. This includes knowledge of:

- information relevant to preparing and developing practice policies, including:
  - Australian Veterinary Association (AVA) guidelines and codes of practice
  - organisational workplace health and safety risk management programs
  - relevant work health and safety hazard identification, risk assessment and control measures
  - the handling and disposal of biological wastes
  - the handling, use, storage, transport and disposal of chemicals
- policies relevant to a veterinary practice, including:
  - professional services
  - human resource management
  - nursing care
  - office procedures
  - workplace health and safety
  - security
- communication techniques relevant to relaying practice operations and policies to staff

- staff training techniques relevant to policy development and dissemination
- policy development and review processes
- relevant legislation, regulations, codes of practice and current practice policies
- techniques to monitor staff understanding and compliance to practice policies.

## Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
  - in the workplace or an environment that accurately reflects a veterinary practice
- specifications:
  - access to organisational policies and procedures, current legislation, regulations and relevant codes of practice.

Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.

## Links

Companion Volumes, including Implementation Guides, are available at VETNet: -  
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103>