



Australian Government

Department of Education, Employment and Workplace Relations

ACMCAN309A Develop institutional husbandry guidelines

Revision Number: 1

ACMCAN309A Develop institutional husbandry guidelines

Modification History

Not applicable.

Unit Descriptor

Unit descriptor	<p>This unit of competency covers the process of researching, consulting with others and writing institutional husbandry guidelines for a particular species.</p> <p>No licensing, legislative, regulatory or certification requirements apply to this unit at the time of publication.</p>
------------------------	---

Application of the Unit

Application of the unit	<p>The unit is applicable to wildlife animal keepers or carers who are expected to perform tasks under supervision.</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>
--------------------------------	---

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Prerequisite units		

Prerequisite units		

Employability Skills Information

Employability skills	This unit contains employability skills.
-----------------------------	--

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.
---	--

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
1. Write institutional husbandry guidelines	1.1. Need for <i>husbandry guidelines</i> and additional notes are agreed upon in consultation with supervisors. 1.2. <i>Information</i> relevant to the species to be included or referenced in the guidelines is researched. 1.3. Draft of guidelines is prepared in accordance with institutional policies and procedures and <i>occupational health and safety (OHS)</i> requirements. 1.4. Draft of guidelines is circulated within the institution for comment and revised accordingly. 1.5. Final document is produced and distributed in accordance with institutional policies and procedures.
2. Review and maintain husbandry guidelines	2.1. Information in the guidelines is monitored for accuracy, relevance and currency. 2.2. Guidelines are updated and improved in consultation with relevant personnel. 2.3. New information to be included in guidelines is disseminated to staff. 2.4. Guidelines are stored in accordance with institutional policies and procedures.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- research and analyse information
- follow institutional policies and procedures
- operate appropriate species management databases
- use word-processing software
- literacy skills to read and implement institutional policies and procedures, including OHS and waste management; interpret data; record accurately and legibly information collected; and select and apply procedures to a range of defined tasks
- communication skills/language to fulfil the job role as specified by the institution, including questioning techniques, active listening, asking for clarification from supervisors and consulting with supervisors and other staff
- numeracy skills to estimate, calculate and record routine workplace measures
- interpersonal skills to work with and relate to people from a range of cultural, social and religious backgrounds
- problem-solving skills to use available resources and prioritise daily tasks
- write husbandry guidelines following institutional standard format and citation procedures.

Required knowledge

- animal husbandry guidelines requirements
- biology and husbandry of animals in a captive animal environment
- database programs for recordkeeping and data analysis
- genetic principles for the management of captive animal populations
- institutional policies and procedures, including OHS
- principles of animal welfare and ethics
- regional and institutional collection plans and policies
- relevant federal, state or territory legislation and codes of practice
- report formats for husbandry guidelines
- research methods and facilities
- species stocking policies.

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"> • research, collate and analyse information relating to a particular species • discuss and collaborate with team members on the development and maintenance of the guidelines. <p>The skills and knowledge required to develop institutional husbandry guidelines 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 a captive animal workplace or in a situation that reproduces normal work conditions.</p> <p>There must be access in either situation to the appropriate equipment 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 knowledge • observed, documented and first-hand testimonial

EVIDENCE GUIDE	
	<p>evidence of candidate's application of practical tasks</p> <ul style="list-style-type: none"> • simulation exercises that reproduce normal work conditions • third-party evidence • workplace documentation (e.g. research and guidelines 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>Husbandry guidelines:</i></p>	<ul style="list-style-type: none"> • may be documents, usually at an institutional level, that provide information on species management including: <ul style="list-style-type: none"> • maintaining, displaying and breeding a species in captivity • should encourage readers to access additional information by referencing published data • husbandry guidelines differ from Husbandry Manuals in that they refer to the specific management of the species within the said institution rather than all institutions in a region/program.
<p><i>Information</i> that may be researched includes:</p>	<ul style="list-style-type: none"> • artificial incubation and/or rearing of the animal group • behaviour • feeding requirements • general husbandry • health requirements • housing, handling and transport requirements • taxonomy and natural history • relevant references.
<p><i>OHS</i> risks to consider when developing guidelines may include:</p>	<ul style="list-style-type: none"> • animal bites, envenomation, kicks, scratches and crush injuries • biological hazardous waste and sharps disposal • handling of chemicals and medicines • gas leakage • inhalation of aerosol particles • intraocular contamination • manual handling, including carrying, lifting and shifting • needle pricks and cuts from other sharps • release of infective agents (animal and human) • slippery or uneven work surfaces • zoonoses.

Unit Sector(s)

Unit sector	Captive animals
--------------------	-----------------

Competency field

Competency field	
-------------------------	--

Co-requisite units

Co-requisite units		