



Australian Government

RGR Racing and Breeding Training Package

Release: 1.0

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<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGR20117 Certificate II in Racing (Greyhound)

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Qualification Description

This qualification reflects the role of individuals who are beginning their careers in the greyhound industry and/or work in one specific area. These individuals undertake a broad range of tasks related to the care and welfare of greyhounds. They work under direction on most occasions but are also able to act autonomously in certain situations that require solutions to a limited range of problems or working as part of a team.

Licensing, legislative, regulatory or certification requirements may apply to this qualification. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

To achieve this qualification, competency must be demonstrated in:

- 10 units of competency:
 - 7 core units plus
 - 3 elective units.

Elective units must ensure the integrity of the qualification's Australian Qualifications Framework (AQF) alignment and contribute to a valid, industry-supported vocational outcome. The electives are to be chosen as follows:

- at least 2 from the electives listed below
- up to 1 from the *RGR Racing and Breeding Training Package* or any currently endorsed Training Package or accredited course.

Core Units

An asterisk (*) next to the unit code indicates that there are prerequisite requirements which must be met when packaging the qualification. Please refer to the Prerequisite requirements table for details.

ACMGAS202	Participate in workplace communications
ACMWHS201	Participate in workplace health and safety processes
RGRPSG201	Handle greyhounds
RGRPSG203	Promote and enhance greyhound behaviour
RGRPSG204*	Attend greyhounds during and after exercise routines
RGRPSG207	Demonstrate greyhound racing industry integrity and ethical practice
RGRPSG208*	Promote and enhance greyhound health and welfare

Elective Units

An asterisk (*) next to the unit code indicates that there are prerequisite requirements which must be met when packaging the qualification. Please refer to the Prerequisite requirements table for details.

ACMGAS304	Carry out simple breeding procedures
HLTAID003	Provide first aid
RGRPSG202*	Transport greyhounds
RGRPSG205*	Attend greyhounds at race meetings
RGRPSG206*	Catch and control greyhounds
RGRPSG209*	Ethically rehome a greyhound
RGRPSG302*	Assess health and provide first aid for greyhounds
RGRPSG303*	Meet nutritional needs of greyhounds
RGRPSG304	Participate in greyhound racing inquiries and appeals

Prerequisite Requirements

Unit of competency	Prerequisite requirement
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RGRPSG202 Transport greyhounds	RGRPSG201 Handle greyhounds
RGRPSG204 Attend greyhounds during and after exercise routines	RGRPSG201 Handle greyhounds
RGRPSG205 Attend greyhounds at race meetings	RGRPSG201 Handle greyhounds
RGRPSG206 Catch and control greyhounds	RGRPSG201 Handle greyhounds
RGRPSG208 Promote and enhance greyhound health and welfare	RGRPSG201 Handle greyhounds
RGRPSG209 Ethically rehome a greyhound	RGRPSG201 Handle greyhounds
RGRPSG302 Assess health and provide first aid for greyhounds	RGRPSG201 Handle greyhounds
RGRPSG303 Meet nutritional needs of greyhounds	RGRPSG201 Handle greyhounds

Qualification Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGR20117 Certificate II in Racing (Greyhound)	RGR20213 Certificate II in Racing (Greyhound)	Updated to meet Standards for Training Packages. Core units changed.	No equivalent qualification

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGR30117 Certificate III in Racing (Greyhound)

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Qualification Description

This qualification reflects the roles of individuals across different aspects of the greyhound industry. This includes, but is not limited to, trainers, breeders and any full time workers or workers who want a career in the industry. These individuals apply a broad range of competencies related to the health and welfare of greyhounds, racing ethics and integrity as well as competencies that are more technical. They are required to use discretion, judgement and relevant theoretical knowledge.

Licensing, legislative, regulatory or certification requirements may apply to this qualification. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Entry Requirements

There are no entry requirements for this qualification.

Packaging Rules

To achieve this qualification, competency must be demonstrated in:

- 14 units of competency:
 - 9 core units plus
 - 5 elective units.

Elective units must ensure the integrity of the qualification's Australian Qualifications Framework (AQF) alignment and contribute to a valid, industry-supported vocational outcome. The electives are to be chosen as follows:

- at least 3 from the electives listed below
- up to 2 from the *RGR Racing and Breeding Training Package* or any currently endorsed Training Package or accredited course.

Core Units

An asterisk (*) next to the unit code indicates that there are prerequisite requirements which must be met when packaging the qualification. Please refer to the Prerequisite requirements table for details.

ACMWHS301	Contribute to workplace health and safety processes
RGRPSG201	Handle greyhounds
RGRPSG203	Promote and enhance greyhound behaviour
RGRPSG207	Demonstrate greyhound racing industry integrity and ethical practice
RGRPSG208*	Promote and enhance greyhound health and welfare
RGRPSG209*	Ethically rehome a greyhound
RGRPSG302*	Assess health and provide first aid for greyhounds
RGRPSG303*	Meet nutritional needs of greyhounds
RGRPSG306*	Determine care and treatment needs of greyhounds

Elective Units

An asterisk (*) next to the unit code indicates that there are prerequisite requirements which must be met when packaging the qualification. Please refer to the Prerequisite requirements table for details.

ACMGAS304	Carry out simple breeding procedures
BSBSMB303	Organise finances for the micro business
BSBSMB305	Comply with regulatory, taxation and insurance requirements for the micro business
BSBSMB405	Monitor and manage small business operations
BSBSMB407	Manage a small team
RGRPSG202*	Transport greyhounds
RGRPSG301*	Rear greyhounds
RGRPSG304	Participate in greyhound racing inquiries and appeals
RGRPSG305	Coordinate greyhound breeding
RGRPSG307*	Train and race greyhounds

RGRPSG308*	Whelp greyhounds
RGRPSG309*	Educate a greyhound

Prerequisite Requirements

Unit of competency	Prerequisite requirement
RGRPSG202 Transport greyhounds	RGRPSG201 Handle greyhounds
RGRPSG208 Promote and enhance greyhound health and welfare	RGRPSG201 Handle greyhounds
RGRPSG209 Ethically rehome a greyhound	RGRPSG201 Handle greyhounds
RGRPSG301 Rear greyhounds	RGRPSG201 Handle greyhounds
RGRPSG302 Assess health and provide first aid for greyhounds	RGRPSG201 Handle greyhounds
RGRPSG303 Meet nutritional needs of greyhounds	RGRPSG201 Handle greyhounds
RGRPSG306 Determine care and treatment needs of greyhounds	RGRPSG201 Handle greyhounds
RGRPSG307 Train and race greyhounds	RGRPSG201 Handle greyhounds
RGRPSG308 Whelp greyhounds	RGRPSG201 Handle greyhounds
RGRPSG309 Educate a greyhound	RGRPSG201 Handle greyhounds

Qualification Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGR30117 Certificate III in Racing (Greyhound)	Not applicable	New qualification	No equivalent qualification

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

ACMGAS304 Carry out simple breeding procedures

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to plan mating and breeding, parturition or hatching and weaning of animals under supervision.

The unit applies to individuals who work under broad supervision and use discretion and judgement in the selection and use of available resources. The unit can be contextualised to be species-specific.

No occupational licensing, legislative or certification requirements apply to this unit at the time of publication.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Pre-requisite Unit

Nil

Unit Sector

General Animal Studies (GAS)

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Select animals for breeding	<p>1.1 Identify the basic principles of genetics related to breeding program requirements</p> <p>1.2 Identify breeding program requirements and clarify with supervisor</p> <p>1.3 Select animals for mating according to the breeding program</p> <p>1.4 Schedule examinations and tests, as required, to confirm suitability of selected animals with breeding program</p> <p>1.5 Monitor individual animals to determine the current stage of their reproductive cycle</p> <p>1.6 Identify WHS hazards associated with working with animals, assess the risks and implement control measures in case of emergency</p> <p>1.7 Select and use appropriate personal protective equipment</p>
2. Implement breeding procedures	<p>2.1 Place animals selected for mating in an appropriate environment</p> <p>2.2 Apply appropriate breeding systems according to the breeding program</p> <p>2.3 Apply appropriate mating methods according to the breeding program</p> <p>2.4 Monitor animals during and after the mating period to determine success of mating</p>
3. Monitor post-mating progress	<p>3.1 Observe and document changes in behaviour and condition, where appropriate, in breeding females to determine possible pregnancy</p> <p>3.2 Schedule examinations and tests, if appropriate, to determine pregnancy</p> <p>3.3 Estimate and document hatching or parturition dates</p>
4. Prepare for and assist with birth or hatching	<p>4.1 Provide a suitable environment to assist with the birth or hatching</p> <p>4.2 Identify signs of hatching or parturition and report potential problems to supervisor</p> <p>4.3 Provide appropriate monitoring to ensure the safe birth or hatching of young animals</p> <p>4.4 Identify sex and measure offspring and document results</p> <p>4.5 Monitor mother and offspring to ensure appropriate bonding, feeding and activity behaviours, and report problems to supervisor</p>
5. Wean animals	<p>5.1 Modify offspring diets in preparation for weaning</p> <p>5.2 Schedule vaccinations, other medications and permanent</p>

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	identification protocols as required 5.3 Select and implement suitable weaning process according to workplace protocols 5.4 Carry out post-weaning management according to the breeding program 5.5 Update breeding records

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Seek information from written material about breeding systems and mating methods to apply to own work
Writing	<ul style="list-style-type: none"> Keep accurate records of schedules for vaccinations, other medications and requirements for permanent identification markers Use industry specific terminology to document and update breeding records
Numeracy	<ul style="list-style-type: none"> Compare information and data within written texts, including weights and other measurements
Get the work done	<ul style="list-style-type: none"> Identify and prioritise tasks and carry out routine problem solving when tasks do not go to plan

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMGAS304 Carry out simple breeding procedures	ACMGAS304A Carry out simple breeding procedures	Updated to meet Standards for Training Packages	Equivalent unit

Links

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

Assessment Requirements for ACMGAS304 Carry out simple breeding procedures

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0.

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 carried out simple breeding procedures with at least four animals, including:

- applied safe work practices, including the selection and use of personal protective equipment when working with animals
- monitored and observed animals and reported on breeding cycle
- communicated effectively with supervisor and followed instructions
- carried out breeding, hatching or parturition and weaning procedures according to organisation's policies and procedures
- carried out post-weaning management
- maintained accurate breeding program and animal health-related records.

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:

- normal and abnormal animal behaviour for the relevant species
- nutrition and health requirements of one or more species at various stages of their life and reproductive cycle
- purpose of keeping breeding data and records
- signs of animal wellbeing, illness, or injury
- the basic principles of genetics
- ways of determining current reproductive cycle status, through identifying specific indicators including oestrus, sexual behaviour, and aggression between males and evidence of mating

- the best breeding systems, methods and traits to produce the best possible breeding outcomes, health and wellbeing of animals related to species concerned
- the functions and requirements of a breeding colony, where relevant
- the housing requirements for mother and young of relevant species
- the mating behaviour of relevant species
- weaning procedures
- WHS and animal welfare legislative requirements and codes of practice.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a workplace setting or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - live animals of the relevant species
- specifications:
 - access to specific workplace documents, including a documented breeding plan for the relevant species
 - current WHS and animal welfare legislation, regulations and 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>

ACMWH301 Contribute to workplace health and safety processes

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to plan, support and contribute to work health and safety processes in an animal care environment.

This unit applies to individuals who have responsibility for maintaining work health and safety as part of their role, including duty of care for other workers. They contribute to work health and safety compliance in addition to their main duties.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Pre-requisite Unit

Nil

Unit Sector

Work Health and Safety (WHS)

Elements and Performance Criteria

Element	Performance criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Plan and conduct work	1.1 Locate and access WHS information relevant to own work role

Element	Performance criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
safely	1.2 Plan work in accordance with WHS legislation, industry standards, codes of practice/compliance codes, and the organisation's policies and work procedures 1.3 Identify hazards and report to supervisor 1.4 Address identified hazards and select risk controls prior to starting work 1.5 Report incidents and injuries in accordance with organisation policies 1.6 Undertake WHS housekeeping in work areas 1.7 Monitor own levels of stress and fatigue to ensure ability to work safely and sustainably
2. Support others to work safely	2.1 Provide information on safe work practices and procedures to members of the work group 2.2 Check WHS practices of less experienced members of the workgroup 2.3 Provide guidance to less experienced members of the team to support them in working safely 2.4 Provide support to members of the team to accurately record incidents and complete associated workplace documentation
3. Contribute to work health and safety participative processes	3.1 Raise WHS issues in line with organisation procedures within prompt timeframes 3.2 Contribute to workplace meetings, workplace inspections or other consultative activities in a constructive manner to improve safety 3.3 Encourage workgroup members to work safely 3.4 Apply knowledge of the roles and responsibilities of health and safety representatives and WHS committees
4. Contribute to hazard identification, work health and safety risk assessment and risk control activities	4.1 Check workplace for hazards using itemised checklists 4.2 Make contributions to risk assessments 4.3 Report identified hazards and inadequate risk controls 4.4 Provide input to develop and implement control measures, with reference to the hierarchy of risk control
5. Participate in the control	5.1 Identify emergency signals and alarms, and respond to them

Element	Performance criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
of emergency situations	appropriately 5.2 Take action to control and confine emergency, accounting for the nature and scope of the emergency, within scope of role

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Interpret organisational and legislative documentation
Writing	<ul style="list-style-type: none"> Accurately complete WHS checklists and documentation
Oral communication	<ul style="list-style-type: none"> Discuss WHS issues with team members and supervisor Present information using language appropriate to audience Collaborate with others to achieve joint outcomes
Get the work done	<ul style="list-style-type: none"> Keep up-to-date on changes to legislation relevant to own role Sequence and schedule activities

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMWH301 Contribute to workplace health and safety processes	ACMWH301A Contribute to workplace health and safety processes	Updated to meet Standards for Training Packages Assessment requirements revised	Equivalent unit
	ACMOHS301A Contribute to occupational health and safety processes	Updated to meet Standards for Training Packages Reflect national WHS	Equivalent unit

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMWHHS301 Contribute to workplace health and safety processes	ACMWHHS301A Contribute to workplace health and safety processes	Updated to meet Standards for Training Packages Assessment requirements revised	Equivalent unit
		legislation	

Links

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

Assessment Requirements for ACMWHS301 Contribute to workplace health and safety processes

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0.

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 planned and conducted a minimum of two animal care work tasks, on at least two separate occasions, including:

- following relevant WHS legislation, standards, codes of practice
- identifying and reporting hazards to supervisor
- selecting and implementing appropriate risk controls
- carrying out WHS housekeeping tasks
- contributing to at least one WHS meeting or participative process
- demonstrating awareness of how to respond to at least one emergency situation that may occur in an animal care environment.

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:

- basic hazard identification procedures, including workplace inspections and review of workplace data
- hierarchy of risk control (from Safe Work Australia *Model Code of Practice: How to manage work health and safety risks* or similar code from relevant jurisdiction)
- common hazards that occur in an animal care environment, including crush injuries, chemicals, bodily fluids, noise, manual handling, work postures, underfoot hazards and moving parts of machinery
- WHS legislation, regulations, industry standards, codes of practice/compliance codes, and the organisation's policies and work procedures
- zoonotic diseases
- personal protective equipment requirements, including use, storage and maintenance
- roles and responsibilities of health and safety representatives and WHS committees
- safety signs and their meanings, including:

- dangerous goods class signs
- emergency equipment
- personal protective equipment
- specific hazards, including sharps and radiation
- WHS information within in the workplace
- external sources of WHS information
- standard emergency signals, alarms and required responses
- types of emergencies that occur in an animal care environment
- the legal rights and responsibilities of the workplace parties
- the role of Safe Work Australia and current WHS legislative obligations.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a workplace or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - a range of animals
 - equipment and resources appropriate to work undertaken in an animal care environment
- specifications:
 - organisational policies and procedures
 - current WHS legislation and regulations
- relationships (internal and/or external):
 - interactions with team members.

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>

BSBSMB405 Monitor and manage small business operations

Modification History

Release	Comments
Release 3	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify intent of unit
Release 2	This version first released with BSB Business Services Training Package Version 1.1. Version created to correct mapping table information
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to implement a business plan and modify operations as required.

It applies to individuals who operate a small business which stands alone, or is part of a department within a larger organisation. Individuals in this role use problem-solving skills and take responsibility for developing approaches to manage business operations.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Small and Micro Business

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the</i>	<i>Performance criteria describe the performance needed to</i>

ELEMENT	PERFORMANCE CRITERIA
<i>essential outcomes.</i>	<i>demonstrate achievement of the element.</i>
1. Develop operational strategies and procedures	<p>1.1 Develop an action plan to provide a clear and coherent direction, in accordance with business goals and objectives</p> <p>1.2 Identify work health and safety (WHS) and environmental issues, and implement strategies to minimise risk factors</p> <p>1.3 Develop a quality system for the business in line with industry standards, compliance requirements and cultural criteria</p> <p>1.4 Develop performance measures and operational targets to conform with the business plan</p> <p>1.5 Develop strategies for innovation, including utilisation of existing, new or emerging technologies, where practicable, to optimise business performance</p>
2. Implement operational strategies and procedures	<p>2.1 Implement systems and key performance indicators or targets to monitor business performance and customer satisfaction</p> <p>2.2 Implement systems to control stock, expenditure or cost, wastage or shrinkage and risks to health and safety in accordance with the business plan</p> <p>2.3 Maintain staffing requirements, where applicable, within budget, to maximise productivity</p> <p>2.4 Carry out provision of goods or services in accordance with established legal, ethical cultural and technical standards</p> <p>2.5 Provide goods or services in accordance with time, cost and quality specifications, and customer requirements</p> <p>2.6 Apply quality procedures to address product or service and customer requirements</p>
3. Monitor business performance	<p>3.1 Regularly monitor and review achievement of operational targets to ensure optimum business performance, in accordance with business plan goals and objectives</p> <p>3.2 Review systems and structures, with a view to more effectively supporting business performance</p> <p>3.3 Investigate and analyse operating problems to establish causes and implement changes as required, as part of the business quality system</p> <p>3.4 Amend operational policies and procedures to incorporate corrective action</p>
4. Review business operations	<p>4.1 Review and adjust business plan, as required, to maintain business viability, in accordance with business goals and</p>

ELEMENT	PERFORMANCE CRITERIA
	<p>objectives</p> <p>4.2 Clearly record proposed changes to aid future planning and evaluation</p> <p>4.3 Undertake ongoing research into new business opportunities and adjust business goals and objectives as new business opportunities arise</p>

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 1.3, 1.5, 2.1, 2.2, 2.4, 2.5, 3.1, 4.1	<ul style="list-style-type: none"> Evaluates complex text to determine legislative, regulatory and workplace documentation
Writing	1.1, 1.3-1.5, 3.2, 3.4, 4.1, 4.2	<ul style="list-style-type: none"> Prepares written reports and workplace documentation that communicate complex information clearly and effectively
Oral Communication	3.2	<ul style="list-style-type: none"> Articulates clearly using specific and relevant language suitable to audience to convey requirements, and employs listening and questioning techniques to confirm understanding
Numeracy	2.2, 2.3, 2.5	<ul style="list-style-type: none"> Interprets numerical information to manage performance information and regulate cash flow
Navigate the world of work	1.1-1.3, 2.2, 2.4, 4.1	<ul style="list-style-type: none"> Monitors adherence to organisational policies and procedures and considers own role for its contribution to broader goals of the work environment Appreciates implications of legal and regulatory responsibilities related to own work with specific reference to safety
Get the work done	1.1, 1.3-1.5, 2.1-2.3, 2.5, 2.6, 3.1-3.3, 4.1, 4.3	<ul style="list-style-type: none"> Reflects on how digital systems and tools are used or could be used to achieve work goals, and begins to recognise strategic and operational applications Identifies concepts, principles and features of approaches in use in other contexts and considers how these may suit own situation Develops plans to manage relatively complex, non-routine tasks with an awareness of how they may

		<p>contribute to longer-term operational and strategic goals</p> <ul style="list-style-type: none"> • Uses each experience to reflect on how variables impact decision outcomes, and to gain insights into what constitutes 'good' judgement and an effective decision in different contexts • Recognises and addresses some unfamiliar problems of increasing complexity within own scope
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Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBSMB405 Monitor and manage small business operations Release 3	BSBSMB405 Monitor and manage small business operations Release 2	Updated to clarify intent	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

Assessment Requirements for BSBSMB405 Monitor and manage small business operations

Modification History

Release	Comments
Release 3	This version released with BSB Business Services Training Package Version 2.0. Version created to clarify intent of unit
Release 2	This version first released with BSB Business Services Training Package Version 1.1. Version created to correct mapping table information
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- develop strategies and procedures to successfully manage business operations, including:
 - developing an action plan
 - identifying risk management procedures
 - developing a quality system
 - implementing performance measures
 - utilising technologies to optimise business performance
- implement and monitor strategies and procedures developed, including:
 - analysing and correcting business problems
 - reviewing and adjusting the business plan
- record and research business improvements
- make appropriate adjustments to business operations as required.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- summarise relevant industry codes of practice
- explain methods for implementing operation and revenue control systems
- summarise methods for monitoring performance and implementing improvements
- outline work health and safety (WHS) responsibilities and procedures for managing hazards
- identify relevant principles of risk management, including risk assessment
- clarify quality system principles and methods
- summarise relevant performance measures
- discuss role of innovation
- outline systems to manage staff, stock, expenditure, services and customer service
- identify technical or specialist skills relevant to business operations.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Management and Leadership – Small and Micro Business field of work and include access to:

- business equipment and resources
- relevant legislation, regulations, standards and codes
- relevant workplace documentation and resources
- case studies or possible, real situations
- interaction with others.

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

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

RGRPSG201 Handle greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to safely catch, control and lead greyhounds.

The unit applies to all individuals who may be required to handle greyhounds as part of their job function in the greyhound industry.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

Nil.

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify greyhounds	1.1 List a range of features to identify an individual greyhound 1.2 Use industry terminology to identify and describe individual

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	greyhounds
2. Safely approach, catch and lead greyhounds	2.1 Identify observed individual greyhound behaviours and known level of education before handling 2.2 Use handling methods that ensure the wellbeing of the greyhound 2.3 Use safe and effective catching techniques to secure greyhounds 2.4 Fit greyhound with catching and leading gear 2.5 Demonstrate safe and effective greyhound leading techniques according to industry standards 2.6 Lead the greyhound in a range of different environmental conditions, singly and with other dogs
3. Control greyhounds in public areas	3.1 Identify hazards and evaluate risks associated with handling greyhounds in public areas 3.2 Use safe leading, lifting and holding techniques appropriate to the individual dog to minimise distress in line with welfare requirements, and to control greyhounds in public areas

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Read and research greyhound identifying features and rules of racing and codes of practice in relation to health and welfare of greyhounds
Navigate the world of work	<ul style="list-style-type: none"> Take responsibility for following explicit procedures and health and safety requirements

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG201 Handle greyhounds	RGRPSG201A Handle greyhounds	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG201 Handle greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- caught, lead and controlled at least three greyhounds in a variety of environments
- handled greyhounds safely according to animal welfare requirements
- evaluated and controlled the risks associated with catching and handling greyhounds
- identified and used different items of greyhound handling gear in a correct manner
- described features of greyhounds using industry terminology
- recognised and responded to greyhound behaviours.

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:

- principles and practices of greyhound handling
- communication procedures, including reporting lines within kennel and wider racing industry
- industry terminology related to handling greyhounds
- normal and abnormal greyhound behaviour
- purpose of using different items of greyhound handling gear
- relevant rules of racing pertaining to greyhound handling
- reporting requirements in relation to handling greyhounds safely
- senses, communication traits and behaviour patterns of greyhounds
- racing industry animal welfare requirements
- WHS requirements relating to handling greyhounds
- racing industry safety requirements, including safe operating procedures.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - racing greyhounds
 - catching and leading gear
- specifications:
 - current industry best practice information for greyhound handling and related animal welfare requirements.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG202 Transport greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to load and unload greyhounds in vehicles and ensure their safety and welfare during transport.

The unit applies to individuals who prepare greyhounds for transportation, carry out that transportation and unload greyhounds at the destination.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for and load greyhounds	1.1 Plan travel requirements according to requirements and industry codes of practice and animal welfare policies 1.2 Check weather and traffic conditions relevant to planned journey

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.3 Conduct vehicle and trailer safety check 1.4 Check ventilation and cooler operation of dog vehicles 1.5 Organise and check required equipment for transporting greyhounds including personal protective equipment 1.6 Inspect greyhounds and report illness or injury to supervisor 1.7 Apply bedding and dog clothing appropriate for weather conditions 1.8 Safely load greyhounds
2. Monitor greyhounds during transportation	2.1 Monitor greyhounds for comfort and safety while travelling 2.2 Provide rest and relief stops according to racing industry standards 2.3 Identify, and appropriately manage, effects of travel on the behaviour and condition of greyhounds
3. Conduct post-transport procedures	3.1 Safely unload greyhounds 3.2 Inspect greyhounds and report illness or injury to the supervisor 3.3 Care for greyhounds according to supervisor's instructions and safe work practices and animal welfare codes of practice 3.4 Check bedding and gear and report any damage to supervisor 3.5 Check and clean vehicle and trailer and report any defects to supervisor

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Oral Communication	<ul style="list-style-type: none"> Use clear and concise language to report verbally to supervisor, and to clarify instructions
Get the work done	<ul style="list-style-type: none"> Navigate effectively to reach destination in a safe manner

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG202 Transport greyhounds	RGRPSG202A Transport greyhounds	Updated to meet Standards for Training Packages. Inclusion of prerequisite, <i>RGRPSG201 Handle greyhounds.</i>	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG202 Transport greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing Training Package Version 1.0.

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:

- planned and implemented at least three journeys and for each journey:
 - complied with workplace safety policies when working with greyhounds
 - evaluated risks associated with transporting greyhounds
 - identified and used different items of greyhound handling gear
 - used safe handling and work practices when dealing with greyhounds.

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:

- principles and practices for transporting greyhounds
- normal or abnormal greyhound behaviour
- symptoms and signs of greyhound illness, injury or distress
- industry terminology related to handling greyhounds
- methods of checking greyhound physical condition during and after transport
- purpose of handling gear items and personal protective equipment
- racing industry animal welfare requirements, including the Five Domains model of animal welfare
- range of transport conditions, including temperature, time, duration and mode of travel, and their potential effects on greyhound health and welfare.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions

- resources, equipment and materials:
 - a vehicle that is used to transport greyhounds
 - live greyhounds
 - workplace resources typically found in a greyhound establishment
- specifications:
 - greyhound industry 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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG203 Promote and enhance greyhound behaviour

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to interpret the behaviour of individual greyhounds and to achieve an understanding of factors affecting behaviour.

This unit applies to all individuals who work directly with greyhounds in the greyhound industry.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

Nil

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Apply knowledge of canine behaviour	1.1 Source and interpret information on greyhound behaviour and its implications for the training and management of greyhounds 1.2 Apply knowledge of canine behaviour to specific training methods, systems and techniques 1.3 Review greyhound establishment layout and the implications for

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	greyhound behaviour and welfare 1.4 Suggest modifications to layout to enhance greyhound welfare and behaviour 1.5 Modify the behaviour of a greyhound to perform a specific task using knowledge of canine cognition and learning
2. Use knowledge of behaviour to improve the welfare of greyhounds	2.1 Identify and comply with the codes of practice that relate to the welfare of greyhounds 2.2 Identify problem behaviours in greyhounds, including likely causes, treatment and prevention

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Collect, read and analyse sufficient information about greyhound behaviour to meaningfully apply the knowledge to own interactions with greyhounds

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG203 Promote and enhance greyhound behaviour	RGRPSG301A Supervise handling of greyhounds	Content of <i>RGRPSG301A Supervise handling of greyhounds</i> has been incorporated into: <ul style="list-style-type: none"> <i>RGRPSG208 Promote and enhance greyhound</i> 	No equivalent unit

Code and title current version	Code and title previous version	Comments	Equivalence status
		<i>health and welfare</i> <ul style="list-style-type: none">• <i>RGRPSG209</i> <i>Ethically rehome a greyhound</i>• <i>RGRPSG203</i> <i>Promote and enhance greyhound behaviour</i>	

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG203 Promote and enhance greyhound behaviour

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- accurately interpreted canine and greyhound behaviour including:
 - body language
 - vocalisation
 - locomotory behaviour
 - interactions with other dogs
- applied knowledge of canine behaviour to greyhound handling and training
- used knowledge of how environment can affect behaviour to describe best practice
- used knowledge of canine behaviour to analyse current handling, training, transport and housing of at least three greyhounds and made recommendations for improvements that enhanced both the welfare and behaviour of individual greyhounds.

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:

- behavioural needs and patterns of greyhounds
- current research in sufficient depth to be able to apply the results of the research to the management, handling, housing and training of greyhounds with regards to:
 - canine cognition
 - ethology
 - behaviour and learning
- effects on the behaviour and welfare of greyhounds with regards to:
 - the environment
 - housing
 - handling

- training
- greyhound behavioural signals including:
 - body language
 - vocalisation
 - locomotory behaviour
 - interactions with other dogs
- the relationship between greyhound behaviour and greyhound welfare
- Five Domains model of animal welfare.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - typical workplace resources, including live greyhounds
 - access to resources on canine and greyhound behaviour
- specifications:
 - greyhound industry codes of practice for animal welfare.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG204 Attend greyhounds during and after exercise routines

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to prepare, handle and exercise greyhounds, of all ages, and conduct post-exercise care procedures.

The unit applies to individuals who may be required to attend greyhounds during exercise routines. This may include kennel hands and trainers.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare greyhounds for exercise	1.1 Identify greyhounds to be exercised 1.2 Identify greyhound social traits, behaviour and illnesses, prior to preparation for exercise 1.3 Prepare for greyhound exercise activities according to industry standards 1.4 Identify exercise hazards and personal protective equipment requirements and apply risk control measures in accordance with WHS
2. Exercise greyhounds	2.1 Lead and control greyhounds, before undertaking exercise activities 2.2 Interact positively with the greyhound whenever it is handled 2.3 Implement a process of desensitisation and habituation in relation to the greyhound being fitted with exercise gear 2.4 Conduct exercise activity with greyhounds, of various ages, according to the goals of the activity
3. Perform post-exercise procedures	3.1 Effectively cool down the greyhound post-exercise and supply water to drink to prevent heat stress or dehydration 3.2 Implement post-exercise assessment of greyhound for injuries, distress, health and fitness 3.3 Report signs of greyhound illness, injury or distress to supervisor and refer to veterinarian if required 3.4 Report any irregularities with greyhound exercise gear to supervisor according to workplace policy and safety requirements

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Oral Communication	<ul style="list-style-type: none"> Report irregularities, hazards or defects in gear to supervisor

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG204 Attend greyhounds during exercise routines	RGRPSG204A Attend greyhounds during exercise routines	Updated to meet Standards for Training Packages. Title changed to reflect unit content. Inclusion of prerequisite, <i>RGRPSG201 Handle greyhounds</i> .	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG204 Attend greyhounds during and after exercise routines

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that, on at least three occasions, the individual has:

- complied with WHS and industry animal welfare standards when working with greyhounds
- attended at least one greyhound during exercise routines, and performed pre-and post-exercise checks on the greyhound.

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:

- principles and practices for attending greyhounds
- different exercise programs
- characteristics of healthy greyhounds and the signs of common greyhound illnesses or injuries
- Five Domains model of animal welfare
- greyhound behaviour
- industry terminology related to greyhound exercise procedures
- workplace health and safety
- techniques to use when exercising groups of greyhounds
- personal protective equipment.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:

- a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - exercise gear
 - range of ages of greyhounds.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG205 Attend greyhounds at race meetings

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to prepare greyhounds for racing, following kennelling and pre- and post-race procedures.

The unit applies to individuals who are required to attend greyhounds at race meetings. This may include kennel hands and trainers.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare greyhounds for race meetings	1.1 Prepare healthy greyhounds for race meetings, according to the rules of racing and animal welfare requirements 1.2 Follow industry and workplace requirements for personal presentation, at race meetings
2. Follow kennelling procedures	2.1 Follow racing officials' instructions and provide documentation relating to greyhound performance

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	2.2 Present greyhound for inspection when requested by stewards or officials 2.3 Carry out workplace kennelling duties, according to animal welfare requirements
3. Follow pre-race procedures	3.1 Collect greyhound from kennel, at specified time, and ethically control, during pre-race processes 3.2 Catch, lead, control and parade greyhound and follow parade official's directions 3.3 Follow starting official's directions, prepare greyhound for start, and place greyhound safely into starting box 3.4 Carry out pre-race duties according to animal welfare requirements
4. Complete post-race procedures	4.1 Carry out post-race and rehydration procedures, according to safety procedures and the relevant rules of racing 4.2 Check greyhound for any post-race injury or stress and report to owner or trainer for action 4.3 Return greyhounds to home kennels and report any observations to owner or trainer 4.4 Check gear for damage, and clean and store according to workplace procedures

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Read and follow any officials' written instructions
Writing	<ul style="list-style-type: none"> Use clear, specific and industry-related terminology to record basic information about greyhound performance
Oral Communication	<ul style="list-style-type: none"> Ask questions to clarify and confirm instructions
Get the work done	<ul style="list-style-type: none"> Make routine decisions and implement standard greyhound

Skill	Description
	parading procedures

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG205 Attend greyhounds at race meetings	RGRPSG205A Attend greyhounds at race meetings	Updated to meet new Standards for Training Packages. Inclusion of prerequisite, <i>RGRPSG201 Handle greyhounds</i> .	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG205 Attend greyhounds at race meetings

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria of this unit. There must be evidence that the individual has:

- attended a greyhound at a trial at least twice
- attended a greyhound at a race meeting on at least three occasions.

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:

- principles and practices for attending greyhounds
- animal welfare codes of practice
- characteristics of healthy greyhounds
- common greyhound illnesses or injuries
- communication procedures during race day operations
- grooming methods and equipment for race meetings
- industry terminology related to greyhound racing procedures
- methods of checking greyhound physical condition pre- and post-race
- pre- and post-race care and welfare requirements of racing greyhounds
- race meeting procedures and industry codes of practice
- relevant rules of racing.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound racing establishment
 - a greyhound race track
- resources, equipment and materials:

- racing greyhounds.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG206 Catch and control greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to safely identify, catch and control an individual greyhound, after a race or trial, and report incidents and observations.

The unit applies to individuals who are authorised to perform the duties of a greyhound catcher, at a trial or race.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare to catch greyhounds	1.1 Follow rules of racing, and protocols and procedures that are related to greyhound welfare and catching pen operations 1.2 Select and use personal protective equipment according to requirements and follow pre-race catching preparations 1.3 Identify hazards in catching area and use strategies to minimise risk of injury, according to WHS and animal welfare policies 1.4 Watch race from catchers' designated area and identify welfare issues that may affect individual greyhounds
2. Conduct post-race greyhound activity	2.1 Collect specified greyhound and ethically restrain, following catching pen supervisor or steward instructions 2.2 Inspect greyhound for injury, cramp or fatigue 2.3 Report race incidents or observations to greyhound's trainer or handler

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Oral Communication	<ul style="list-style-type: none"> Discuss issues with others in clear language, using industry terminology
Navigate the world of work	<ul style="list-style-type: none"> Understand the nature and purpose of own role and associated responsibilities, and recognise and follow explicit organisational policies and procedures

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG206 Catch and control greyhounds	RGRPSG206A Perform duties of greyhound catcher	Title changed for clarity. Inclusion of prerequisite	No equivalent unit

Code and title current version	Code and title previous version	Comments	Equivalence status
		<i>RGRPSG201 Handle greyhounds.</i>	

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG206 Catch and control greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- caught and controlled greyhounds after a race or trial, on at least three occasions, including:
 - identified and fitted greyhound gear
 - identified individual greyhounds.

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:

- principles and practices for catching greyhounds
- WHS and animal welfare and ethics codes of practice and requirements
- identification features of individual greyhounds, including sex, colour, markings, and ear brands, and how to use each of these to check the identity of an individual greyhound
- importance of correct identification for racing integrity
- characteristics of healthy greyhounds
- industry terminology related to greyhound racing procedures
- post-race care and welfare requirements of racing greyhounds
- race day and trial catching pen procedures
- relevant rules of racing
- personal protective equipment
- racing industry safety requirements
- safe operating procedures.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - racing greyhounds.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to comply with greyhound racing industry ethics and to behave with integrity regarding the rules of racing and related protocols. It requires an understanding of the effects of noncompliance on the image of racing and on licensed or registered individuals.

The unit applies to all individuals who participate in the greyhound racing industry, including owners, breeders, educators, trainers, assistants and trial track operators.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

Nil

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Meet integrity	1.1 Identify licensing schemes, codes of practice and legislative

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
requirements	requirements related to animal welfare in the greyhound industry 1.2 Interpret the rules of racing as they apply to own role, and follow their requirements 1.3 Determine acceptable and non-acceptable behaviour and practices 1.4 Display integrity in own behaviour, including reporting observed breaches to appropriate authorities 1.5 Follow directions and carry out requests given by stewards and officials
2. Demonstrate ethical practice	2.1 Demonstrate open, honest and ethical dealings with stakeholders and other organisations 2.2 Place industry goals above self-interest or gain and promptly declare perceived or actual conflicts of interest 2.3 Demonstrate commitment to ethical animal welfare practices and report any breaches to appropriate authorities
3. Operate within social licence conditions	3.1 Interpret context and changes in community expectations of the greyhound racing industry 3.2 Identify factors that affect public perceptions of the greyhound racing industry 3.3 Model ethical practice in all actions to enhance public confidence in racing integrity
4. Participate ethically in industry communication	4.1 Build confidence and show commitment to integrity when communicating with individuals and public 4.2 Provide accurate information about racing that complies with the rules of racing 4.3 Conduct open, honest and ethical communication with industry organisations and individual stakeholders 4.4 Follow the Principal Racing Authority social media policy, including regulations and legislation related to non-discriminatory language and behaviour 4.5 Treat the ideas and opinions of industry staff, licensees and other stakeholders with politeness and respect 4.6 Deal with sensitive and private information according to applicable Principal Racing Authority privacy and information policies, and relevant legislation

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	4.7 Deal with conflict openly and honestly to never jeopardise race integrity or animal welfare

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Select information on workplace policies, community views on racing, animal welfare, and the rules of racing from a range of written texts, both online and in hard copy
Oral Communication	<ul style="list-style-type: none"> Discuss with racing staff the requirements of work roles and basic concepts relating to community views on racing, and industry policy
Learning	<ul style="list-style-type: none"> Build knowledge about community views on animal welfare, and how to model ethical behaviour

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice	RGRCMN001A Comply with the rules of racing and related protocols	Content used to create greyhound specific unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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 demonstrated a commitment to integrity in the greyhound racing industry and followed ethical practices over a period of time that included having:

- demonstrated a knowledge and understanding of acceptable and unacceptable behaviour on at least three occasions
- demonstrated the ability to recognise and report unethical behaviour and breaches of integrity on at least three occasions
- provided examples of compliance and non-compliance with social media policies in response to three scenarios.

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:

- principles of racing industry ethics and integrity, including the behaviours that constitute ethical and unethical conduct in racing
- animal welfare and ethics codes of practice and requirements
- roles and powers of registration and licensing bodies
- the concept of a social licence and what it means for the greyhound industry
- ethical and integrity issues confronting greyhound industry participants
- acceptable and non-acceptable behaviour and practices in greyhound racing
- appeals and inquiries processes and procedures
- range of different communication channels used in the industry, including private, public, online and on-the-record
- industry standards and expectations
- own roles and responsibilities in relation to other industry personnel
- protocols and procedures for communicating with stewards and racing officials
- regulations and legislation related to non-discriminatory language and behaviour

- rules of racing.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions
- specifications:
 - access to the rules of racing, and relevant codes of practice for greyhound racing and for greyhound health and welfare.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG208 Promote and enhance greyhound health and welfare

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to care for greyhounds and protect their health and welfare through the creation and maintenance of comfortable physical and mental environments.

The unit applies to all individuals who have a greyhound in their care.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Check health and welfare of greyhounds	<p>1.1 Identify and recognise the characteristics of a healthy greyhound</p> <p>1.2 Identify and recognise and report symptoms of common greyhound illnesses and injuries and signs of distress to supervisor/trainer/owner</p> <p>1.3 Recognise and report the characteristics of a greyhound in a positive, negative or neutral mental state</p>
2. Provide appropriate nutrition and access to food and water	<p>2.1 Identify the range of feeds appropriate for the nutritional requirements of greyhounds</p> <p>2.2 Determine the feed and water requirements for an individual racing greyhound, taking into account age, gender, body mass and health of the dog and its career.</p> <p>2.3 Ensure access to and security of food for all greyhounds</p> <p>2.4 Observe individual greyhound eating and drinking patterns and report variations to supervisor/trainer/owner</p>
3. Provide a comfortable physical and social environment	<p>3.1 Comply with racing kennel operations related to the care, welfare and management of greyhounds</p> <p>3.2 Clean and maintain kennels, the kennel environment and yards according to sanitation requirements and industry codes of practice</p> <p>3.3 Identify workplace safety hazards and take the appropriate actions to rectify</p> <p>3.4 Identify any signs of discomfort and/or distress of greyhounds and take the appropriate actions to rectify</p> <p>3.5 Provide greyhounds with access to activities that involve choice and variety to enable behavioural expression</p> <p>3.6 Follow an enrichment and exercise plan for greyhounds at different life stages</p>
4. Groom and bathe greyhounds	<p>4.1 Choose appropriate grooming and bathing equipment for greyhounds and use to groom and bathe greyhounds</p> <p>4.2 Catch, lead and control greyhounds and groom and prepare greyhounds for race meetings according to WHS policy</p> <p>4.3 Check greyhounds for illness or injury during grooming and report or record findings promptly</p>

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Writing	<ul style="list-style-type: none"> Use clear, specific and industry-related terminology to provide basic reports on greyhound health and behaviour
Oral Communication	<ul style="list-style-type: none"> Discuss health and welfare issues with colleagues clearly using industry terminology
Numeracy	<ul style="list-style-type: none"> Measure greyhound feed to ensure each greyhound is fed appropriately Calculate and record greyhound food intake when required

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG208 Promote and enhance greyhound health and welfare	RGRPSG301A Supervise handling of greyhounds	<p>Content of <i>RGRPSG301A Supervise handling of greyhounds</i> has been incorporated into:</p> <ul style="list-style-type: none"> <i>RGRPSG208 Promote and enhance greyhound health and welfare</i> <i>RGRPSG209 Ethically rehome a greyhound</i> <i>RGRPSG203 Promote and enhance greyhound behaviour</i> 	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG208 Promote and enhance greyhound health and welfare

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- promoted and enhanced greyhound health and welfare when working with at least three greyhounds, including:
 - identified the difference between healthy and unhealthy, distressed or injured greyhounds
 - prepared and provided correct quantities of quality feed and water according to individual greyhound requirements
 - provided a comfortable physical environment
- worked safely, using safe handling within industry standards.

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:

- principles of greyhound health and welfare
- anatomical and physiological structures and functions related to animal health and wellbeing and enrichment strategies
- animal behaviour characteristics of the greyhounds, age, health status and social needs
- physical, social and food-related enrichment activities
- Five Domains model of animal welfare
- behavioural signs of anxiety and distress in greyhounds including:
 - positive, negative and neutral and the actions to address this
- WHS and animal welfare codes of practice and requirements
- characteristics of healthy greyhounds and sick, distressed or injured animals
- characteristics of greyhounds in positive, negative and neutral mental states
- effective actions to address negative mental states

- common feedstuffs and methods of determining quality and calculating appropriate quantity
- greyhound feeding and drinking patterns
- methods of grooming and bathing greyhounds
- industry terminology related to greyhound illnesses or injuries, identification, feeding and grooming
- characteristics of good kennel design, bedding arrangements, temperature control and other environment arrangements that enhance greyhound health and welfare.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents real workplace conditions
- resources, equipment and materials:
 - live greyhounds
 - a range of resources required for caring for greyhounds typically found at a greyhound establishment.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG209 Ethically rehome a greyhound

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to prepare a greyhound for rehoming. It requires the ability to determine options, modify greyhound lifestyle and environment, and prepare and lodge required documentation.

The unit applies to individuals who are greyhound owners and others in the greyhound racing industry who prepare greyhounds for retirement, including those working in greyhound adoption programs.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Check with your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Recognise greyhound retirement options	1.1 Identify greyhound racing industry protocols for racing greyhound retirement

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	<p>1.2 Identify and follow ethical considerations in determining options for greyhounds, when it is determined that they are not suitable to race</p> <p>1.3 Assess suitability of retiring greyhounds as pets, for breeding or other options</p> <p>1.4 Seek advice from workplace supervisors or colleagues on a preferred option or the need for behaviour assessment services</p> <p>1.5 Identify factors in the early months of life and throughout the life cycle that will have an impact on greyhound rehoming, later in life</p> <p>1.6 Identify potential adoption or fostering agencies</p> <p>1.7 Investigate the availability and access to greyhound behaviour assessment services or other specialist services</p>
2. Prepare greyhound for rehoming	<p>2.1 Modify greyhound daily living, exercise and feeding routines in order to prepare for rehoming</p> <p>2.2 Observe how the greyhound responds to the changes in routines and record any observations to behavioural changes</p>
3. Lodge documents pertaining to greyhound retirement	<p>3.1 Lodge formal documentation relating to greyhound retirement with greyhound industry</p> <p>3.2 Investigate adoption options and contact state greyhound adoption body</p> <p>3.3 Assist with matching individual dogs with specific homes</p>

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Writing	<ul style="list-style-type: none"> Use clear, specific and industry-related terminology to complete basic documentation on greyhound retirement
Oral Communication	<ul style="list-style-type: none"> Discuss retirement and rehoming options with colleagues and individuals associated with greyhound adoption programs, in clear language using industry terminology

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG209 Ethically rehome a greyhound	RGRPSG301A Supervise handling of greyhounds	Content of <i>RGRPSG301A Supervise handling of greyhounds</i> has been incorporated into: <ul style="list-style-type: none">• <i>RGRPSG208 Promote and enhance greyhound health and welfare</i>• <i>RGRPSG209 Ethically rehome a greyhound</i>• <i>RGRPSG203 Promote and enhance greyhound behaviour</i>	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG209 Ethically rehome a greyhound

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- participated in the process of ethically rehoming at least one greyhound.

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:

- procedures and practices for rehoming greyhounds
- greyhound adoption programs and fostering agencies and their role
- greyhound nutrition as it relates to rehoming
- community safety expectations of local laws relating to greyhounds and other pets
- how to identify need for behaviour assessment services or other specialist services
- principles of how greyhounds learn
- greyhound behaviour, including negative and positive physical/functional states or situations and their associated negative and positive effects on the greyhound (Five Domains Model).

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents real workplace conditions
- resources, equipment and materials:
 - greyhound and resources appropriate for greyhounds transitioning to retirement.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG301 Rear greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to rear greyhounds.

The unit applies to individuals who rear greyhounds for racing.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Maintain kennels	1.1 Establish and implement kennel routines and procedures, according to industry standards 1.2 Clean facilities and disinfect kennels 1.3 Maintain greyhound housing to industry and animal welfare codes of practice standards 1.4 Apply WHS protocols, according to animal welfare standards 1.5 Establish protocols to meet legislative, local authority requirements and to comply with industry codes of practice
2. Manage early development of growing greyhounds	2.1 Establish and monitor greyhounds in group and individual housing systems 2.2 Develop and implement procedures for socialisation, enrichment and training of young greyhounds according to industry standards and greyhound welfare principles 2.3 Identify when a greyhound is ready for education 2.4 Catch, lead and control young greyhounds and provide them with exercise opportunities 2.5 Familiarise greyhounds with approved equipment used in training and racing greyhounds
3. Monitor wellbeing of greyhounds	3.1 Identify and recognise the characteristics of a healthy greyhound 3.2 Identify, recognise and report symptoms of common illnesses and injuries 3.3 Implement general health maintenance and preventative treatment procedures for greyhounds according to health and safety practices 3.4 Develop and implement a nutrition program according to greyhound welfare policies and determine the need for veterinary assistance or other specialist advice 3.5 Observe and report variations of individual greyhound eating and drinking patterns 3.6 Administer medications and treatments, according to veterinary instructions or other specialist advice
4. Develop and maintain kennel records	4.1 Identify workplace contractual records and establish a boarding contract, where necessary 4.2 Maintain administrative and medical records according to industry standards

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none">Gain information from codes of practice and animal welfare standards relating to rearing racing greyhounds
Writing	<ul style="list-style-type: none">Use clear, specific and industry-related terminology to complete and update workplace administrative and medical records
Oral Communication	<ul style="list-style-type: none">Conduct discussion that displays knowledge about rearing greyhounds in a manner that is clearly understood
Navigate the world of work	<ul style="list-style-type: none">Understand the nature and purpose of own role and associated responsibilities, and recognise and follow implicit and explicit workplace policies and procedures

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG301 Rear greyhounds	Not applicable	New unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG301 Rear greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- caught, led, and controlled at least three young greyhounds, one at a time, including:
 - complied with workplace health and safety policies while dealing with greyhounds
 - implemented socialisation, training, and enrichment programs for three young greyhounds.

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:

- rules of racing, local racing policies, regulations and codes of practice, including the ability to find these and to identify any aspects that apply to rearing a greyhound
- principles of greyhound health and welfare:
 - characteristics of healthy greyhounds and sick, distressed or injured animals
 - Five Domains model of animal welfare
 - common feeds and methods of determining quality and quantity
 - greyhound feeding and drinking patterns
 - kennel design and benefits or disadvantages of group and individual housing systems
 - legislation, regulations and codes of practice in relation to animal welfare requirements which must be followed in a greyhound establishment
 - cleaning procedures and infection control
- principles of early learning and development in greyhounds:
 - behaviours required before breaking-in and how they can be trained and encouraged in young greyhounds
 - common greyhound equipment and how to introduce it and its use to young greyhounds, including familiarisation and desensitising
 - methods of encouraging chasing behaviours in young greyhounds
 - importance of regular handling and its links to racing success

- socialisation and enrichment needs of individual greyhounds and how to tailor programs to maximise racing success.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents real workplace conditions
- resources, equipment and materials:
 - racing greyhounds
 - workplace resources typically found in a greyhound establishment
- specifications:
 - greyhound industry 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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG302 Assess health and provide first aid for greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to monitor greyhound health and welfare, before and after exercise or races.

The unit applies to all individuals who have greyhounds in their care.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Check with your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Assess health and condition of greyhounds	1.1 Identify signs of a healthy and fit greyhound 1.2 Identify and recognise signs of greyhound ill health, injury or distress 1.3 Follow workplace procedures for greyhound specialist treatment

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	referral
2. Respond to injuries, illnesses or distress in greyhounds	<p>2.1 Catch, handle and control sick or injured greyhounds, using fear-free techniques according to industry standards for safe greyhound handling</p> <p>2.2 Follow first aid and disease control policies and procedures with respect to obligations to greyhounds, owners, regulations and duty of care</p> <p>2.3 Comply with rules relating to prohibited substances and alternative treatments</p> <p>2.4 Apply basic first aid treatment to greyhounds following industry standards, and refer greyhounds to the workplace veterinary practice when required</p>
3. Monitor greyhound health and welfare before and after exercise or races	<p>3.1 Implement pre- and post-exercise or race assessment of greyhound for injuries, distress, health and fitness</p> <p>3.2 Report signs of greyhound illness, injury or distress to officials where required</p>

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Learning	<ul style="list-style-type: none"> Gather information and update knowledge of greyhound health and welfare, and greyhound behaviour and temperament
Reading	<ul style="list-style-type: none"> Interpret a range of texts relating to the health and welfare of greyhounds Interpret information on greyhound first aid treatments and prohibited substances
Oral Communication	<ul style="list-style-type: none"> Interact verbally with others when reporting signs of greyhound injury, illness or distress

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG302 Assess health and provide first aid for greyhounds	RGRPSG302A Assess health and provide first aid for greyhounds	Revised to meet Standards for Training Packages. Inclusion of prerequisite, <i>RGRPSG201 Handle greyhounds</i> .	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG302 Assess health and provide first aid for greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- distinguished between a healthy and fit greyhound and a greyhound that is ill, injured or in distress, on at least three occasions, this includes:
 - identifying and describing physical findings of a fit and healthy greyhound
 - identifying and describing physical findings that may suggest a sick or injured greyhound
- provided first aid for at least three greyhounds in an environment that accurately represents workplace scenarios, including applying first aid procedures for the following:
 - bleeding control
 - fractures, sprains and strains
 - heat stress
 - collapse or seizure.

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:

- principles and practices for greyhound health and first aid
- fear-free techniques for greyhound handling
- communication procedures within the greyhound establishment
- common behaviour traits of healthy, sick, injured or distressed greyhounds
- common illnesses and injuries in greyhounds
- disease control and reporting requirements
- greyhound first aid and emergency care
- industry terminology related to handling and treating greyhounds
- signs of lameness in greyhounds and first aid treatment, prior to veterinary attention
- signs of shock in greyhounds, and related first aid treatment

- types of first aid treatments and when they are to be used
- rules relating to prohibited substances and alternative treatments
- when to seek veterinary assistance
- own limitation for providing medical care.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment, greyhound race track or veterinary clinic, or an environment that accurately represents real workplace conditions
- resources, equipment and materials:
 - live greyhounds
 - first aid materials and equipment.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG303 Meet nutritional needs of greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to prepare rations for greyhounds and assess the range of feed, additives and supplements in relation to industry quality regulations.

The unit applies to individuals who are responsible for the health of greyhounds.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Determine nutrition requirements	1.1 Determine nutrition requirements for each greyhound tailored to the age, gender, body mass and health of the dog and its career 1.2 Formulate individual rations appropriate to greyhound's condition, workload and stage of life

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.3 Investigate ways in which food can be used as a method of enriching the greyhound's environment
2. Assess range of feed, additives and supplements for greyhounds	2.1 Select feed for an animal on the basis of quality, nutrition and cost 2.2 Assess supplements and feed additives on the basis of active ingredients, price and nutritional needs of specific greyhounds 2.3 Check selected supplements and feed additives for rules of racing and animal welfare compliance
3. Monitor kennel feeding practices	3.1 Assess individual greyhounds for condition and nutritional needs and discuss greyhounds' conditions and general behaviour with relevant kennel staff 3.2 Ensure water and feeding infrastructure ensures access to and security of food 3.3 Monitor and record individual greyhounds' eating behaviour, feed intake and work level, according to nutritional principles for greyhound welfare 3.4 Modify feeding practices in response to outcomes of monitoring

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Identify texts relating to greyhound feed and supplements and analyse information
Writing	<ul style="list-style-type: none"> Use clear, specific and industry-related terminology to record details regarding greyhound eating behaviour
Numeracy	<ul style="list-style-type: none"> Use ratios to correctly use nutritional supplements and formulate rations
Get the work done	<ul style="list-style-type: none"> Take responsibility for organising own workload, identifying ways of sequencing and combining elements for greater efficiency

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG303 Meet nutritional needs of greyhounds	RGRPSG303A Determine nutritional requirements for racing greyhounds	<p>Updated to meet Standards for Training Packages</p> <p>Title changed to reflect unit's focus on the educational knowledge of nutrition</p> <p>Inclusion of prerequisite, <i>RGRPSG201 Handle greyhounds</i>.</p>	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG303 Meet nutritional needs of greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements, performance criteria and foundation skills of this unit. There must be evidence that the individual has:

- met the nutritional requirements of at least three greyhounds.

Knowledge Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. This includes knowledge of:

- principles and practices of greyhound nutrition
- economic value of various feeds, and methods used to measure feed value, including weighing feeds
- nutritional value of various types of feed and feed supplements, including:
 - sources and importance of energy, protein, fibre, minerals, trace elements and vitamins, in a feed ration
 - how to recognise quality feed
- greyhound digestive system and reactions to different feeds
- ways in which food can be used as environmental enrichment
- relationship between food and dental health, including dental hygiene
- industry terminology related to handling, caring and feeding greyhounds
- interactions between feed and supplements that may result in contravention of industry regulations
- methods used to measure greyhound weight and condition
- nutritional principles in respect to greyhounds' age, condition and needs at different stages of life
- relevant rules of racing.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - live greyhounds
 - common types of greyhound feeds and supplements
 - weighing equipment.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG304 Participate in greyhound racing inquiries and appeals

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to recognise rights and responsibilities, seek advice and provide clear and accurate information at inquiries and appeals, based on the rules of racing.

The unit applies to individuals from the greyhound racing industry, who participate in inquiries and appeals.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Check with your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

Nil

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for inquiries	1.1 Clarify the nature of the inquiry and source the relevant rules of racing

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.2 Confirm inquiry participants and request permission to present witnesses or to have an advocate present
2. Participate in inquiries	2.1 Clarify rights and responsibilities and follow inquiry procedures 2.2 Verify nature of the charge and plea options 2.3 Check that personal grooming and presentation are in line with industry expectations 2.4 Provide clear and accurate information to the inquiry
3. Prepare for appeals	3.1 Seek advice before lodging appeal within statutory timeframe 3.2 Lodge appeal according to the relevant rules of racing 3.3 Apply for stay of proceedings where appropriate
4. Participate in appeals	4.1 Clarify rights and responsibilities and observe appeals procedures 4.2 Check transcripts of previous inquiries related to appeal for accuracy and follow up, where required 4.3 Present accurate, relevant and legible written statements and documents 4.4 Provide succinct and relevant verbal evidence and statements to the appeal
5. Interpret outcomes	5.1 Read and interpret the determination from the relevant race tribunal 5.2 Debrief with supervisor, chief steward or other integrity or investigating staff

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Read and interpret workplace policy on inquiries and appeals, the rules of racing, and racing authorities' regulations
Writing	<ul style="list-style-type: none"> Use appropriate text and racing terminology when preparing

Skill	Description
	statements for inquiries and appeals

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG304 Participate in greyhound racing inquiries and appeals	RGRPSG304A Participate in greyhound inquiries and appeals	Updated to meet Standards for Training Packages Title changed to emphasise focus on greyhound racing.	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG304 Participate in greyhound racing inquiries and appeals

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- participated as an observer in at least one inquiry and one appeal
- participated in at least two simulated inquiries and two appeals
- read and interpreted the determination from each of the relevant race tribunals.

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:

- principles and practices for inquiries and appeals
- communication procedures within inquiries and appeals
- personal grooming and presentation requirements
- processes and procedures for inquiries and appeals
- protocols and procedures for communicating with stewards and appeal panel members
- relevant national and local rules of racing
- witnesses who can be called and who can act as an advocate.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - documentation relating to inquiries and appeal scenarios.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG305 Coordinate greyhound breeding

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to plan and monitor greyhound mating and breeding programs and evaluate outcomes.

The unit applies to individuals who coordinate greyhound breeding, who may be owners or may be greyhound breeders. The individual is overseeing the process and ensuring it is followed.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Check with your state Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

Nil.

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Determine breeding plans	1.1 Assess and clarify individual breeding program objectives and requirements according to industry, legislation, regulations animal welfare and ethics codes of practice and requirements 1.2 Apply industry breeding regulations and animal welfare

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	<p>requirements</p> <p>1.3 Identify resources required to support breeding requirements</p>
2. Select animals for breeding	<p>2.1 Use basic genetic concepts to help meet individual breeding program objectives according to animal welfare and ethical breeding procedures</p> <p>2.2 Assess pedigree information and anatomical traits to determine suitability for breeding</p> <p>2.3 Select animals for breeding according to industry standards, industry performance indicators and industry accepted breeding techniques</p> <p>2.4 Ensure examinations and tests to confirm suitability of selected animals for breeding are carried out when required</p>
3. Monitor breeding programs	<p>3.1 Communicate, orally and in writing, breeding program strategies and procedures to staff, and provide training opportunities as required</p> <p>3.2 Oversee the identification of potential risks to animals during breeding, birth and early life, evaluate options for managing the risk, and prepare in case of emergencies</p> <p>3.3 Oversee the provision of gestational nutrition, health and emergency care to greyhounds</p> <p>3.4 Identify external influences on eventual success, and develop procedures and protocols to minimise their effects</p> <p>3.5 Prioritise and implement changes necessary to achieve breeding program objectives</p>
4. Evaluate breeding programs	<p>4.1 Review and evaluate breeding program processes and outcomes against industry performance indicators and update breeding plans based on outcomes</p> <p>4.2 Assess and update criteria used to select animals for breeding to meet the requirements of the breeding program and industry requirements</p> <p>4.3 Coordinate the maintenance of breeding records according to industry codes of practice, breeding program requirements and workplace procedures</p>

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none">Evaluate and integrate research and documentation about success factors for greyhound breeding
Oral communication	<ul style="list-style-type: none">Use clear speech to clarify directions given to those implementing the breeding plan and keep open lines of communication to deal with issues as they arise

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG305 Coordinate greyhound breeding	Not applicable	New unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG305 Coordinate greyhound breeding

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit. There must be evidence that, on at least one occasion, the individual has:

- developed, monitored, evaluated and updated greyhound breeding programs using anatomical traits and industry performance indicators to analyse success.

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:

- principles and practices of greyhound breeding
- anatomical and physiological structures and functions related to the reproduction, care and wellbeing of greyhounds
- animal welfare and ethics in relation to breeding and breeding animals
- Five Domains model of animal welfare
- basic genetic concepts and breeding strategies such as out-crossing, line breeding and in-breeding and their possible effects on outcome
- industry performance indicators of a successful breeding program
- types of external influences on potential success during early development, rearing and primary education of greyhounds, and how these effects can be minimised
- how to critically evaluate the performance of individuals involved in providing services related to breeding, including contract whelpers and rearers
- tests and examinations used to determine suitability of animals for breeding, readiness for breeding, and to determine pregnancy
- industry approved methods of breeding, breeding strategies and reproductive traits related to greyhounds
- industry expectations in relation to breeding success and breeding stock welfare
- industry terminology related to greyhound health and breeding processes and events
- industry legislation, regulations and codes of practice that apply to the coordination of greyhound breeding.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents real workplace conditions
- resources, equipment and materials:
 - greyhounds
 - workplace resources typically found in a greyhound establishment
- specifications:
 - greyhound industry 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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG306 Determine care and treatment needs of greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to follow illness and injury management plans for greyhounds.

The unit applies to individuals who care for greyhounds.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Plan greyhound health and emergency care procedures	1.1 Arrange greyhounds' housing according to industry rules and regulations 1.2 Assess the health status of individual greyhounds 1.3 Recognise signs and symptoms of infectious diseases of

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	<p>greyhounds and implement control measures</p> <p>1.4 Plan for suitable personal protective equipment to be used</p> <p>1.5 Plan measures to prevent re-occurrence and minimise risk of infection</p> <p>1.6 Develop health and emergency care protocols and programs according to industry standards and relay them to staff</p>
2. Undertake health management programs for greyhounds	<p>2.1 Implement parasite control and vaccination programs according to greyhound health care policies and industry standards</p> <p>2.2 Compile and update greyhound health records</p>
3. Determine treatment for greyhounds	<p>3.1 Determine health care and management of individual greyhounds</p> <p>3.2 Discuss prognosis for common illnesses and injuries with relevant persons</p> <p>3.3 Determine need for veterinary assistance or other specialist advice</p> <p>3.4 Evaluate treatment options and select preferred option for common injuries and illnesses according to specialist advice</p>
4. Administer treatment and monitor greyhound progress	<p>4.1 Administer medication and treatments according to fear free handling and safe greyhound health care practices and industry standards</p> <p>4.2 Monitor greyhound, post-treatment, for signs of treatment effectiveness and recovery and update health records</p> <p>4.3 Assess and monitor withdrawal times for prohibited substances</p> <p>4.4 Dispose of waste material according to industry standards</p>
5. Follow greyhound illness and injury management plans	<p>5.1 Identify the impact of medications and therapies on greyhounds' body systems</p> <p>5.2 Provide care and treatment for injured or sick greyhounds according to veterinary directions and animal welfare principles</p> <p>5.3 Recognise greyhound healing processes following illness or injury</p> <p>5.4 Report post-treatment information to trainer/supervisor so that prevention strategies can be planned and implemented</p>

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none">Evaluate and integrate facts and ideas to construct meaning from texts relating to the care and treatment of greyhounds
Writing	<ul style="list-style-type: none">Use clear, specific and industry-related terminology to complete and update workplace documentation including health records

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG306 Determine care and treatment needs of racing greyhounds	Not applicable	New unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG306 Determine care and treatment needs of greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- cared for, treated and implemented a health management program for at least three greyhounds, including:
 - administered or supervised administration of non-prescription and prescribed medication
 - identified and applied different therapies or medications in the correct manner.

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:

- principles and practices of greyhound care and treatment
- techniques for fear-free handling
- Five Domains model of animal welfare
- common illnesses and injuries in greyhounds
- impact of common medications or therapies
- key features and functions of greyhound body systems
- prohibited substances and withdrawal periods
- racing industry animal welfare requirements
- relevant rules of racing
- restraining techniques for greyhounds
- identifying features and functions of greyhound body systems
- signs and symptoms of greyhound illnesses and injuries
- types of medications and therapies
- greyhound anatomy and physiology
- signs of behavioural changes.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - greyhounds
 - greyhound treatment resources
- specifications:
 - greyhound industry standards and 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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG307 Train and race greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to prepare greyhounds that have already undergone primary education/breaking-in for participation in races.

The unit applies to individuals who train racing greyhounds.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify requirements for successful greyhound racing	1.1 Determine greyhound health and fitness for racing, according to industry rules and regulations and animal welfare legislation 1.2 Identify behaviours required for racing, according to industry standards, safe practices and the rules of racing 1.3 Identify behavioural elements of racing that are amenable to training and modification 1.4 Determine industry benchmarking of performance and indicators of success 1.5 Identify behaviours associated with racing kennel activities and routines 1.6 Identify industry grading and nomination policies
2. Plan and implement a racing training program for greyhounds	2.1 Assess individual greyhound behaviour, skills, health and fitness 2.2 Determine training strategies to achieve desirable behaviours and fitness 2.3 Develop training plans for individual greyhounds, according to industry standards 2.4 Familiarise greyhounds with equipment used in training and racing and kennel activities and routines 2.5 Provide enrichment and socialisation activities for individual greyhounds 2.6 Conduct training according to training plans, industry standards, including WHS, animal welfare and ethics requirements 2.7 Maintain training records according to industry and workplace procedures
3. Race greyhounds	3.1 Plan racing schedule for individual greyhounds 3.2 Attend race meetings and comply with race-day procedures and requirements 3.3 Provide pre- and post-race care to greyhounds, according to industry standards and WHS standards 3.4 Assess and record greyhound recovery
4. Review performance and modify greyhound training plan	4.1 Review greyhound performance in line with industry benchmarks for racing greyhounds and animal welfare and ethics requirements 4.2 Assess variables and seek specialist advice on issues that impact on greyhound performance and identify areas of potential improvement

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	4.3 Seek specialist advice and identify injury and illness that may impact on greyhound performance, and modify training program 4.4 Revise future training plans and update records, according to industry standards and animal welfare and ethics requirements
5. Comply with greyhound racing rules and regulations	5.1 Determine local racing policies and participate in procedures that comply with rules relating to training, race-day and trial procedures 5.2 Participate in procedures that comply with rules relating to prohibited, permanently prohibited and exempted substances 5.3 Maintain treatment records, according to industry standards

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Evaluate and integrate facts and ideas from reading texts to investigate types of learning and behaviour of racing greyhounds
Writing	<ul style="list-style-type: none"> Use clear, specific and industry-related terminology to complete and update workplace documentation
Oral Communication	<ul style="list-style-type: none"> Discuss information about training and racing greyhounds, in a manner that is clearly understood

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG307 Train and race greyhounds	Not applicable	New unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG307 Train and race greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- trained and raced at least one greyhound, from initially determining suitability for racing, through all aspects of training, through to participation in the first race and review of race performance.

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:

- codes of practice and legislation pertaining to greyhound racing
- prohibited substances
- principles and practices of greyhound training:
 - abnormal behaviour indicating less than optimum physical and behavioural wellbeing
 - application of learning theory and behaviour modification techniques to behaviour in the racing context
 - behaviours required for successful racing outcomes
 - enrichment and socialisation needs of greyhounds
 - equipment used in training and its use
 - common illnesses and injuries in greyhounds, including industry specific anatomical terminology
 - methods of rectifying and modifying undesirable behaviour in the kennel environment
 - types of learning and behaviour modification techniques
 - how to modify training programs to address specific issues
 - normal greyhound behaviour and individual variations in behaviour
 - role of enrichment and socialisation in training and educating a greyhound
 - safe and humane methods for greyhound handling
 - fitness conditioning of racing greyhounds

- principles of planning training and racing programs for greyhounds
- stages of training and education for greyhounds for racing
- industry grading and racing knowledge:
 - grading policies and nomination procedure
 - industry terminology related to trialling and racing greyhounds, including type and class of race
 - local racing related policies
 - race day and trial day procedures
 - rules of racing related to grading and racing of racing greyhounds
 - track features and race distances.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment or an environment that accurately represents real workplace conditions
- resources, equipment and materials:
 - racing greyhounds
 - workplace resources typically found in a greyhound establishment
- specifications:
 - greyhound industry standards and rules of racing.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG308 Whelp greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to whelp greyhounds.

The unit applies to individuals who prepare greyhounds for whelping, monitor the breeding female, and assist with delivery of greyhound puppies.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for greyhound whelping	1.1 Estimate and record anticipated greyhound whelping date 1.2 Identify the whelping area 1.3 Thoroughly clean the whelping area 1.4 Line the whelping box with appropriate bedding

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	<p>1.5 Prepare the whelping box and bedding in a warm, dry, quiet place, according to industry rules and regulations animal welfare and ethics codes of practice and requirements</p> <p>1.6 Prepare an action strategy that includes access to veterinary support in the case of difficulties presenting</p>
2. Monitor greyhound whelping	<p>2.1 Arrange for the breeding greyhound female to become accustomed to the box several weeks before whelping</p> <p>2.2 Monitor breeding greyhound female's general health, appetite, restlessness and nesting behaviour, according to greyhound health and animal welfare and ethics codes of practice and requirements</p>
3. Assist with greyhound whelping	<p>3.1 Ensure that the breeding greyhound female is in a safe and accessible place at the time of whelping</p> <p>3.2 Clear membranes from the pups, if the breeding greyhound female is unable to</p> <p>3.3 Tie off and treat the umbilical cord, if the greyhound breeding female does not chew through it</p> <p>3.4 Watch the breeding greyhound female closely between delivering puppies and monitor bonding</p> <p>3.5 Record the time each pup is born and the colour, sex and weight of each pup</p> <p>3.6 Assist pups to attach to a nipple if necessary</p> <p>3.7 Ensure appropriate temperature of the new born pups is maintained</p>
4. Conclude greyhound whelping	<p>4.1 Enable the breeding greyhound female to have a toilet break and give her a clean-up</p> <p>4.2 Encourage the breeding greyhound female to have some food and water</p> <p>4.3 Maintain whelping area and box and replace bedding as required</p> <p>4.4 Ensure the breeding greyhound female is settled and all the pups are suckling</p> <p>4.5 Arrange for a post-whelping check with a veterinarian and the safe disposal of stillborn pups, if required, and according to workplace processes and legislative requirements</p>
5. Complete greyhound	5.1 Complete whelping notice and lodge with relevant state authority

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
registration processes	5.2 Complete and lodge litter registration forms with relevant state authority

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Get the work done	<ul style="list-style-type: none"> Solve problems as they arise, during and after birth of pups

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG308 Whelp greyhounds	Not applicable	New unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG308 Whelp greyhounds

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all of the elements and performance criteria of this unit. There must be evidence that the individual has:

- assisted with the birth of at least one litter of puppies through all the stages outlined in this unit of competency.

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:

- greyhound health and welfare principles
- whelping procedures and practices
- procedures to access veterinary support and when a veterinarian is required
- materials and equipment for whelping
- physiological needs of pregnant and whelping breeding females
- stages and length of pregnancy in greyhounds
- recommended methods of maintaining temperature for newborn pups
- dealing with orphan puppies
- disposing of deceased puppies
- recognition of healthy and unhealthy puppies
- anatomical and physiological terminology, glossary of terms and nomenclature related to greyhound/dog reproduction
- housing requirements for mother and young – part of gestational care
- normal and abnormal animal behaviour post whelping
- infection control procedures.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:

- a greyhound establishment or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - a breeding female greyhound
 - materials and equipment needed for greyhound whelping.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRPSG309 Educate a greyhound

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to educate a young greyhound and prepare it for a racing career.

The unit applies to individuals who educate young greyhounds for the greyhound racing industry.

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Pre-requisite Unit

RGRPSG201 Handle greyhounds

Unit Sector

Performance services greyhounds (PSG)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify greyhound types of learning and behaviour	1.1 Identify greyhound breed specific behavioural patterns and determine normal and abnormal behaviour in greyhounds 1.2 Determine types of learning and behaviour modification techniques for greyhounds

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	1.3 Identify developmental milestones in young greyhounds 1.4 Identify enrichment and socialisation needs of greyhounds, according to industry standards and animal welfare and ethics requirements
2. Transition greyhound to a kennel environment	2.1 Familiarise greyhounds with racing kennel activities and routines 2.2 Apply a variety of workplace approved behaviour modification techniques to condition young greyhounds to kennel routines and procedures
3. Develop and implement training plans for young greyhounds	3.1 Determine individual greyhound behaviour, skills, health and fitness 3.2 Select training strategies to achieve desirable behaviours and fitness in the context of primary education according to racing policies, regulations, codes of practice and the rules of racing and animal welfare and ethics requirements 3.3 Familiarise greyhounds with equipment used in training and racing 3.4 Develop physical fitness and chasing behaviour in young greyhounds 3.5 Seek specialist advice where appropriate

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Writing	<ul style="list-style-type: none"> Use clear, specific and industry-related terminology to complete and update workplace documentation relating to greyhound education
Oral Communication	<ul style="list-style-type: none"> Conduct discussion with peers, supervisors and greyhound owners that displays knowledge about educating greyhounds in a manner that is clearly understood

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRPSG309 Educate a greyhound	Not applicable	New unit	No equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRPSG309 Educate a greyhound

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

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:

- educated at least two greyhounds, including:
 - adapted exercise and training programs according to individual greyhound responses, fitness and ability
 - applied a variety of behaviour modification techniques to condition behaviours associated with racing and with kennel routines and procedures
 - modified programs to address specific issues.

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:

- rules of racing, local racing policies, regulations and codes of practice, including the ability to find these and to identify any aspects that apply to educating a greyhound
- Five Domains model of animal welfare
- principles and practices for educating greyhounds
- abnormal behaviour indicating less than optimum physical and behavioural wellbeing
- application of learning theory and behaviour modification techniques to behaviour in the context of educating a greyhound
- behaviours required for successful racing outcomes
- common illnesses and injuries in young greyhounds, including industry specific anatomical terminology
- methods to develop fitness in young greyhounds
- equipment used in educating greyhounds and its use
- normal greyhound behaviour and individual variations in behaviour
- role of enrichment and socialisation
- safe and humane methods for greyhound handling
- sources of specialist advice in regards to injury, illness or behavioural problems.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a greyhound establishment where greyhounds are educated, or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - young racing greyhounds in education
 - workplace resources typically found in a greyhound establishment
- specifications:
 - greyhound industry 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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

ACMGAS202 Participate in workplace communications

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to participate in workplace communications in an animal care and management environment.

This unit applies to new entrants to the animal care and management industry. Animal care may occur in a wide variety of workplaces, including retail pet stores, kennels and catteries, shelters, veterinary practices, zoos, animal research facilities and others. The unit applies to individuals who work under general supervision and exercise limited autonomy with some accountability for their own work. They undertake defined activities and work in a structured context.

No occupational licensing, legislative or certification requirements are known to apply to this unit at the time of publication.

Pre-requisite Unit

Nil

Unit Sector

General Animal Studies (GAS)

Elements and Performance Criteria

Element	Performance criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Follow routine instructions	1.1 Listen to and interpret spoken instructions 1.2 Follow instructions and procedures in an appropriate sequence for the task and in accordance with the information received

Element	Performance criteria
	1.3 Ask supervisor for clarification when required
2. Obtain and provide information in response to workplace requirements	2.1 Obtain specific information from the relevant source 2.2 Interpret information 2.3 Provide information clearly and precisely in written or verbal format as required 2.4 Ensure all personal interaction is courteous, and enquiries are clear and concise 2.5 Store information following organisational procedures
3. Complete relevant work-related documents	3.1 Complete work-related documents accurately 3.2 Record workplace data on manual or electronic forms and documents 3.3 Use basic mathematical processes for routine workplace calculations 3.4 Check information on forms and documents and correct errors 3.5 Report work progress to supervisor
4. Participate in workplace meetings and discussions	4.1 Attend team meetings on time 4.2 Express opinions clearly and listen to opinions of others without interruption 4.3 Ensure input to meetings and discussions is consistent with the purpose and established protocols 4.4 Interact courteously with colleagues and clients 4.5 Ask questions about workplace procedures and issues as required 4.6 Interpret and implement outcomes of meetings and discussions in line with job role

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Navigate the world of	<ul style="list-style-type: none"> Knowing current workplace procedures

Skill	Description
work	
Get the work done	<ul style="list-style-type: none">Anticipate work problems and discuss with supervisor

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMGAS202 Participate in workplace communications	ACMGAS202A Participate in workplace communications	Updated to meet Standards for Training Packages Elements 1 and 2 combined Assessment requirements revised	Equivalent unit

Links

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

Assessment Requirements for ACMGAS202 Participate in workplace communications

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0.

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 participated in workplace communications on two separate occasions, including:

- followed routine instructions
- participated appropriately in a workplace meeting or discussion
- accurately completed a workplace document
- accurately completed routine workplace calculations
- obtained and provided information in response to a specific request.

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:

- modes of communication appropriate in animal care workplaces
- effective communication skills across a range of modes
- effective communication principles for use in teams
- communication procedures and systems, and technology relevant to the organisation and own work responsibilities.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - an environment that accurately reflects a real workplace setting
- resources, equipment and materials:
 - equipment and resources appropriate to work undertaken in an animal care environment

- specifications:
 - access to organisational policies and procedures
- relationships (internal and/or external):
 - interactions with team members.

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>

ACMWHS201 Participate in workplace health and safety processes

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care Management Training Package Version 1.0.

Application

This unit of competency describes the skills and knowledge required to work safely and participate in work health and safety processes in an animal care environment.

This unit applies to individuals who require knowledge of work, health and safety to carry out their own work, either under direct supervision or with some individual responsibility.

No occupational licensing, legislative or certification requirements apply to this unit at the time of publication.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Pre-requisite Unit

Nil

Unit Sector

Work Health and Safety (WHS)

Elements and Performance Criteria

Elements	Performance Criteria
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<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Plan and prepare to work safely	1.1 Locate and interpret information on WHS related to work area 1.2 Identify WHS responsibilities in the workplace 1.3 Identify hazards in the work area 1.4 Take action to control risks in own control 1.5 Report other hazards and risks to supervisor 1.6 Carry out pre-start checks according to workplace procedures
2. Conduct work safely	2.1 Use personal protective equipment correctly 2.2 Follow work procedures and work instructions to ensure safe work 2.3 Report incidents and injuries to supervisor 2.4 Undertake WHS housekeeping in work area 2.5 Identify own levels of stress and fatigue to ensure ability to work safely and sustainably
3. Participate in work health and safety activities	3.1 Contribute to workplace meetings, workplace inspections and other WHS consultative activities 3.2 Raise WHS issues with designated personnel in line with workplace policies and procedures 3.3 Contribute to improving WHS systems and processes
4. Follow emergency response procedures	4.1 Identify and report emergency situations 4.2 Follow organisation procedures for responding to emergencies

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Access and follow information in standard workplace procedures, work instructions and emergency procedures

Skill	Description
Oral communication	<ul style="list-style-type: none">• Provide accurate descriptions of hazards, risks, incidents and injuries to supervisor

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMWS201 Participate in workplace health and safety processes	ACMWS201A Participate in workplace health and safety processes	Updated to meet Standards for Training Packages	Equivalent unit
	ACMOHS201A Participate in occupational health and safety processes	Updated to meet Standards for Training Packages Reflect national WHS legislation	Equivalent unit

Links

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

Assessment Requirements for ACMWHS201 Participate in workplace health and safety processes

Modification History

Release	Comments
Release 1	This version released with ACM Animal Care Management Training Package Version 1.0.

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:

- followed workplace instructions to carry out a minimum of three animal care tasks safely, including:
 - identified hazards
 - controlled risks within own control
 - supported others to work safely
 - reported risks to supervisor
 - used appropriate personal protective equipment
- contributed to a minimum of two WHS activities
- identified requirements for a minimum of two types of emergency situations that may occur in an animal care environment.

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:

- organisation policies and procedures relevant to own work
- common workplace hazards that occur in an animal care environment, including those caused by:
 - animal bites, envenomation, kicks, scratches, crush injuries
 - hazardous chemicals
 - body fluids
 - chemicals and medicines
 - sharps

- manual tasks
- noise
- gravity
- machinery and equipment
- extreme temperatures
- spills
- controls to eliminate hazards typical in the animal care environment
- personal protective equipment, including:
 - clothing and footwear
 - face and eye protection
 - hand protection
 - head protection
 - hearing protection
 - respiratory protection
- typical workplace safety signs found in an animal care environment
- signs of personal stress and fatigue and potential to affect safe work
- typical emergency situations that may occur in an animal care environment, including:
 - serious injury events
 - events requiring evacuation
 - fires and explosions
 - hazardous substance and chemical spills
 - explosion and bomb alerts
 - security emergencies, such as intruders and disturbed persons
 - internal emergencies, such as loss of power or water supply and structural collapse
 - external emergencies and natural disasters, such as flood, storm and traffic accident
- the WHS roles and responsibilities of employees, supervisors and managers in the workplace.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - a workplace or simulated environment that accurately reflects work undertaken in a real workplace setting
- resources, equipment and materials:
 - equipment and resources appropriate to work being undertaken in an animal care environment
- specifications:
 - relevant organisational policies and procedures
 - current WHS legislation and regulations
- relationships (internal and/or external):

- interaction with others.

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>

BSBSMB303 Organise finances for the micro business

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to estimate start-up costs, financial viability and projected cash flow for a micro business with reference to candidates' personal financial situation.

It applies to individuals who are establishing or operating a micro business providing self-employment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Small and Micro Business

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Ascertain own financial position and ability to provide capital/equity for the business	1.1 Realistically detail personal, family or community financial situation showing funds available and commitments already incurred 1.2 Determine equity finance and assets available for micro business from personal, family or community sources
2. Determine projected cash flow for the business	2.1 Determine level of forecast business activity over a year and the business mix

ELEMENT	PERFORMANCE CRITERIA
	<p>2.2 Estimate establishment costs for the business and repayment schedule for borrowings</p> <p>2.3 Calculate monthly variable and fixed costs needed to conduct business activity over a year</p> <p>2.4 Estimate personal drawings needed from the business</p> <p>2.5 Estimate monthly income generated by the business for a year, based on price per unit item or hourly charge rate for labour</p> <p>2.6 Develop a cash flow budget for the first year of business operation</p> <p>2.7 Seek professional advice to estimate goods and services tax and operating finance required for the business</p>
3. Source required funds to establish the business	<p>3.1 Estimate required funding to establish and run the business based on expected sales and activity levels, available finances and commitments</p> <p>3.2 Investigate methods of accessing alternative sources of finance</p> <p>3.3 Identify strategies for meeting financial obligations</p> <p>3.4 Implement plans to access available funds as required</p>
4. Monitor business profitability	<p>4.1 Maintain and review monthly expenditure and income records</p> <p>4.2 Compare equity at beginning and end of a year to estimate business performance</p> <p>4.3 Assess financial viability of the business after a year of operation</p> <p>4.4 Seek professional advice on depreciation, insurance and tax implications of the business</p>

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1, 2.1, 3.2, 4.1-4.3	<ul style="list-style-type: none"> Gathers, interprets and analyses a variety of textual information from a range of sources and identifies relevant and key information

Writing	1.1, 2.6, 2.7, 3.4, 4.4	<ul style="list-style-type: none"> • Uses factual information and industry related terminology to complete required workplace documentation
Oral Communication	1.1, 2.7, 4.4	<ul style="list-style-type: none"> • Articulates clearly using vocabulary and features suitable to audience • Uses listening and questioning techniques to seek information and confirm understanding
Numeracy	1.1, 1.2, 2.1-2.7, 3.1, 4.1-4.3	<ul style="list-style-type: none"> • Analyses numerical information to calculate revenue and expense forecasts and estimate funding required to run the business
Navigate the world of work	1.1	<ul style="list-style-type: none"> • Uses a systematic process for developing career, identifying personal commitments and accepting realistic possibilities
Get the work done	1.1, 1.2, 2.1-2.7, 3.1-3.4, 4.3, 4.4	<ul style="list-style-type: none"> • Determines priorities and sequences steps involved in clearly defined familiar tasks, and identifies and assembles resources required • Understands and explicitly applies some basic principles of analytical and lateral thinking • Uses main features and functions of digital tools to complete work tasks and access information • Usually seeks input and expert advice when decisions involve unfamiliar issues

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBSMB303 Organise finances for the micro business	BSBSMB303A Organise finances for the micro business	<p>Updated to meet Standards for Training Packages</p> <p>Minor edit to Element to clarify intent</p>	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

Assessment Requirements for BSBSMB303 Organise finances for the micro business

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- conduct an investigation of own financial position and needs
- determine projected cash flow for the business
- estimate the funding needed to establish and operate the business
- assess the financial viability of the business.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify sources of specialist financial advice for small business operators
- describe appropriate accounting software for use in the business
- locate the Australia Taxation office (ATO) website and summarise data for operating a micro business
- describe personal attributes needed to run a successful small business
- list courses available for small business owners, including information on how to create a business plan
- summarise sales and marketing strategies
- list appropriate networking communities for small business operators.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Management and Leadership – Small and Micro Business field of work and include access to:

- office equipment and resources

- relevant workplace documentation
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

BSBSMB305 Comply with regulatory, taxation and insurance requirements for the micro business

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to source advice and specialist services to manage business compliance requirements.

It applies to individuals who are establishing or operating a micro business providing self-employment.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Small and Micro Business

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Identify regulatory, taxation and insurance requirements of the business	1.1 Identify regulatory, taxation and insurance requirements that might be relevant to operation of the business 1.2 Gather information that assists in interpreting and explaining regulatory, taxation and insurance requirements 1.3 Investigate relationships between legislation, regulations, codes of practice, associated standards and written material to determine compliance requirements of the business

ELEMENT	PERFORMANCE CRITERIA
2. Develop procedures to ensure compliance and risk minimisation	<p>2.1 Identify business advisers and other sources of assistance relevant to compliance requirements and business type</p> <p>2.2 Explain business type and operations to advisers, covering full scope of the business</p> <p>2.3 Clarify and confirm compliance requirements and risk minimisation needs with advisers</p> <p>2.4 Establish sources of advice and specialist services for regulatory, taxation and insurance compliance</p> <p>2.5 Review advice and procedures against compliance requirements and their appropriateness for the business</p>
3. Implement compliance procedures	<p>3.1 Implement procedures within provided guidelines</p> <p>3.2 Take action to ensure the business complies with relevant taxation and business registration requirements, legislation, regulations, codes of practice and associated standards</p> <p>3.3 Arrange appropriate insurance cover for the business</p>

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1-1.3, 2.1, 2.4, 2.5, 3.1-3.3	<ul style="list-style-type: none"> Identifies and interprets legislative and regulatory information pertinent to business requirements
Writing	1.1, 2.1, 3.2, 3.3	<ul style="list-style-type: none"> Develops material for a specific audience using clear and detailed language to clarify information and requirements
Oral Communication	2.2, 2.3, 3.3	<ul style="list-style-type: none"> Articulates clearly using specific and relevant language suitable to audience to convey requirements, and listening and questioning techniques to confirm understanding
Numeracy	2.5, 3.3	<ul style="list-style-type: none"> Analyses numerical information to calculate specific business requirements Uses formal and informal mathematical language to discuss compliance

Navigate the world of work	1.1, 1.3, 3.1, 3.2	<ul style="list-style-type: none"> • Develops and implements standard procedures • Takes some personal responsibility for adherence to legal and regulatory requirements
Get the work done	1.2, 1.3, 2.1, 2.4, 3.3	<ul style="list-style-type: none"> • Plans, organises and implements tasks required to determine compliance requirements • Understands and explicitly applies some basic principles of analytical and lateral thinking • Takes responsibility for the outcomes of routine decisions related directly to own role • Determines priorities and sequences steps involved in clearly defined familiar tasks, and identifies and assembles resources required

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBSMB305 Comply with regulatory, taxation and insurance requirements for the micro business	BSBSMB305A Comply with regulatory, taxation and insurance requirements for the micro business	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet - <https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

Assessment Requirements for BSBSMB305 Comply with regulatory, taxation and insurance requirements for the micro business

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- identify regulatory, taxation and insurance compliance requirements, and risk minimisation needs of the business
- identify sources of advice on compliance and risk minimisation procedures for the business
- complete a development and review of procedures for compliance and risk minimisation (with assistance from advisers).

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once.

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- identify business registration and licensing requirements
- list commonwealth, state/territory and local government legislative requirements relating to business operation
- categorise the nature of legal responsibility
- pinpoint relevant industry codes of practice
- list relevant health and safety responsibilities
- name sources of advice and specialist services
- identify sources of information about regulatory, taxation and insurance requirements and issues
- outline taxation requirements.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Management and Leadership – Small and Micro Business field of work and include access to:

- office equipment and resources
- relevant legislation, regulations, standards and codes
- relevant workplace documentation
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

BSBSMB407 Manage a small team

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Application

This unit describes the skills and knowledge required to select, induct, train and develop staff members to enhance business operations within the parameters of all relevant legislative requirements.

It applies to individuals who operate a small business that stands alone, or is part of a department within a larger organisation. Individuals in this role have a good knowledge of industrial relations and team management and use effective, responsive and supportive communication in workplace interactions.

No licensing, legislative or certification requirements apply to this unit at the time of publication.

Unit Sector

Management and Leadership – Small and Micro Business

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Develop staffing plan	1.1 Determine staffing requirements to allow the business to run effectively, in accordance with requirements outlined in the business plan 1.2 Identify and compare existing skills/competencies of owner/s and staff with business requirements to identify any gaps 1.3 Develop policies and procedures for owner/s and staff, in

ELEMENT	PERFORMANCE CRITERIA
	accordance with the business plan
2. Recruit, induct, train and retain team	<p>2.1 Develop job/position descriptions, competencies required and selection criteria to meet business' needs</p> <p>2.2 Judge information obtained from each candidate against specified selection criteria, and select according to business needs and legal requirements</p> <p>2.3 Induct new staff members in accordance with policies and procedures of the business</p> <p>2.4 Make team members aware of their responsibilities and performance requirements as soon as practicable, and take opportunities to coach team members who are unfamiliar with procedures of the business</p> <p>2.5 Develop and implement a staff development program and career paths based on requirements of business and staff competencies</p> <p>2.6 Advertise staff vacancies appropriately in accordance with staffing plan</p>
3. Comply with industrial relations obligations	<p>3.1 Clarify workplace rights and obligations of employers and employees, in accordance with legal requirements and codes of practice</p> <p>3.2 Counsel staff, if required, in a positive and constructive manner and record outcomes accurately</p>
4. Maintain staff records	<p>4.1 Develop staff records system to provide timely and accurate information, in accordance with confidentiality, legal and taxation requirements</p> <p>4.2 Monitor and accurately maintain system for recording and retrieving personnel and payroll information, and seek specialist advice where required</p>
5. Manage staff	<p>5.1 Regularly review contribution and skills of self and other team members to ensure performance is in line with agreed performance measures</p> <p>5.2 Monitor and adjust staffing requirements to respond to any changes in tasks and functions required by the business</p> <p>5.3 Support and encourage staff, and acknowledge and reward their contribution</p> <p>5.4 Regularly provide opportunities for staff to discuss work related issues</p> <p>5.5 Develop contingency plans to cope with unexpected or extreme</p>

ELEMENT	PERFORMANCE CRITERIA
	situations and take appropriate corrective action as required
6. Review team performance	<p>6.1 Develop positive and constructive relationships with and between team members</p> <p>6.2 Review and update team objectives in support of business goals on a regular basis in consultation with team members</p> <p>6.3 Identify strengths and weaknesses of team against current and expected work requirements</p> <p>6.4 Schedule time, on a regular basis, for team members to review work operations to maintain and improve operational efficiency</p> <p>6.5 Encourage team members to monitor their own performance, suggest improvements and identify professional development needs, in accordance with personal and business requirements</p> <p>6.6 Monitor and review staff turnover rate</p>

Foundation Skills

This section describes language, literacy, numeracy and employment skills incorporated in the performance criteria that are required for competent performance.

Skill	Performance Criteria	Description
Reading	1.1-1.3, 2.2, 2.3, 2.5, 2.6, 3.1, 4.1, 4.2, 5.1, 6.3, 6.5, 6.6	<ul style="list-style-type: none"> Evaluates complex text to determine legislative, regulatory and workplace documentation
Writing	1.3, 2.1-2.6, 3.1, 3.2, 4.1, 4.2, 5.5, 6.1-6.3, 6.5	<ul style="list-style-type: none"> Prepares written reports and workplace documentation that communicate complex information clearly and effectively
Oral Communication	1.2, 2.3, 2.4, 3.2, 4.2, 5.3, 5.4, 6.1, 6.2, 6.5	<ul style="list-style-type: none"> Articulates clearly using specific and relevant language suitable to audience to convey requirements, and employs listening and questioning techniques to confirm understanding Participates in verbal negotiations and coaching using language suitable to audience
Numeracy	6.4	<ul style="list-style-type: none"> Uses basic mathematical formulas to review staff performances within available work schedules
Navigate the	1.3, 2.2, 2.3, 3.1, 4.1	<ul style="list-style-type: none"> Applies understanding of legal responsibilities to the planning and implementation of tasks

world of work		<ul style="list-style-type: none"> Develops and revises organisational policies and procedures
Interact with others	1.2, 2.4, 3.2, 5.3, 5.4, 6.1, 6.2, 6.5	<ul style="list-style-type: none"> Collaborates with others to achieve joint outcomes, playing an active role in facilitating effective group interaction and influencing direction Looks for ways of establishing connections and building genuine understanding with a diverse range of people Actively identifies important communication exchanges, selecting appropriate channels and format to suit purpose and audience
Get the work done	1.1, 1.2, 2.2, 2.3, 2.5, 4.2, 5.1, 5.2, 5.5, 6.3, 6.4, 6.6	<ul style="list-style-type: none"> Plans, organises and implements tasks required to manage a team Makes a range of critical and non-critical decisions in relatively complex situations, taking a range of constraints into account Uses formal and informal processes to monitor implementation of ideas and reflect on outcomes Anticipates potential problems and has contingency plans ready for implementation Uses digital technologies and systems to enter, store and access information

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
BSBSMB407 Manage a small team	BSBSMB407A Manage a small team	Updated to meet Standards for Training Packages	Equivalent unit

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

Assessment Requirements for BSBSMB407 Manage a small team

Modification History

Release	Comments
Release 1	This version first released with BSB Business Services Training Package Version 1.0.

Performance Evidence

Evidence of the ability to:

- use the business plan to:
 - determine staffing requirements
 - conduct skill-gap staff training
 - develop policies and procedures
- develop job descriptions and selection criteria
- determine induction processes
- implement staff development program
- adhere to legal requirements and codes of practice
- develop staff records system
- conduct ongoing performance measures
- communicate effectively with staff members
- develop contingency plans
- develop strategies to review team performance
- monitor and review staff performance.

Note: If a specific volume or frequency is not stated, then evidence must be provided at least once

Knowledge Evidence

To complete the unit requirements safely and effectively, the individual must:

- discuss legislative requirements relating to the business operation
- explain work health and safety responsibilities and procedures for managing hazards
- summarise relevant industry awards/enterprise agreements
- outline approaches to staff development and career planning
- summarise staff counselling, grievance and disciplinary procedures
- identify unfair dismissal legislation and procedures.

Assessment Conditions

Assessment must be conducted in a safe environment where evidence gathered demonstrates consistent performance of typical activities experienced in the Management and Leadership – Small and Micro Business field of work and include access to:

- office equipment and resources
- relevant legislation, regulations, standards and codes
- relevant workplace documentation
- case studies and, where possible, real situations
- interaction with others.

Assessors must satisfy NVR/AQTF assessor requirements.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=11ef6853-ceed-4ba7-9d87-4da407e23c10>

HLTAID003 Provide first aid

Modification History

Release	Comments
Release 6	Updated: <ul style="list-style-type: none">• assessor requirements statement• foundation skills lead in statement• licensing statement• modification history to reflect 2012 standards Equivalent outcome.
Release 5	Updated mapping information. Changes to assessment requirements. Equivalent outcome.
Release 4	Updated mapping information. Equivalent outcome.
Release 3	Updated mapping information.
Release 2	Minor corrections to formatting to improve readability. Equivalent competency outcome.
Release 1	This version was released in <i>HLT Health Training Package release 1.0</i> and meets the requirements of the 2012 Standards for Training Packages. Significant changes to elements and performance criteria, changes to scope of unit. New evidence requirements for assessment. Removal of prerequisite unit.

Application

This unit describes the skills and knowledge required to provide a first aid response to a casualty. The unit applies to all workers who may be required to provide a first aid response in a range of situations, including community and workplace settings.

Specific licensing /regulatory requirements relating to this competency, including requirements for refresher training should be obtained from the relevant national/state/territory Work Health and Safety Regulatory Authorities.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

1. Respond to an emergency situation

- 1.1 Recognise an emergency situation
- 1.2 Identify, assess and manage immediate hazards to health and safety of self and others
- 1.3 Assess the casualty and recognise the need for first aid response
- 1.4 Assess the situation and seek assistance from emergency response services

2. Apply appropriate first aid procedures

- 2.1 Perform cardiopulmonary resuscitation (CPR) in accordance with Australian Resuscitation Council (ARC) guidelines
- 2.2 Provide first aid in accordance with established first aid principles
- 2.3 Display respectful behaviour towards casualty
- 2.4 Obtain consent from casualty where possible
- 2.5 Use available resources and equipment to make the casualty as comfortable as possible
- 2.6 Operate first aid equipment according to manufacturer's instructions
- 2.7 Monitor the casualty's condition and respond in accordance with first aid principles

3. Communicate details of the incident

- 3.1 Accurately convey incident details to emergency response services
- 3.2 Report details of incident to workplace supervisor as appropriate
- 3.3 Maintain confidentiality of records and information in line with statutory and/or organisational policies

ELEMENT**PERFORMANCE CRITERIA**

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

4. Evaluate the incident and own performance

4.1 Recognise the possible psychological impacts on self and other rescuers involved in critical incidents

4.2 Participate in debriefing to address individual needs

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>

Assessment Requirements for HLTAID003 Provide first aid

Modification History

Release	Comments
Release 6	Updated: <ul style="list-style-type: none"> • assessor requirements statement • foundation skills lead in statement • licensing statement • modification history to reflect 2012 standards Equivalent outcome.
Release 5	Updated mapping information. Changes to assessment requirements. Equivalent outcome.
Release 4	Updated mapping information. Equivalent outcome.
Release 3	Updated mapping information.
Release 2	Minor corrections to formatting to improve readability. Equivalent competency outcome.
Release 1	<p>This version was released in <i>HLT Health Training Package release 1.0</i> and meets the requirements of the 2012 Standards for Training Packages.</p> <p>Significant changes to elements and performance criteria, changes to scope of unit. New evidence requirements for assessment.</p> <p>Removal of prerequisite unit.</p>

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role.

There must be evidence that the candidate has completed the following tasks in line with state/territory regulations, first aid codes of practice, Australian Resuscitation Council (ARC) guidelines and workplace procedures:

- Followed DRSABCD in line with ARC guidelines, including:

- performed at least 2 minutes of uninterrupted single rescuer cardiopulmonary resuscitation (CPR) (5 cycles of both compressions and ventilations) on an adult resuscitation manikin placed on the floor
- performed at least 2 minutes of uninterrupted single rescuer CPR (5 cycles both compressions and ventilations) on an infant resuscitation manikin placed on a firm surface
- responded appropriately in the event of regurgitation or vomiting
- managed the unconscious breathing casualty
- followed single rescue procedure, including the demonstration of a rotation of operators with minimal interruptions to compressions
- followed the prompts of an Automated External Defibrillator (AED)
- Responded to at least two simulated first aid scenarios contextualised to the candidate's workplace/community setting, including:
 - conducted a visual and verbal assessment of the casualty
 - demonstrated safe manual handling techniques
 - post-incident debrief and evaluation
 - provided an accurate verbal or written report of the incident
- Applied first aid procedures for the following:
 - allergic reaction
 - anaphylaxis
 - bleeding control
 - choking and airway obstruction
 - envenomation, using pressure immobilisation
 - fractures, sprains and strains, using arm slings, roller bandages or other appropriate immobilisation techniques
 - respiratory distress, including asthma
 - shock

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- State/Territory regulations, first aid codes of practice and workplace procedures including:
 - ARC Guidelines relevant to provision of CPR and first aid
 - safe work practices to minimise risks and potential hazards
 - infection control principles and procedures, including use of standard precautions
 - requirements for currency of skill and knowledge
- legal, workplace and community considerations including:
 - awareness of potential need for stress-management techniques and available support following an emergency situation
 - duty of care requirements

- respectful behaviour towards a casualty
- own skills and limitations
- consent
- privacy and confidentiality requirements
- importance of debriefing
- considerations when providing first aid including:
 - airway obstruction due to body position
 - appropriate duration and cessation of CPR
 - appropriate use of an AED
 - chain of survival
 - standard precautions
 - how to conduct a visual and verbal assessment of the casualty
- principles and procedures for first aid management of the following scenarios:
 - abdominal injuries
 - allergic reaction
 - anaphylaxis
 - basic care of a wound
 - bleeding control
 - burns
 - cardiac conditions, including chest pain
 - choking and airway obstruction
 - crush injuries
 - diabetes
 - dislocations
 - drowning
 - envenomation
 - environmental impact, including hypothermia, hyperthermia, dehydration and heat stroke
 - eye and ear injuries
 - fractures
 - febrile convulsions
 - head, neck and spinal injuries
 - minor skin injuries
 - needle stick injuries
 - poisoning and toxic substances
 - respiratory distress, including asthma
 - seizures, including epilepsy
 - shock
 - soft tissue injuries, including strains and, sprains
 - stroke

- unconsciousness
- basic anatomy and physiology relating to:
 - how to recognise a person is not breathing normally
 - chest
 - response/consciousness
 - upper airway and effect of positional change
 - considerations in provision of first aid for specified conditions

Assessment Conditions

Skills must be demonstrated working individually in an environment that provides realistic in-depth, industry-validated scenarios and simulations to assess candidates' skills and knowledge.

Assessment resources must include:

- adult and infant resuscitation manikins in line with ARC Guidelines for the purpose of assessment of CPR procedures
- adrenaline auto-injector training device
- AED training device
- placebo bronchodilator and spacer device
- roller bandages
- triangular bandages
- workplace First Aid kit
- workplace injury, trauma and/or illness record, or other appropriate workplace incident report form for written reports
- wound dressings

Simulated assessment environments must simulate the real-life working environment where these skills and knowledge would be performed, with all the relevant equipment and resources of that working environment.

Assessor requirements

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>

HLTWHS001 Participate in workplace health and safety

Modification History

Release	Comments
Release 3	Updated: <ul style="list-style-type: none">• assessor requirements statement• foundation skills lead in statement• licensing statement• modification history to reflect 2012 standards Equivalent outcome.
Release 2	Minor corrections to formatting to improve readability. Equivalent competency outcome.
Release 1	This version was released in <i>HLT Health Training Package release 1.0</i> and meets the requirements of the 2012 Standards for Training Packages. Updated to incorporate content of unit HLTWHS200A. Revised scope of unit to reflect requirements of workers. New evidence requirements for assessment.

Application

This unit describes the skills and knowledge required for workers to participate in safe work practices to ensure their own health and safety, and that of others.

The unit applies to all workers who require knowledge of workplace health and safety (WHS) to carry out their own work, either under direct supervision or with some individual responsibility.

The skills in this unit must be applied in accordance with Commonwealth and State/Territory legislation, Australian/New Zealand standards and industry codes of practice.

Elements and Performance Criteria

ELEMENT

PERFORMANCE CRITERIA

Elements define the essential outcomes.

Performance criteria specify the level of performance needed to demonstrate achievement of the element.

1. Follow safe work practices

- 1.1 Follow workplace policies and procedures for safe work practices
- 1.2 Identify existing and potential hazards in the workplace, report them to designated persons, and record them according to workplace procedures
- 1.3 Follow workplace emergency procedures

2. Implement safe work practices

- 2.1 Identify and implement WHS procedures and work instructions
- 2.2 Identify and report incidents and injuries to designated persons according to workplace procedures
- 2.3 Take actions to maintain safe housekeeping practices in own work area

3. Contribute to safe work practices in the workplace

- 3.1 Raise WHS issues with designated persons according to organisational procedures
- 3.2 Participate in workplace safety meetings, inspections and consultative activities
- 3.3 Contribute to the development and implementation of safe workplace policies and procedures in own work area

4. Reflect on own safe work practices

- 4.1 Identify ways to maintain currency of safe work practices in regards to workplace systems, equipment and processes in own work area
- 4.2 Reflect on own levels of stress and fatigue, and report to designated persons according to workplace procedures

Foundation Skills

The Foundation Skills describe those required skills (language, literacy, numeracy and employment skills) that are essential to performance.

- *Reading* – in order to accurately read and interpret workplace safety policies and

procedures including safety signs, dangerous goods classifications and safety instructions

The remaining foundation skills essential to performance are explicit in the performance criteria of this unit

Unit Mapping Information

No equivalent unit.

Links

Companion Volume implementation guides are found in VETNet -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>

Assessment Requirements for HLTWHS001 Participate in workplace health and safety

Modification History

Release	Comments
Release 3	Updated: <ul style="list-style-type: none"> • assessor requirements statement • foundation skills lead in statement • licensing statement • modification history to reflect 2012 standards Equivalent outcome.
Release 2	Minor corrections to formatting to improve readability. Equivalent competency outcome.
Release 1	This version was released in <i>HLT Health Training Package release 1.0</i> and meets the requirements of the 2012 Standards for Training Packages. Updated to incorporate content of unit HLTWHS200A. Revised scope of unit to reflect requirements of workers. New evidence requirements for assessment.

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role.

There must be demonstrated evidence that the candidate has completed the following tasks at least once in line with state/territory WHS regulations, relevant codes of practice and workplace procedures:

- contributed to a WHS meeting or inspection in workplace
- conducted a workplace risk assessment and recorded the results
- consistently applied workplace safety procedures in the day-to-day work activities required by the job role
- followed workplace procedures for reporting hazards
- followed workplace procedures for a simulated emergency situation.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the work role. This includes knowledge of:

- state/territory legislation and how it impacts on workplace regulations, codes of practice and industry standards, including:
 - state/territory WHS authorities
 - rights and responsibilities of employers and workers, including duty of care
 - hazardous manual tasks
 - infection control
- safety signs and their meanings, including signs for:
 - dangerous goods classifications
 - emergency equipment
 - personal protective equipment (PPE)
 - specific hazards such as sharps, radiation
- hazard identification, including:
 - definition of a hazard
 - common workplace hazards relevant to the industry setting
 - workplace procedures for hazard identification
- workplace emergency procedures
- workplace policies and procedures for WHS

Assessment Conditions

Skills must be demonstrated:

- in the workplace

OR

- in an environment that provides realistic in-depth industry validated scenarios and simulations to assess candidates' skills and knowledge.

Assessment must ensure use of:

- current workplace policies and procedures for WHS
- PPE relevant to the workplace and job role of the worker

In addition, assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=ced1390f-48d9-4ab0-bd50-b015e5485705>

RGRSTD409 Perform duties of a race day steward

Modification History

Release	Comments
Release 1	This version released with RGR Racing Training Package Version 1.0.

Application

This unit of competency covers the skills and knowledge required to administer race meeting and trial operations. It includes preparing for and conducting race meetings, and hearing protests and conducting reviews.

The unit applies to individuals who have strong communication and supervisory skills and specialist knowledge and skills relating to racing operations, procedures and protocols in the greyhound or horse codes of the racing industry.

The unit is restricted to individuals currently employed as a stipendiary or cadet steward or those who have been approved by a Principal Racing Authority to undertake this unit.

Greyhound, harness and thoroughbred racing is regulated throughout Australia. The relevant Principal Racing Authority appoints all stewards. Users are advised to check with the relevant authority for current requirements.

Animal welfare legislation relevant to interacting with horses applies to workers in this industry. Requirements vary in each state/territory jurisdiction. Users are advised to check with the relevant authority for specific requirements.

NOTE: The terms 'occupational health and safety' (OHS) and 'work health and safety' (WHS) generally have the same meaning in the workplace. In jurisdictions where the national model WHS legislation has not been implemented, RTOs must contextualise the unit of competency by referring to current OHS legislative requirements.

Pre-requisite Unit

Nil

Unit Sector

Steward (STD)

Elements and Performance Criteria

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Prepare for race meetings	1.1 Evaluate information on race form before the race meeting 1.2 Confirm fields and race distances 1.3 Confirm scratchings and any jockey or driver changes 1.4 Liaise with club officials and track staff on track conditions, race club facilities and racing procedures 1.5 Allocate duties to staff at race meetings 1.6 Confirm control of restricted areas 1.7 Inspect and assess track condition for racing safety 1.8 Declare track rating according to racing protocols and procedures
2. Conduct race meetings	2.1 Refer animal welfare issues to veterinarian or other specialist 2.2 Identify and resolve racing participant WHS issues 2.3 Conduct races within time available and according to racing protocols and procedures 2.4 Confirm results and any changes are relayed to on and off course wagering operators 2.5 Confirm places and rider weights for thoroughbred code and announce all clear 2.6 Manage operations and incidents within time available 2.7 Refer race day issues to nominated personnel for resolution 2.8 Manage race day incidents and emergencies following racing protocols and safe operating procedures 2.9 Assist riders, drivers and/or others after critical race incidents
3. Hear protests	3.1 Provide notice of protest to racing participants 3.2 Call persons involved to investigation 3.3 Hear and evaluate protest and announce protest decision according to racing protocols and procedures
4. Conduct race reviews	4.1 Review vision of each race and discuss with steward panel members 4.2 Call jockeys, drivers, or greyhound trainer involved in incident to

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	investigation 4.3 Provide own observations regarding racing incidents 4.4 Take statements, ask questions and review available vision of incident 4.5 Discuss with panel and make a decision 4.6 Issue charge against relevant rule of racing and invoke penalty based on outcome of investigation
5. Reports and post-race activities are finalised	5.1 Ensure chain of custody protocols are followed regarding swab samples 5.2 Finalise steward reports 5.3 Secure evidence for appeals or future reference

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential for performance in this unit of competency but are not explicit in the performance criteria.

Skill	Description
Reading	<ul style="list-style-type: none"> Locate and interpret key information in workplace documentation including rules of racing
Writing	<ul style="list-style-type: none"> Prepare succinct and logically sequenced reports using clear language and accurate industry terminology
Oral communication	<ul style="list-style-type: none"> Use assertive communication techniques to gather, interpret and relay information related to steward duties
Numeracy	<ul style="list-style-type: none"> Analyse race and trial statistical information in hearing protests and conducting race reviews
Navigate the world of work	<ul style="list-style-type: none"> Work independently and collectively; adhering to racing regulations and workplace procedures including safe work and animal welfare requirements
Interact with others	<ul style="list-style-type: none"> Liaise and communicate with others working within the boundaries set by regulatory bodies, and racing industry protocols and practices
Get the work done	<ul style="list-style-type: none"> Plan, schedule and allocate multiple tasks and resources within time constraints to ensure efficient race day operations

Skill	Description
	<ul style="list-style-type: none">Analyse evidence systematically and make decisions following clear rules and guidelines

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
RGRSTD409 Perform duties of a race day steward	RGRSTD401A Perform duties of stipendiary steward at race meetings and trials	Updated to meet Standards for Training Packages Code and title change to reflect outcomes of unit	Equivalent unit

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

Assessment Requirements for RGRSTD409 Perform duties of a race day steward

Modification History

Release	Comments
Release 1	This version released with RGR Racing Training Package Version 1.0.

Performance Evidence

An individual demonstrating competency must satisfy all the elements and performance criteria of this unit. There must be evidence that the individual has performed duties of a race day steward in at least three race meetings, including:

- allocating duties to staff based on a range of operational requirements, staff experience, level of responsibility and complexity of job task
- adhering to safe handling and work practices when working around greyhounds or horses
- observing, inspecting and identifying:
 - different items of industry-approved greyhound and horse race gear and assessing their condition in terms of safe use and need for repair
 - individual animals by industry colours, markings, brands, microchips and documents
 - signs of ill health, injury or pain in racing animals
- communicating with other stewards, racing officials, licensed and registered personnel and other personnel
- reading and controlling races
- enforcing the rules of racing and working within the boundaries set by regulatory bodies, other regulations and the racing industry
- participating in protests and inquiries
- managing race day incidents and emergencies
- monitoring and maintaining WHS and environmental work procedures
- completing duties according to safe operating procedures and nominated time frame
- providing clear and concise reports on race performance in verbal and written formats.

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:

- principles and practices for performing the duties of a steward
- relevant rules of racing
- ethical conduct standards of relevant racing principal authority

- roles and activities of licensed and non-licensed racing industry personnel and track officials
- race day duties to be allocated to staff
- procedures for hearing protests, conducting inquiries and gathering evidence
- types of evidence used in protests and race reviews
- administrative law and natural justice when applied to racing investigations, protests, inquiries and appeals
- chain of custody for swab samples
- workplace policies and procedures
- procedures for communicating with other stewards and officials, including reporting lines within the workplace and wider racing industry
- track ratings and conditions
- methods used to evaluate race form
- greyhound or racehorse identification features
- hazards and potential hazards in the workplace and risk control procedures
- reporting requirements for irregularities and problems
- purpose of gear and reasons for identifying and reporting problems with condition, fit and safety
- racing industry animal welfare requirements
- symptoms of and ways of checking for common signs of injury, ill health or distress in racing animals.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - race meetings or trials or an environment that accurately reflects a real race meeting or trials setting
- resources, equipment and materials:
 - personal protective equipment correctly fitted and appropriate for activity for candidate
 - facilities and equipment typically found at a race meeting
 - scenarios for protests
- specifications:
 - rules of racing and workplace documentation related to performing duties of a race day steward
- relationships (internal and/or external):
 - other stewards and racing personnel.

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=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGR Racing and Breeding Training Package

Modification History

Version	Release Date	Comments
1.0	TBA	Initial release Includes 2 qualifications, 24 units of competency and assessment requirements, and 7 Skill Sets.

Credit Arrangements

Qualification	Credit Arrangements
RGR20216 Certificate II in Racing (Greyhound)	At the time of endorsement of this Training Package no national credit arrangements exist.
RGR30116 Certificate III in Racing (Greyhound)	At the time of endorsement of this Training Package no national credit arrangements exist.

Links

Companion Volumes, including Implementation Guides, are available at VETNet: -
<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c4b8489-f7e1-463b-81c8-6ecce6c192a0>

RGRSS00025 Greyhound Racing Animal Welfare Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set is designed to prepare individuals for work within the greyhound racing industry by providing them with the skills and knowledge to understand, interpret and apply requirements for greyhound health and welfare, as well as the codes of practice and legislative and regulatory requirements that apply in the industry.

Pathways Information

These units provide credit towards a RGR20117 Certificate II in Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG201 Handle greyhounds
- RGRPSG203 Promote and enhance greyhound behaviour
- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice
- RGRPSG208 Promote and enhance greyhound health and welfare

Note: *RGRPSG201 Handle greyhounds* is a prerequisite unit for *RGRPSG208 Promote and enhance greyhound health and welfare*.

Target Group

Individuals involved in any aspect of the greyhound racing industry who need to demonstrate their commitment and understanding of the principles and practices of animal welfare as they apply to greyhounds.

Suggested words for Statement of Attainment

These competencies from the *RGR Racing and Breeding Training Package* meet industry requirements for animal welfare skills appropriate for all those working in the greyhound racing industry.

RGRSS00026 Greyhound Attendant Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides the roles and responsibilities of an attendant who attends greyhounds at race meetings.

Pathways Information

These units provide credit towards a RGR20117 Certificate II in Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- ACMWHS201 Participate in workplace health and safety processes
- RGRPSG201 Handle greyhounds
- RGRPSG205 Attend greyhounds at race meetings
- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice

Note: *RGRPSG201 Handle greyhounds* is a prerequisite unit for *RGRPSG205 Attend greyhounds at race meetings*.

Target Group

This skill set is for those needing to gain the skills and knowledge required to operate as a greyhound attendant at a race meeting.

Suggested words for Statement of Attainment

These competencies meet industry requirements for those working as greyhound attendants.

RGRSS00027 Greyhound Breeding Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides individuals with the knowledge and skills to breed greyhounds.

Pathways Information

These units provide credit towards a Certificate II in RGR20117 Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG201 Handle greyhounds
- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice
- RGRPSG208 Promote and enhance greyhound health and welfare
- RGRPSG305 Coordinate greyhound breeding
- RGRPSG308 Whelp greyhounds

Note: *RGRPSG201 Handle greyhounds* is a prerequisite unit for *RGRPSG208 Promote and enhance greyhound health and welfare*, and *RGRPSG308 Whelp greyhounds*.

Target Group

Persons involved in the greyhound racing industry as greyhound breeders.

Suggested words for Statement of Attainment

These competencies meet industry requirements for those working as greyhound breeders.

RGRSS00028 Greyhound Catcher Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides the knowledge and skills to catch greyhounds at race meetings.

Pathways Information

These units provide credit towards a RGR20117 Certificate II in Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG201 Handle greyhounds
- RGRPSG206 Catch and control greyhounds
- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice

Note: *RGRPSG201 Handle greyhounds* is a prerequisite unit for *RGRPSG206 Catch and control greyhounds*

Target Group

This skill set is for those needing to gain the skills and knowledge required to operate as a greyhound catcher at a race meeting.

Suggested words for Statement of Attainment

These competencies meet industry requirements for those working as greyhound catchers.

RGRSS00029 Greyhound Primary Educator Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides individuals with the skills and knowledge for understanding the primary education requirements and needs of greyhounds.

Pathways Information

These units provide credit towards a RGR20117 Certificate II in Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG201 Handle greyhounds
- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice
- RGRPSG208 Promote and enhance greyhound health and welfare
- RGRPSG309 Educate a greyhound

Note: *RGRPSG201 Handle greyhounds* is a prerequisite unit for RGRPSG208 Promote and enhance greyhound health and welfare, and RGRPSG309 Educate a greyhound.

Target Group

Persons involved in primary education of greyhounds in the greyhound racing industry.

Suggested words for Statement of Attainment

These competencies meet industry requirements for those working as greyhound primary educators.

RGRSS00030 Greyhound Racing Integrity Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides the knowledge and skills required for individuals who work in a variety of occupations within the greyhound racing industry and who wish to meet greyhound racing industry requirements for integrity and ethical practice.

Pathways Information

This unit provides credit towards a RGR20117 Certificate II in Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this unit. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice

Target Group

Persons involved in any aspect of the greyhound racing industry who need to develop skills in racing industry integrity and ethical practice.

Suggested words for Statement of Attainment

This competency meets industry requirements for integrity and ethical practice in the greyhound racing industry.

RGRSS00031 Greyhound Rearing Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides individuals with the knowledge and skills to rear greyhounds.

Pathways Information

These units provide credit towards a RGR20117 Certificate II in Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG201 Handle greyhounds
- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice
- RGRPSG208 Promote and enhance greyhound health and welfare
- RGRPSG301 Rear greyhounds

Note: *RGRPSG201 Handle greyhounds* is a prerequisite unit for *RGRPSG208 Promote and enhance greyhound health and welfare*, and *RGRPSG301 Rear greyhounds*.

Target Group

Persons involved in rearing greyhounds for the greyhound racing industry.

Suggested words for Statement of Attainment

These competencies meet industry requirements for those working in the area of rearing greyhounds.

RGRSS00032 Greyhound Stewarding Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides the knowledge and skills required for individuals who work as race day stewards in the greyhound racing industry.

Pathways Information

These units provide credit towards a Certificate IV in Racing Services (Steward).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice
- RGRPSG304 Participate in greyhound racing inquiries and appeals
- RGRSTD409 Perform the duties of a race day steward

Target Group

Persons involved in the greyhound racing industry working as race day stewards.

Suggested words for Statement of Attainment

These competencies meet industry requirements for those working in the greyhound racing industry as race day stewards.

RGRSS00033 Greyhound Whelping Skill Set

Modification History

Release	Comments
Release 1	This version released with RGR Racing and Breeding Training Package Version 1.0.

Description

This skill set provides individuals with the knowledge and skills required to whelp greyhounds.

Pathways Information

These units provide credit towards a RGR20117 Certificate II in Racing (Greyhound) and RGR30117 Certificate III in Racing (Greyhound).

Licensing/Regulatory Information

Licensing, legislative, regulatory or certification requirements may apply to this Skill Set. Refer to your state or territory Controlling Body or Principal Racing Authority for current licence or registration requirements.

Skill Set Requirements

- RGRPSG201 Handle greyhounds
- RGRPSG207 Demonstrate greyhound racing industry integrity and ethical practice
- RGRPSG208 Promote and enhance greyhound health and welfare
- RGRPSG308 Whelp greyhounds

Note: *RGRPSG201 Handle greyhounds* is a prerequisite unit for *RGRPSG208 Promote and enhance greyhound health and welfare*, and *RGRPSG308 Whelp greyhounds*.

Target Group

Persons involved in the greyhound racing industry as greyhound whelpers.

Suggested words for Statement of Attainment

These competencies meet industry requirements for those working as greyhound whelpers.