



Australian Government

Department of Education, Employment and Workplace Relations

RGRSWA301A Collect non-blood samples from greyhounds or horses

Release: 1

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Modification History

Not Applicable

Unit Descriptor

Unit descriptor

This unit of competency specifies the outcomes required to work under supervision and apply the process for the collection of non-blood samples from racing animals. It requires compliance with laboratory protocols and procedures as well as the rules of racing, OHS regulations and safe operating procedures, which are essential to maintaining the integrity of the samples and the continuity and security of evidence.

This unit of competency operates in work environments of racing administration approved sample collection facilities that may include racecourse, kennel or stable premises.

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

Application of the Unit

Application of the unit

This unit of competency supports racing personnel or other authorised persons who are required to collect non-blood samples from greyhounds or horses under supervision as part of their job role.

Competencies attained in this unit apply to the greyhound, harness or thoroughbred code of the industry. Consequently when performance criteria are applied they will relate to the greyhound code or the harness code or the thoroughbred code, and statements of attainment for this unit will reflect this distinction.

This unit can be contextualised for other industries while also maintaining the integrity of the unit.

Licensing/Regulatory Information

Refer to Unit Descriptor

Pre-Requisites

Prerequisite units

Employability Skills Information

Employability skills This unit contains employability skills.

Elements and Performance Criteria Pre-Content

Elements describe the essential outcomes of a unit of competency.

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

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
Prepare for sample collection.	<ol style="list-style-type: none"> 1. Process for selecting greyhounds or horses to be sampled is confirmed with stewards or supervising veterinarian. 2. <i>Preparation of collecting area</i> and provision of <i>collecting equipment</i> and collection bags are confirmed. 3. Collecting area and equipment are secured. 4. Greyhounds or horses required for non-blood sample collection are identified and escorted to collecting area.
Collect samples.	<ol style="list-style-type: none"> 5. <i>Collection procedures</i> and rights and obligations are explained to nominated witness. 6. Urine collection procedures and protocols are followed. 7. Other <i>non-blood samples</i> are taken in accordance with protocols and procedures. 8. Chain of custody of sampling equipment , documentation and sample is maintained. 9. Swab documentation, packaging, security and shipping protocols are followed. 10. <i>Contingency plans</i> are employed when sample cannot be provided within time frame. 11. <i>Safety of greyhound or horse , self and others</i> is maintained during collection of sample.
Complete sample reports.	<ol style="list-style-type: none"> 12. Sample documents are completed and stored in accordance with racing protocols and procedures. 13. Alterations to collection procedures are recorded and reported to stewards. 14. Incidents that occurred during collection process are recorded and reported to stewards.

Required Skills and Knowledge

REQUIRED SKILLS AND KNOWLEDGE

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

Required skills

- applying safe handling and work practices when dealing with greyhounds or horses
- communicating with stewards, veterinarians, racing officials, licensed and registered personnel and others using assertive communication techniques to gather, interpret and relay information related to non-blood sample collection from

REQUIRED SKILLS AND KNOWLEDGE

greyhounds or horses

- completing duties in accordance with safe operating procedures and nominated time frame
- conducting sample collection processes in accordance with laboratory protocols and procedures, and OHS and animal welfare regulations to ensure the integrity of samples
- demonstrating common greyhound or horse handling skills
- identifying and reporting swabbing irregularities
- identifying animal by colour, brand, sex, and leg and face markings
- maintaining racing code requirements for confidentiality
- providing prompt and succinct information to stewards and others as required
- reading and interpreting workplace documentation and rules of racing
- relating to people from a range of social, cultural and ethnic backgrounds and with varying physical and mental abilities
- responding quickly to requests from stewards or other racing officials
- teamwork skills to ensure completion of job tasks
- using initiative and problem-solving techniques to deal with difficult people
- written communication skills to complete workplace documentation and reports.

Required knowledge

- communication procedures within the race meeting environment and wider racing industry
- ethical conduct standards of relevant racing principal authority
- greyhound or horse behaviour and communication traits
- industry terminology related to race meeting and swabbing procedures
- hazard identification and risk management
- laboratory protocols and procedures
- protocols and procedures for communicating with stewards, and licensed and other racing industry personnel
- racing industry animal welfare requirements
- racing industry safety requirements, including safe operating procedures
- reporting requirements for irregularities and problems, including difficulties in obtaining samples
- sample collection standard operating procedures
- swabbing protocols and associated rules of racing.

Evidence Guide

EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the performance criteria, required skills and knowledge, range statement and the Assessment Guidelines for the Training Package.

Critical aspects for assessment and evidence required to demonstrate competency in this unit

The evidence required to demonstrate competency in this unit must be relevant to workplace operations and satisfy all of the requirements of the performance criteria, required skills and knowledge and the range statement of this unit and include evidence of the following:

- knowledge of the requirements, procedures and instructions that are to apply when collecting non-blood samples from greyhounds or horses
- implementation of procedures and timely techniques for the safe, effective and efficient application of non-blood sample collection from greyhounds or horses
- working with others to undertake and complete procedures that meet required outcomes.

Evidence should be collected over a period of time in a range of workplace-relevant contexts and include dealings with an appropriate range of situations.

Context of, and specific resources for assessment

Competency must be assessed in a racing workplace that provides access to the required resources. Assessment is to occur under standard and authorised work practices, safety requirements and environmental constraints. It is to comply with relevant regulatory requirements or Australian Standards requirements.

Assessment of the practical components of this unit will be by observation of relevant skills.

The following resources must be available:

- a range of greyhounds and harness or thoroughbred horses
- materials and equipment relevant to assessing candidate's ability to perform duties associated with non-blood sample collection
- safe handling areas such as racetracks, including race meetings, related swabbing facilities and Australian racing forensic laboratory
- work instructions and related documentation.

Method of assessment

Assessment methods must satisfy the endorsed

EVIDENCE GUIDE

Assessment Guidelines of the Racing Training Package.

The suggested strategies for the assessment of this unit are:

- written and/or oral assessment of candidate's required knowledge
- observed, documented and firsthand testimonial evidence of candidate's application of practical tasks.

Evidence is required to be demonstrated over a period of time, therefore where performance is not directly observed any evidence should be authenticated by supervisors or other appropriate persons, at least one of whom should be approved by the State Principal Racing Authority.

This unit may be assessed in a holistic way with other units of competency relevant to the industry sector, workplace and job role.

Guidance information for assessment

Assessment methods should reflect workplace demands (e.g. literacy and numeracy demands) and the needs of particular target groups (e.g. people with disabilities, Aboriginal and Torres Strait Islander people, women, people with a language background other than English, youth and people from low socioeconomic backgrounds).

Range Statement

RANGE STATEMENT

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

Preparation of collecting area will include:

- collecting and managing records pertaining to individual sample collection processes
- communicating with other sample collection officers and swab stewards or veterinarians
- checking number and verifying contents of swab kits

RANGE STATEMENT

Collecting equipment will include:

- checking that swab video camera is working
- ensuring swab area is clean
- ensuring appropriate systems and personnel are in place to monitor key operating areas
- preparing paperwork and computer used in sample collection.
- collection bottles
- collection bottle seals and labels
- disposable gloves
- laboratory cards
- swab kit.

Collection procedures will include:

- checking identification of attending witness
- identifying greyhounds or horses to be swabbed
- escorting animal and handler to swab area
- preparing swab kit and swab area
- recording swab kit numbers, taking sample and sealing bottles
- recording swab details
- requesting agent to sign required paperwork
- storing swab samples in secured area prior to dispatch to laboratory for analysis.

Non-blood samples may include:

- saliva
- urine
- other non-invasive samples.

Chain of custody of sampling equipment, documentation and sample may include:

- conditions under which the sample is gathered, including:
 - identification of animals to be tested
 - identification of all personnel
 - duration of sample custody
 - security conditions and manner in which sample is transferred to subsequent custodians
- documents or paper trails showing collection, custody, control, transfer and analysis of physical (evidence) sample
- each transaction completely documented chronologically
- identifiable person always to have physical evidence, from swab staff to detective or steward

RANGE STATEMENT

- Contingency plans* may include:
- jurisprudence concept applying to handling of sample and its integrity.
 - managing dehydrated animal unable to provide urine sample
 - providing water for drinking
 - providing alternative (blood) sample collection.
- Safety of greyhound or horse , self and others* will include:
- adhering to responsibilities under OHS legislation and workplace practices
 - adhering to responsibilities under national and state codes of practice; federal, state and territory legislation; and local government regulations covering animal welfare
 - adhering to rules of racing and rules of the race venue
 - considering variables that influence behaviour of greyhounds or horses, such as:
 - fences and equipment
 - other persons or animals
 - vehicles
 - wind and noise
 - contributing to development of risk control measures
 - following safe work practices
 - following accident and injury procedures
 - identifying and reporting unsafe work practices
 - identifying emergency situations
 - monitoring animal behaviour
 - using appropriate handling and restraining techniques
 - using approved and well-maintained gear
 - wearing approved personal protective equipment.

Unit Sector(s)

Unit Sector

Greyhound, harness and thoroughbred racing codes

Co-requisite units

Co-requisite units

Functional Area

Functional Area Racing common