



Australian Government

ACMARM406 Carry out animal holding facility procedures

Release: 1

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Modification History

Release	Comments
Release 1	This version released with ACM Animal Care and Management Training Package Version 4.0.

Application

This unit of competency describes the skills and knowledge required to receive and care for animals in a holding facility and discharge animals as appropriate. Holding facilities may include shelters, pounds, quarantine or transport holding facilities.

This unit applies to individuals who have responsibility for the care of impounded and surrendered animals. They work autonomously and apply specialist knowledge and skills to provide solutions for predictable and unpredictable problems.

All work must be carried out to comply with workplace procedures according to Commonwealth and state/territory health and safety and animal welfare regulations, legislation and standards that apply to the workplace.

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

Pre-requisite Unit

Nil

Unit Sector

Animal Regulation and Management (ARM)

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. Receive animals	1.1 Conduct animal identification, ownership and health checks, and record according to workplace procedures 1.2 Enter and store relevant information about animal into information management system according to legislative and workplace

Elements	Performance Criteria
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
	procedures 1.3 Contact owners where possible and make efforts to reunite animal with owner according to workplace procedures
2. Maintain animal holding facility hygiene	2.1 Select appropriate chemicals used for disinfection and cleaning to achieve standard of sanitation required 2.2 Remove animals safely and return to housing after cleaning according to procedures 2.3 Clean and disinfect animal housing and facility structures, floors and surfaces, according to workplace health, safety and hygiene procedures 2.4 Implement isolation and containment procedures according to workplace procedures 2.5 Dispose of waste using safe handling and disposal procedures according to environmental legislative requirements 2.6 Maintain adequate levels of supplies
3. Provide appropriate care for animals	3.1 Provide appropriate housing, bedding, food, water and veterinary care according to legislative requirements and veterinarian's instructions 3.2 Observe and record behavioural indications of compromised welfare, behavioural deterioration, pain and illness 3.3 Implement interventions to treat, manage or minimise signs of distress, compromised welfare or disease according to workplace procedures 3.4 Provide daily enrichment to maintain behavioural health during holding according to workplace procedures and legislative requirements 3.5 Handle and interact with animals in a safe, humane and low stress manner 3.6 Maintain accurate records of care provision and animals' response to handling, environment and caretakers according to workplace procedures
4. Discharge animals	4.1 Prepare animals for discharge according to workplace procedures and legislative requirements 4.2 Prepare documentation for animals to be discharged for adoption, transfer or to owners according to legal requirements

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 Provide information about responsible pet ownership and care of the animal to the owner/caretaker and discharge animals 4.4 Follow procedures for animals that are not able to be discharged for adoption, transfer or return to owners within workplace requirements and timeframes for euthanasia 4.5 Complete all required documentation 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
Writing	Complete workplace documentation accurately using industry and regulatory terminology
Oral communication	- Gather information from stakeholders through open-ended questioning, active listening, paraphrasing and summarising - Use appropriate language and tone to communicate with internal and external stakeholders
Numeracy	- Calculate volume, weight, area, ratio, time and application rates - Interpret numerical information on product labels to determine food portions and quantities of other supplies for animals

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMARM406 Carry out animal holding facility procedures	ACMACR406 Carry out pound procedures	Title changed Minor changes to performance criteria for clarity	Equivalent

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 ACMARM406 Carry out animal holding facility procedures

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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:

- completed procedures and documentation for one animal received into the holding facility for two of the following intake routes for facility:
 - stray animal via animal management officer (AMO)
 - stray via community drop-off
 - owner relinquishment
- completed procedures and documentation for two of the following:
 - one animal discharged and returned to its owner
 - one animal discharged and adopted/rehomed
 - one animal discharged and transferred to an outside agency
 - one animal to be euthanised
- provided care for at least two impounded animals of different commonly held species
- provided care for an animal displaying two of the following:
 - signs of compromised welfare due to fear
 - signs of compromised physical health
 - behavioural signs of aggression towards humans and/or other animals
- maintained high standards of hygiene within the holding facility relevant to job role responsibilities
- handled or interacted with each animal in a safe and low stress 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:

- animal identification techniques, including use of microchip scanners and registration databases

- species-specific and best practice health and care requirements for animals in holding facility, including:
 - feed, water and housing requirements
 - security arrangements
 - social requirements and species compatibility
 - health and hygiene requirements
 - species-specific animal body language and signals of emotional states
- signs and methods of prevention and control of common domestic animal diseases and infections, including zoonoses
- species-specific and best practice enrichment and basic behavioural modification, including common techniques for modifying housing or husbandry to improve welfare or address specific physical or mental requirements of animals
- behaviour indicators of and common causes of unwanted, maladaptive or atypical behaviour for two different species of domestic animals
- methods of assessing welfare of animal species in care, when kept in holding facility/shelter environment
- safe, humane, and low-stress safe handling techniques
- workplace policies, procedures and requirements, including:
 - safety and biosecurity procedures
 - hygiene and infection control
 - safe use of disinfectants and cleaning agents
 - waste disposal, including biological waste
 - animal welfare
- methods to research and contact animal owners, including digital media where appropriate
- common cleaning and disinfectant chemicals, including the limitations and appropriate use of different active ingredients for different levels of sanitation
- correct cleaning techniques, equipment and materials used in animal holding facility workplace for quarantine, isolation, routine cleaning and spot cleaning
- requirements of relevant record-keeping system
- key requirements of relevant legislation, regulations, standards and codes of practice for carrying out animal holding facility procedures.

Assessment Conditions

Assessment of the skills in this unit of competency must take place under the following conditions:

- physical conditions:
 - an animal holding facility or an environment that accurately represents workplace conditions
- resources, equipment and materials:
 - live animals specified in the performance evidence
 - cleaning equipment and products

- workplace record-keeping/information management system.

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

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<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b75f4b23-54c9-4cc9-a5db-d3502d154103>