



Australian Government

ACMCAS401 Manage compliance in the companion animal industry

Release: 1

ACMCAS401 Manage compliance in the companion animal industry

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 manage compliance within the companion animal industry, including the provision of high-level advice to clients on companion animal management and housing needs, maintaining external relationships, and keeping records.

This unit applies to individuals working in the companion animal industry sector including pet and aquarium shops, boarding kennels and catteries, companion animal training, grooming or breeding establishments and mobile animal facilities. These individuals analyse information and exercise judgement to complete a range of skilled activities and demonstrate deep knowledge in a specific technical area. They have accountability for the work of others and analyse, design and communicate solutions to a range of complex problems.

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

Companion Animal Sector (CAS)

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. Provide high-level advice on companion animals	1.1 Assess needs of client and animal needs 1.2 Provide advice on behaviour management for particular species and breeds 1.3 Provide advice on special dietary requirements, including food and water
2. Manage animals in accordance with relevant codes of practice and legislative requirements	2.1 Provide appropriate housing and equipment to animals kept on the premises in accordance with the physical, behavioural and social requirements of each animal 2.2 Develop, document and promote policies and procedures for animal management, WHS, security and environmentally sustainable work practices 2.3 Develop appropriate nutritional strategies for the range of animals kept on the premises 2.4 Arrange monitoring and care of young, sick or injured animals 2.5 Implement effective waste management strategies
3. Provide advice on legislative requirements	3.1 Provide advice on local council and companion animal legislative requirements 3.2 Provide advice on relocation options and disposal of dead animals according to legislative requirements 3.3 Provide advice on companion animal agencies 3.4 Provide advice on transportation and quarantine requirements
4. Manage external relationships	4.1 Conduct consultations and maintain relationships with veterinarians 4.2 Maintain relationships with suppliers, relevant industry associations and other stakeholders
5. Maintain records	5.1 Maintain records of medication and treatments provided to animals 5.2 Manage trading in animals that are subject to regulatory control 5.3 Report illness, disease or death in animals according to legislative requirements and 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	Identify explicit information about companion animals, and their requirements for upkeep
Oral communication	- Discuss issues and provide clear advice and information - Ask questions to clarify client concerns and information needs

Unit Mapping Information

Code and title current version	Code and title previous version	Comments	Equivalence status
ACMCAS401 Manage compliance in the companion animal industry	ACMCAS401A Manage compliance in the companion animal industry	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 ACMCAS401 Manage compliance in the companion animal industry

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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 managed compliance for a companion animal enterprise and provided high-level technical advice to clients and more junior staff on at least three occasions, including:

- established animal welfare organisation policies and procedures that ensured the organisation is compliant with relevant legislation, regulations and codes of practice
- managed relationships and communicated effectively with a range of stakeholders, including veterinarians, suppliers and relevant industry associations
- maintained accurate records of medication and treatments provided to animals.

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 managing compliance
- key requirements of legislation relating to animal care and management, including related regulations and codes of practice and their effect on the individual workplace in areas including animal transport and quarantine
- processes and techniques to develop policy and procedures, based on legislation, regulations and codes of practice, for an individual workplace
- scope of animal care and management services and agencies
- standards, guidelines and approaches to environmental sustainability relevant to the animal care industry
- WHS and animal welfare legislative requirements and codes of practice.

Assessment Conditions

Assessment of skills must take place under the following conditions:

- physical conditions:
 - skills must be demonstrated in a workplace setting or an environment that accurately represents workplace conditions
- specifications:
 - access to documents such as policies, procedures, processes, forms
 - access to WHS, legislation current WHS, animal welfare legislation and regulations and codes of practice
 - clients/customers.

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

Links

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