



Australian Government

AURVTN132 Inspect vehicle damage and determine repair procedures

Release: 1

AURVTN132 Inspect vehicle damage and determine repair procedures

Modification History

Release	Comments
Release 1	This version first released with AUR Automotive Retail, Service and Repair Training Package Version 6.0

Application

This unit describes the skills and knowledge required to inspect a vehicle for damage and determine suitable repair procedures. This unit involves preparing for the task, selecting and using measuring equipment, inspecting damage, determining repair requirements, and completing workplace processes and documentation.

The unit applies to those working in the automotive body repair industry.

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

Unit Sector

Vehicle Body Technical - Body

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 to inspect vehicle damage	1.1 Determine job requirements from workplace instructions 1.2 Access and interpret vehicle specifications and repair procedures from original equipment manufacturer (OEM) or authorised agency 1.3 Identify hazards associated with the work and manage risks 1.4 Locate, check and confirm vehicle to be inspected against vehicle information in workplace instructions 1.5 Analyse inspection methods, and select required option for vehicle and job requirement 1.6 Source and prepare materials and equipment required to conduct inspection

ELEMENTS	PERFORMANCE CRITERIA
2. Inspect vehicle damage	2.1 Inspect vehicle to determine location and extent of direct and indirect damage according to OEM or authorised agency's recommended procedures, workplace procedures and safety requirements 2.2 Take measurements and record inspection findings according to workplace procedures 2.3 Complete vehicle inspection without causing damage to vehicle or components
3. Complete repair report	3.1 Prepare vehicle inspection report and repair plan and give to required personnel according to workplace procedures 3.2 Identify direct and indirect damage to vehicle clearly in report, based on workplace and OEM or authorised agency's recommended repair procedures 3.3 Check report for accuracy and completeness and finalise for submission to insurance company and/or customer according to workplace procedures 3.4 Provide responses to queries about the damage inspection and repair report when requested

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Learning	• Locates required sources of information efficiently.
Numeracy	• Interprets and calculates OEM or authorised agency repair and vehicle specifications using metric and imperial systems of measurement • Compares measurements and identifies non-conformance measurements • Uses basic mathematical operations, including addition, subtraction, multiplication and division to calculate material for repairs in damage inspection report • Calculates recommended remove and replacement times in damage inspection report.
Oral communication	• Clarifies instructions and procedures.
Planning and organising	• Plans own work requirements • Prioritises actions to achieve required outcomes

SKILL	DESCRIPTION
	Ensures tasks are completed within workplace timeframes.
Technology	Uses digital camera to complete reporting tasks.

Unit Mapping Information

Supersedes and is equivalent to AURVTN032 Inspect vehicle damage and determine repair procedures.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=b4278d82-d487-4070-a8c4-78045ec695b1>

Assessment Requirements for AURVTN132 Inspect vehicle damage and determine repair procedures

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Performance Evidence

The candidate must demonstrate the ability to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including evidence of the ability to:

- inspect at least three different damaged vehicles and legibly prepare damage inspection reports and recommended repair plans for each.

Knowledge Evidence

The candidate must be able to demonstrate knowledge to complete the tasks outlined in the elements, performance criteria and foundation skills of this unit, including knowledge of:

- methods to locate and interpret information required to inspect vehicle damage and determine repair procedures, including:
 - information provided by customer and supervisors
 - manufacturer specifications and procedures or equivalent documentation
- workplace procedures required to inspect vehicle damage and determine repair procedures, including:
 - establishing serviceability of tools and equipment
 - documentation procedures, including:
 - photographs
- work health and safety (WHS) requirements relating to inspecting vehicle damage and determining repair procedures, including procedures for:
 - selecting and using personal protective equipment (PPE)
 - using measuring equipment
- original equipment manufacturer (OEM) or authorised agency's vehicle specifications and repair procedures
- types and application of vehicle inspection methods, including:
 - visual checking
 - physical checking, including:
 - taking measurements

- partial dismantling
- referencing OEM or authorised agency's specifications
- procedures to determine indirect damage
- reporting requirements, including:
 - material list
 - estimation of time required to complete repairs.

Assessment Conditions

Competency is to be assessed in the workplace or a simulated environment that accurately reflects performance in a real workplace setting.

Assessment must include direct observation of tasks.

Where assessment of competency includes third-party evidence, individuals must provide evidence that links them to the damaged vehicles that they have inspected, e.g. work orders.

Assessors must verify performance evidence through questioning on skills and knowledge to ensure correct interpretation and application.

The following resources must be made available:

- automotive workplace or simulated workplace
- workplace instructions
- OEM or authorised agency's vehicle specifications and repair procedures
- three different damaged vehicles requiring inspection
- tools, equipment and materials appropriate for inspecting vehicle damage and determining repair procedures.

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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