



Australian Government

Department of Education, Employment and Workplace Relations

RUV1102A Support animal care work

Release: 1

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Modification History

Not applicable.

Unit Descriptor

This unit of competency covers the work required to assist others in safely providing animals with comfortable and clean housing. It requires the ability to assist with the preparation of materials and equipment for work, undertake animal handling activities and handle materials and equipment. Supporting animal care work requires knowledge of safe work practices relating to working with animals and animal husbandry tasks, including the use of related tools and equipment.

In addition to legal and ethical responsibilities, all units of competency in the Animal Care and Management Training Package have the requirement for animals to be handled gently and calmly. The individual is required to develop an empathetic understanding of animals in their care, so that stress and discomfort can be minimised.

The work functions within this unit require the demonstration of knowledge by recall in a narrow range of areas. One would be expected to perform a sequence of routine tasks under clear direction, demonstrate basic practice skills, and receive and pass on messages or information. All tasks would be conducted under strict and direct supervision.

Application of the Unit

Not applicable.

Licensing/Regulatory Information

Not applicable.

Pre-Requisites

Not applicable.

Employability Skills Information

Not applicable.

Elements and Performance Criteria Pre-Content

Not applicable.

Elements and Performance Criteria

Elements and Performance Criteria

Element	Performance Criteria
1 Prepare materials, tools and equipment for animal care work	1.1 The required materials, tools and equipment are identified according to lists provided and / or supervisors' instructions. 1.2 Checks are conducted on all materials, tools and equipment and insufficient or faulty items are reported to supervisors. 1.3 Correct manual handling techniques are used when loading and unloading material to minimise damage to self and the material. 1.4 Suitable personal protective equipment (PPE) is selected and checked prior to use. 1.5 Work support is provided according to occupational health and safety (OHS) requirements and workplace information. 1.6 OHS hazards are identified and reported to supervisors.
2 Undertake animal care work as directed	2.1 Instructions and directions provided by supervisors are followed and clarification is sought when necessary. 2.2 Work is undertaken in a safe and environmentally appropriate manner according to organisational guidelines. 2.3 Interaction with other staff is carried out in a positive and professional manner. 2.4 Organisational policies and procedures in relation to workplace practices and the handling and disposal of materials are observed. 2.5 Problems or difficulties in completing work to the required standards or timelines are reported to supervisors.

- 3 Handle materials and equipment
 - 3.1 **Waste material** produced during work is stored in a designated area according to supervisors' instructions.
 - 3.2 Materials, equipment and machinery are handled and transported according to supervisors' instructions and organisational guidelines.
 - 3.3 A clean and safe work site is maintained while working.

Required Skills and Knowledge

Not applicable.

Evidence Guide

What are the critical aspects of evidence required for this unit of competency as a whole?

The critical requirements that are valuable for this unit of competency as a whole are listed below.

Assessment must confirm one's ability to:

- prepare tools, equipment and materials for animal care work
- undertake animal care work as directed
- handle materials and equipment
- communicate effectively with supervisors
- follow instructions to complete work activities.

What specific knowledge is needed to achieve the performance criteria?

Knowledge and understanding are essential to apply this unit in the workplace, to transfer the skills to other contexts and to deal with unplanned events. The knowledge requirements for this unit of competency are listed below and include:

- safe work practices
- animal handling techniques
- animal care
- tools and equipment
- repair and maintenance of animal housing.

What specific skills are needed to achieve the performance criteria?

To achieve the performance criteria, some complementary skills are required. These skills include:

prepare materials, tools and equipment

undertake work with animals as directed

handle materials and equipment

literacy skills to read and follow organisational policies and procedures including OHS; follow sequenced written instructions; and record information accurately and legibly

interpersonal skills to relate to people from a range of social, cultural and ethnic backgrounds and with a range of physical and mental abilities

oral communication skills / language competence required to fulfil the job role as specified by the organisation including questioning, active listening, asking for clarification and seeking advice from supervisor

numeracy skills to complete basic arithmetic calculations and measure volumes

problem-solving skills to use available resources and prioritise daily tasks.

What are the specific resource implications for this unit of competency?

For valid assessment, one **must** have opportunities to participate in a range of exercises, case studies and other real and simulated practical and knowledge assessments that demonstrate the skills and knowledge to participate in **supporting animal care work**. One **must** also have access to the resources listed below that include:

equipment and / or resources used in animal care work

animals

supervisors.

What considerations should there be for consistency in performance?

To ensure consistency in one's performance, competency should be demonstrated on more than one occasion over a period of time in order to cover a variety of circumstances, cases and responsibilities and, where possible, over a number of assessment activities.

The skills and knowledge required to **support animal care work** must be **transferable** to a range of work environments and contexts and include the ability to deal with unplanned events. For example, this could include work within different animal care organisations and with different animals.

What considerations should there be for context of assessment?

Assessment for this unit of competency is to be largely practical in nature and will be most appropriately assessed in a workplace or in a situation that reproduces normal work conditions.

There must be access in either situation to the appropriate equipment and / or resources to enable one to demonstrate competency.

What processes should be applied to this unit of competency?

There are a number of processes that are learnt throughout work and life which are required in all jobs. They are fundamental processes and generally transferable to other work functions. Some of these are covered by the **key competencies**, although others may be added. The questions below highlight how these processes are applied in this unit of competency. Following each question a number in brackets indicates the level to which the key competency needs to be demonstrated where 0 = not required, 1 = perform the process, 2 = perform and administer the process and 3 = perform, administer and design the process.

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| 1. How can communication of ideas and information (1) be applied? | By discussing information about the job, tasks and problems with supervisors. |
| 2. How can information be collected, analysed and organised (1) ? | By locating, applying and clarifying when required workplace and supervisors' instructions. |
| 3. How are activities planned and organised (1) ? | By discussing work tasks with supervisors in order to complete them efficiently, in a logical sequence and in a timely manner. |
| 4. How can teamwork (1) be applied? | By communicating and cooperating with other staff in completing tasks. |
| 5. How can the use of mathematical ideas and techniques (1) be applied? | By counting, tallying and estimating as required when carrying out animal care work. |
| 6. How can problem-solving skills (1) be applied? | By consulting with supervisors about problems. |
| 7. How can the use of technology (1) be applied? | By using tools and equipment. |

Are there other units of competency that could be assessed with this one?

This unit of competency **could** be assessed on its own or in combination with other competencies relevant to the job function.

Range Statement

Range of Variables

The Range of Variables explains the range of contexts within which the performance and knowledge requirements of this unit of competency may be assessed. The scope of variables chosen in training and assessment may depend on the work contexts

What tasks may be included in animal care work ?	Assistance with selecting, catching and restraining animals; basic grooming, cleaning and maintenance; caring for and feeding animals; loading and unloading goods and materials; and carrying out routine maintenance on animal housing, including fixtures and fittings.
Which instructions may be relevant?	Instructions may include standard operating procedures, organisational policies and procedures, job specifications, work notes, material safety data sheets, manufacturers' instructions and verbal instructions from managers or supervisors.
Which tools and equipment may be required for work with animals?	Tools and equipment may include ropes, chains, leads, collars, blankets, bridles, headstalls, leads, rugs, soap, brushes and combs.
Which OHS hazards may be associated with animal care work?	Hazards may include exposure to noise, dust, solar radiation, chemicals, hazardous substances, airborne micro-organisms and micro-organisms in soil. They may also relate to sharp hand tools and equipment, manual handling, holes and uneven or slippery surfaces.
What are the PPE requirements associated with animal support?	Personal protective clothing and equipment may include protective footwear, gloves, eye and ear protection, face masks and overalls or industry-specific clothing.
What waste materials may apply?	Packaging, broken components and plastic, metal, and paper-based materials.

Unit Sector(s)

Not applicable.