

Modification history

Release	Comments
Release 2	This version released with ACM Animal Care and Management Training Package Version 4.0.
Release 1	This version released with ACM Animal Care and Management Training Package Version 1.0.

ACMACR406	Carry out animal holding facility procedures
Application	<p>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.</p> <p>This unit applies to individuals who have responsibility for the care of impounded and surrendered animals. They analyse information and exercise judgement to complete a range of skilled activities; demonstrate in depth knowledge in a specific technical area and develop and communicate solutions for a range of commonly encountered problems.</p> <p>All work must be carried out to comply with workplace procedures according to state/territory health and safety and animal welfare regulations, legislation and standards that apply to the workplace.</p> <p>No licensing, legislative or certification requirements apply to this unit at the time of publication.</p>
Prerequisite Unit	Nil
Unit Sector	Animal Control and Regulation (ACR)

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 Gather and document information on animals according to workplace procedures and legislative requirements 1.2 Transfer information on animals to organisational management and recordkeeping system 1.3 Assess the temperament, health and condition of the animal 1.4 Contact owners where possible and make efforts to reunite animal with owner
2. Maintain animal holding facility hygiene	2.1 Clean and disinfect animal holding facility according to workplace health, safety and hygiene procedures, 2.2 Remove animals safely from housing temporarily during cleaning 2.3 Clean animals and return to housing 2.4 Clean, disinfect and maintain walkways, floors, fixtures and structures according to workplace procedures 2.5 Implement isolation and containment procedures according to workplace procedures 2.6 Dispose of waste using safe handling and disposal procedures according to environmental legislative requirements 2.7 Maintain adequate levels of supplies
3. Provide appropriate care for animals	3.1 Check condition of animals regularly and report abnormalities immediately 3.2 Provide appropriate housing, food, water and veterinary care according to legislative requirements and/or veterinarian's instructions 3.3 Handle and interact with animals in a safe and humane manner 3.4 Maintain accurate records of care provision according to workplace procedures

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. Discharge animals	4.1 Prepare and discharge animals according to workplace procedures and legislative requirements 4.2 Prepare documentation for animals to be discharged and ensure legal requirements are met 4.3 Provide information about responsible pet ownership and care of the animal to the owner, and discharge animals 4.4 Prepare animals not discharged within a given period to be euthanased according to workplace procedures 4.5 Complete all required documentation according to workplace procedures

Foundation Skills	
<i>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.</i>	
Skill	Description
Writing	<ul style="list-style-type: none"> Accurately complete workplace documentation using industry and regulatory terminology
Oral communication	<ul style="list-style-type: none"> 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	<ul style="list-style-type: none"> 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
ACMACR406 Carry out animal holding facility procedures	ACMACR406A Carry out pound procedures	Minor changes to performance criteria for clarity	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
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TITLE	Assessment requirements for ACMACR406 Carry out animal holding facility procedures
Performance Evidence	
<p>An individual demonstrating competency must satisfy all of the elements and performance criteria in this unit.</p> <p>There must be evidence that the individual has:</p> <ul style="list-style-type: none"> • completed procedures and documentation for at least one animal received into the holding facility: • completed procedures and documentation for: <ul style="list-style-type: none"> • one animal discharged and returned to its owner • one animal discharged and rehomed • one animal to be euthanased • provided care for at least one impounded animal and maintained high standards of hygiene within the holding facility relevant to job role responsibilities • handled or interacted with each animal in a safe and humane manner. 	

Knowledge Evidence	
<p>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:</p> <ul style="list-style-type: none"> • animal identification techniques, including use of microchip scanners and registration databases • species-specific health and care requirements for animals in holding facility, including: <ul style="list-style-type: none"> • 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 transmission routes for zoonoses • normal and maladaptive or atypical behaviour for a range of domestic animals • principles of animal welfare and key concepts of relevant animal welfare assessment frameworks • workplace policies, procedures and requirements, including: <ul style="list-style-type: none"> • safety and biosecurity procedures • hygiene and infection control • waste disposal, including biological waste • animal welfare and humane handling • safe use of disinfectants and cleaning agents • cleaning techniques, equipment and materials used in animal holding facility workplace • workplace guidelines and approaches to environmental sustainability including resource use and disposal of waste • 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	
<p>Assessment of skills must take place under the following conditions:</p> <ul style="list-style-type: none"> • physical conditions: <ul style="list-style-type: none"> • skills must be demonstrated in a workplace setting or an environment that accurately represents workplace conditions • resources, equipment and materials: <ul style="list-style-type: none"> • live animals specified in the performance evidence • organisational management and recordkeeping system. <p>Assessors of this unit must satisfy the requirements for assessors in applicable vocational education and training legislation, frameworks and/or standards.</p>	

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