



# AVT

**APPLIED  
VOCATIONAL  
TRAINING**

## Supervisor 3<sup>rd</sup> Party Report of Current Competency

ACM40412 Certificate IV in Veterinary Nursing units



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## Supervisor 3<sup>rd</sup> Party Report of Current Competency

Candidate Name			
Supervisor Name		Position Title	
Place of Work			
Supervisor phone		Email	
<p>Instructions for Supervisor: Please review the required skill and knowledge described for each unit of competency below that the student has indicated they require to be verified, and place initials in the box next to the units that the candidate has demonstrated ability to perform competently. Please sign and date the final page once form is completed.</p>			
✓	Unit of Competency	Description of required skills and knowledge demonstrated	Supervisor Initial
	ACMVET201A Carry out veterinary nursing reception duties	The candidate has demonstrated ability of compiling patient (animal) and client (animal owner) histories, maintaining records using clinic software program and consulting the veterinarian as required. Has the ability to handle basic client inquiries, answer phones, greet clients, identify client's needs, and provide customer service in accordance with hospital policy. Able to manage veterinary reception desk, knowing when to refer to or consult with more experienced or knowledgeable staff members.	
	ACMGAS202A Participate in workplace communications	The candidate has demonstrated ability of effectively participating in workplace communications in an animal care and management environment. This includes obtaining and providing information effectively and reliably both orally and by writing.	
	ACMVET202A Carry out daily clinic routines	The candidate has demonstrated ability to treat patients on a daily basis, maintain clinic hygiene and assist with inventory and clinic security. This includes physical examination, restraint and treatment of patients, following practice protocol with cleaning, disinfection and sterilisation procedures for the entire hospital, and understanding drug schedules, handling, storage and ordering of drugs	
	ACMVET203A Assist with surgery preparation	The candidate has demonstrated the ability of assisting with the preparation of patients, the staff and the theatre for surgery, providing pre- and post-operative patient care and cleaning surgical and theatre equipment in a veterinary clinic.	
	ACMGAS204A Feed and water animals	The candidate has demonstrated ability of preparing, presenting and distributing food and water for animals under supervision and according to workplace diet requirements.	

ACMGAS205A Assist in health care of animals	The candidate has demonstrated ability to provide assistance to experienced staff in the capture, restraint and assessment of animals' health and the preparation, application and documentation of treatments (eg oral medications, preparation of vaccinations, ear and eye medications, parasite preventatives)
ACMGAS208A Source information for animal care needs	The candidate has demonstrated ability to gather information on medications and services for animals and relate these to individual animal requirements and audience needs. This includes gathering information from a health examination of an animal, as well as understanding administration methods, routes and importance of dosage of products and medications.
ACMWHS301A Contribute to workplace health and safety processes	The candidate had demonstrated the ability to contribute to workplace health and safety processes where there is responsibility for own work outputs and some limited responsibility for the work output of others. This includes safe animal handling techniques, sharps, biological hazards, zoonoses, radiation.
ACMINF301A Comply with infection control policies and procedures in animal work	The candidate has demonstrated the ability to comply with infection control policies and procedures in an animal care workplace. This includes areas such as barrier nursing, isolation wards, cleaning and disinfection, (dilutions), asepsis, knowledge of infectious diseases.
ACMVET401A Coordinate patient admission and discharge	Candidate has demonstrated ability to coordinate and conduct patient admissions and discharges and provide initial veterinary nursing care to patients (animals) and grief support to clients (animal owners). This includes triage and assessment of patients and assisting with and applying first aid measures where necessary. Regarding discharge procedures: having knowledge of nutritional, medication, self-trauma, pain and wound management and physiotherapy requirements.
ACMVET402A Apply imaging routines	The candidate has demonstrated ability of implementing and completing imaging routines, in accordance with established industry sequences and clinic policies and procedures, and follow specific instructions from the veterinarian. Includes preparation of imaging equipment and preparation and positioning of patients, correct storage and recording of all images and understanding of radiation safety and other OHS procedures relating to x-ray and ultrasonographic equipment.
ACMVET403A Perform clinic pathology procedures	The candidate has demonstrated ability of collecting biological samples and performing pathology procedures. The integrity of the sample must be maintained in accordance with veterinarian instructions when conducting clinic examinations and in preparing consignments and paperwork to diagnostic laboratories. This includes blood,

		urine, faecal and tissue samples for microscopy, histology, chemical and cell analysis.	
	ACMVET404A Perform office clinic procedures	The candidate has demonstrated ability of maintaining veterinary supplies, controlling stock, maintaining clinic accounts, banking processes, balancing of the till, and preparing and processing clinic correspondence.	
	ACMVET405A Carry out surgical nursing routines	<p>The candidate has demonstrated the process of preparing the surgical environment and providing total support for the surgeon. They have the demonstrated ability to prepare for, and provide support during and after, routine and non-routine surgical procedures, including monitoring patients while they are under anaesthesia. This includes:</p> <ul style="list-style-type: none"> <li>- A good understanding of the anaesthetic drugs and agents used, anaesthetic machine and circuits, assessing depth of anaesthesia, anaesthetic emergencies, precautions needed for special (eg geriatric, neonate, GDV, caesarean) patients.</li> <li>- Pre-op care of patient (including admission procedure, pre-op stabilisation processes, pre-anaesthesia blood tests)</li> <li>- Post-op care (including monitoring for pain, wound and surgical site care, advice to owners on post- op care)</li> </ul>	
	ACMVET406A Nurse animals	The candidate provides a high quality nursing care for all patients (animals) treated or housed at the clinic. Including providing advice to clients (owners), monitoring animals and providing animal first aid as required. This includes intensive care nursing skills for a range of medical and surgical conditions, bandage application and care, administration of medications, understanding of disease signs and nursing requirements of patients, including critical care patients.	
	ACMVET407A Carry out medical nursing routines	The candidate has demonstrated the ability to implement medical nursing routines, including the preparation and handling of patients (animals) and equipment for specific routines. Includes skills and knowledge in preparing and maintaining equipment and patients for ultrasonography, ECG, laparoscopic and endoscopic procedures, IV fluid therapy, IV and urinary catheterisation, biopsies. And the specialised nursing care required for these patients undergoing these procedures	
	ACMVET408A Co-ordinate and perform theatre routines	The candidate has demonstrated ability of preparing, cleaning and maintaining theatre and equipment as well as preparing personnel for the performance of surgical procedures. This includes preparation of the patient, theatre, suture material, drapes, instrumentation and anaesthetic machine and circuits.	

	ACMVET409A Provide specific animal care advice	The candidate has demonstrated ability of providing advice to clients (owners) about animal care, nutrition, behaviour and products. All advice must be provided in a competent manner and in accordance with clinic policies and procedures. This may include advice covering areas on sterilisation, breeding, vaccinations, parasite control, legislative/council regulations, behaviour, diseases and nutrition.	
	ACMVET410A Carry out veterinary dental nursing procedures	The candidate has demonstrated ability of performing a dental prophylaxis and assisting with simple extractions. This also includes performing a dental examination on an anaesthetised patient and on a conscious patient to assess patient's dental health, offering dental care advice, assisting with anaesthesia of dental patients, and the maintenance of dental machine and dental instruments.	
<b>Elective units</b>			
	ACMSPE310A Provide basic care of mammals	The candidate has demonstrated the ability to identify mammals (including dogs, cats and small mammals) and their behavioural and physical needs, providing daily care requirements, including housing and feeding, handling and restraint, assisting with behavioural and basic preventative health measures.	
	BSBCUS301 Deliver and monitor a service to customers	The candidate has demonstrated the ability to identify customer needs, deliver and monitor customer service, promote clinic services and products, handle client feedback and complaints according to practice policy and identify improvements in the provision of customer service.	
	ACMACR403A Identify and respond to animal behaviour	The candidate has demonstrated ability of identifying animals and interpreting their body language and behaviour in the context of an animal control and regulatory environment during day-to-day activities and in-hospital situations. This includes identifying normal vs abnormal behaviour and advice or referrals that can be offered. Has an understanding of the welfare and ethical principles involved and has knowledge of relevant legislation and organisational policies and procedures.	
	BSBPRO301 Recommend products and services	The candidate has demonstrated the ability to provide advice and information within an organisation about the development and distribution of its products and services. Demonstrates ability to identify customer needs and monitor service provided to customers, using discretion and judgement to provide technical advice and support when required.	

✔ Does the candidate require more training in any of the areas listed above?	
<input type="checkbox"/>	NO
<input type="checkbox"/>	YES – please provide details:
Supervisor Signature	
Date	

ASSESSOR USE ONLY	
<input type="checkbox"/>	Supervisor contacted and report verified
Comments	
Assessor Name	
Assessor Signature	Date