Case for Endorsement

ACM Animal Care and Management Training Package

Veterinary Nursing Qualifications

Version 2.0

Resubmitted by Skills Impact

on behalf of

Animal Care and Management IRC

November 2018

Contents

A. Administrative details 4

B. Description of work and request for approval 6

C. Evidence of Industry support 8

D. Industry expectations about training delivery 14

E. Implementation of the training package components 15

F. Quality assurance reports 17

G. Implementation of COAG Industry Skills Council reforms to training packages 18

H. Evidence of completion 19

I. IRC support 20

Appendix 1: Components For Endorsement 21

Appendix 2: Industry Support 32

Appendix 3: Consultation and Support to the Revised Qualification Entry Requirements 41

Appendix 4: Quality Assurance Report 2017 45

Appendix 5: Editorial and Equity Reports (Updated Qualifications Only) 63

Appendix 6: Quality Assurance Report (Updated Qualifications Only) 69

Quality Report Template 69

Section 1 – Cover page 69

Section 2 – Compliance with the Standards for Training Packages 2012 71

Section 3 – Compliance with the training package quality principles 75

A. Administrative details

This section provides an overview of the relevant organisations, the case for change, and training package components for endorsement.

Industry Reference Committee submitting the Case for Endorsement

This submission is made by the Animal Care and Management Industry Reference Committee.

Skills Service Organisation supporting the submission

Skills Impact Ltd is the Skills Service Organisation (SSO) supporting this submission.

Components submitted for approval

The *ACM Animal Care and Management Training Package* has been reviewed as part of three projects:

- Farriery
- Review of Veterinary Nursing Qualifications
- Work Safely Around Animals (Infection Control).

Note: This Case for Endorsement covers only the review of Veterinary Nursing qualifications and units of competencies. Please refer to the *Case for Endorsement ACM Animal Care and Management Training Package* for details of components covered by the Farriery project and Work Safely Around Animals (Infection Control).

Veterinary Nursing Components

Two (2) qualifications and 28 units of competency are submitted for approval. Please refer to **Appendix 1 Components for endorsement** for full details of all components.

Case for Change details Veterinary Nursing

The Activity Order Skills Impact/TPD/2016-2017/004 was approved on 17 November 2016 for Veterinary Nursing.

Activity start date: 5 January 2017

Original activity finish date: 31 August 2017

Extended activity finish date: 18 September 2018

Requirements set by the Australian Industry and Skills Committee (AISC) in relation to the training package development work

During 2015 the *ACM10 Animal Care and Management Training Package* was reviewed by the AgriFoods Industry Skills Council to meet the *Standards for Training Packages 2012*.

The AISC considered the training package for endorsement on 21 March 2016. The AISC did not endorse the training package due to issues identified with the veterinary nursing components. An activity order was issued to complete the transitioning work, then a separate activity order was issued to review veterinary nursing components.

The total number of components reviewed are:

- 24 qualifications
- 136 units of competency
- 6 Skill Sets.

The above components were completed under two projects. Details of each project are included below and within the *ACM Animal Care and Management Training Package* Part 1 of 2.

Requirements set by the Australian Industry and Skills Committee (AISC) in relation to Veterinary Nursing project

1. Review qualifications

Review five qualifications in relation to:

- Industry requests for minimum hours of practical experience and entry requirements for *Certificate IV in Veterinary Nursing* and four Diploma level qualifications.
- Reduction of four Diploma qualifications to one qualification with specialisations.

2. Review units of competency

Review 28 units of competency to:

- address quality issues identified in the Quality Report prepared November 2015
- strengthen assessment conditions information and specific assessor requirements to comply with Standard 6.

3. Develop new units of competency

Develop up to 12 new units of competency to cover:

- assisting with the preparation of veterinary drugs and poisons
- preparing for anaesthesia and monitor animal anaesthesia and analgesia
- providing nutritional advice and support for animals.

Please refer to **Appendix 1: Components for Endorsement** for details.

B. Description of work and request for approval

This section describes the work undertaken and the decision being sought from the AISC.

Work undertaken and why - Veterinary Nursing Project

The AISC considered the Training Package for endorsement on 21 March 2016. The AISC did not endorse the Training Package as it did not meet the Standards for Training Packages 2012. Also, industry feedback indicated that a full review, rather than just transitioning to meet the Standards for Training Packages 2012, was required to ensure that the veterinary nursing components of the ACM10 Animal Care and Management Training Package reflected current skill needs. The Veterinary Nurses Council of Australia (VNCA), National Industry Advisory Group for Veterinary Nursing (NIAG) and the Australian Veterinary Association (AVA) agreed that many graduates lacked the skill levels needed to carry out the work required in veterinary practices.

In order to reduce the administrative burden to both the industry and vocational education and training sectors, the review of veterinary nursing components and the transitioning of remaining components to meet the *Standards for Training Package 2012,* are being submitted for consideration in this Case for Endorsement.

Meetings with industry identified the following key points:

- explore entry requirements, such as *RUV20104 Certificate II in Animal Studies* or equivalent to become an entry requirement for *ACM40418 Certificate IV in Veterinary Nursing*
- review the duplication of units of competency between the *Certificate IV in Veterinary Nursing* and the *Certificate II of Animal Studies*
- develop new units to address animal anatomy and physiology.

Industry advice received during the project has resulted in the following:

- Vague assessment requirements in units of competency that did not meet the *Standards for Training Packages 2012* have been identified and replaced by educationally sound assessment requirements that specify the skills and knowledge required to perform the duties of a veterinary nurse.
- Units of competency in the *ACM20117 Certificate II in Animal Studies* were reviewed to ensure that the qualification was aligned to AQF level 2 and accurately reflected industry skill requirements, as well as ensuring compliance with the *Standards for Training Packages 2012.*
- Added entry requirements to *ACM40418 Certificate IV in Veterinary Nursing* - entry into this qualification is open to individuals who hold a Certificate II in Animal Studies, OR, hold a relevant Certificate III or higher level qualification in an animal science discipline, as outlined in the Companion Volume Implementation Guide, OR, can demonstrate equivalent skills and knowledge in a relevant animal science discipline to any of the above qualifications.
- Added entry requirements to *ACM50218 Diploma of Veterinary Nursing* - entry into this qualification is open to individuals who have worked for a minimum of two years in a veterinary practice, and hold a Certificate IV in Veterinary Nursing, OR, can demonstrate equivalent skills and knowledge to the Certificate IV in Veterinary Nursing, as outlined in the Companion Volume Implementation Guide.
- 240 hours of work placement has been added to the assessment requirements of 12 units of competency in the *ACM40418 Certificate IV in Veterinary Nursing* and 11 units of competency in the *ACM50218 Diploma of Veterinary Nursing* on advice by industry. This is aimed at directing that delivery and assessment takes place in a setting that allows individuals to gain valuable practical experience in a workplace and to demonstrate that they have acquired the skills and knowledge required to work in the industry.
- Seven units of competency were duplicated in the *ACM40412 Certificate IV in Veterinary Nursing* and the *ACM20110 Certificate II of Animal Studies*. Six of the duplicated units of competency were removed from the *ACM40418 Certificate IV in Veterinary Nursing* and replaced by five new core units of competency ensuring that the revised *Certificate IV in Veterinary Nursing* reflects the requirements of an AQF certificate IV qualification. The new units are:

- *ACMGAS307 Identify animal anatomy and physiology for animal care work* has been coded as a 'General Animal Studies' (GAS) unit so that it may easily be incorporated into other animal care qualifications.
- *ACMGAS308 Communicate effectively with clients and team members* has been created to address the communication needs of veterinary nurses. The development team researched the content of existing communication-related units to identify any that were appropriate, but no existing units matched the need. Many included 'make a presentation', or 'run a meeting' – skills not required by veterinary nurses. Consequently, the development team created a new unit that has no reference to the workplace context, so that it may be used in other qualifications as required.
- *ACMVET409 Provide specific animal care advice* - nutritional aspects were removed from this unit and included in new unit *ACMVET408 Provide nutritional advice and support for animals*
- *ACMVET413 Preparing for anaesthesia and monitor animal anaesthesia and analgesia* developed after advice from industry stated that this unit was required to fill a gap in the veterinary nurses training.
- *ACMVET416 Assisting with the preparation of veterinary drugs and poisons* developed after advice from industry stated that this unit was required to fill a gap in the veterinary nurses training.

- *ACMVET408A Coordinate and perform theatre routines* was deleted as industry considered that the content should be incorporated into *ACMVET405 Coordinate and perform surgical nursing routines.*
- Recoded *ACMVET413A Develop and implement specific clinic policies* to *ACMVET512 Develop and implement specific practice policies* with minor changes to clarify content.
- Combined four Veterinary Nursing Diploma qualifications into one qualification with a common core and optional specialisations.

The IRC recommends that in the near future an additional Equine Veterinary Nurse specialisation in the *ACM50218 Diploma of Veterinary Nursing* would require the development of new units of competency.

Decision being sought – Veterinary Nursing

This submission puts forward the Case for Endorsement of the proposed components of the *ACM Animal Care and Management Training Package Version 2.0.*

The draft components submitted for endorsement by the AISC are:

- Two qualifications
- 28 units of competency

Evidence of consultation with states and territories, and evidence that the views of key stakeholders have been considered is provided in this document.

All components submitted for endorsement have been developed and reviewed in accordance with the *Standards for Training Packages 2012*, the *Training Package Products Policy 2012* and the *Training Package Development and Endorsement Policy, 2016*.

C. Evidence of Industry support

This section provides evidence that the *ACM Animal Care and Management Training Package Version 2.0 is* supported by industry.

Support by IRC(s)

Members of the Animal Care and Management IRC recorded their support for this submission in the Minutes of Meeting held on 18 September 2018.

Please refer to **Section I. IRC support** for written evidence of support.

Consultation with stakeholders – Veterinary Nursing

During the development and review of the training package components, the following communication strategies were used for consultation with stakeholders.

- A project page was set up on the Skills Impact website at the start of the project with information about the project, together with progress updates. The project page remained on the website throughout the project. Visitors were invited to register their interest so that they received email alerts about the project, for example, public consultation workshops, opportunities to provide feedback on draft materials. http://www.skillsimpact.com.au/animal-care/training-package-projects/veterinary-nursing/
- Meetings, both face-to-face and via teleconference were held with the Technical Advisory Committee (TAC) members.
- Face-to-face meeting with staff from Melbourne Polytechnic regarding the Certificate II in Animal Studies and Certificate IV in Veterinary Nursing.
- Eight public consultation workshops were held around Australia (Sydney, Adelaide, Perth, Melbourne, Hobart, Darwin, Brisbane and Coffs Harbour) to enable as many industry stakeholders as possible to review and comment on Veterinary Nursing qualifications and units of competency.
- Emails and newsletters were sent to state and territory training authorities (STAs/TTAs), VET regulators and other stakeholders to keep them informed of the project's progress.
- Draft materials were hosted on the Skills Impact website for a four-week period, with an additional two-week period for validation of final drafts. Stakeholders provided feedback via online questionnaires, emails or telephone calls.
- A representative from Skills Impact accepted an invitation to attended RTO network meetings organised by Kate Bryce, Curriculum Maintenance Manager Primary Industries in Victoria.

Please refer to **Appendix 2: Industry support** for a list of activities conducted, together with organisations and individuals consulted.

Addendum

Following advice from the AISC through the Commonwealth Department of Education and Training, the IRC were requested to review the entry requirements into both the *Certificate IV in Veterinary Nursing* and the *Diploma of Veterinary Nursing*. The feedback from the AISC was that the entry requirements as they stood did not provide the flexibility or equity that qualifications should provide to individuals who wish to undertake a qualification in the veterinary nursing sector. It was also felt that the cost and time to complete a set of qualifications from the *Certificate II in Animal Studies* through to the *Diploma of Veterinary Nursing* was also unfair on the individual. Therefore, the DET tasked the *ACM Animal Care and Management IRC* to work with Skills Impact to come up with a solution.

A meeting was convened between Skills Impact and two subject matter experts from the ACM IRC, Rebecca Coventry (representing the VNCA) and Julia Crawford (representing the AVA). At the meeting held on Thursday 6 September 2018, a solution was workshopped using the recently endorsed *MSL50118 Diploma of Laboratory Technology* qualification from the *MSL Laboratory*

Operations Training Package (Release 2.0) as the template. In this qualification it had included entry requirements stating the following:

- Entry into this qualification is open to individuals who hold a Certificate IV in Laboratory Techniques

or

- hold a relevant Certificate IV or higher level qualification in a relevant science discipline

or

- can demonstrate equivalent skills and knowledge in a relevant science discipline to any of the above qualifications.

The updated veterinary nursing qualifications now have the following entry requirements:

Entry into the *Certificate IV in Veterinary Nursing* qualification is open to individuals who:

- hold a Certificate II in Animal Studies

OR

- hold a relevant Certificate III or higher level qualification in an animal science discipline, as outlined in the Companion Volume Implementation Guide

OR

- can demonstrate equivalent skills and knowledge in a relevant animal science discipline to any of the above qualifications.

Entry into the Diploma of Veterinary Nursing qualification is open to individuals who:

- have worked for a minimum of two years in a veterinary practice, and:
    - hold a Certificate IV in Veterinary Nursing

    OR

    - can demonstrate equivalent skills and knowledge to the Certificate IV in Veterinary Nursing, as outlined in the Companion Volume Implementation Guide.

The STAs/TTAs and a select group of RTOs across the states had been given an opportunity to comment on the changes to the entry requirements made to the qualifications. Due to these changes, it was also decided that there was no longer a requirement to keep *ACMGAS205 Assist in health care of animals* in the core of the Certificate IV in Veterinary Nursing. This will result in the packaging rules being changed with an individual now only needing to complete 21 units of competency, 17 of these being core instead of 22 units and 18 core units needing to be completed to be awarded the Certificate IV in Veterinary Nursing. However, this change does not affect the job outcome to the qualification rather it has simplified the delivery of the core units for an RTO and removed a redundant unit that is a core unit within the *Certificate II in Animal Studies*.

Please refer to **Appendix 3: Consultation and Support to the Revised Qualification Entry Requirements** for the list of those RTOs that have provided feedback and letters of support for the new qualifications. An independent Editorial and Equity report is available at **Appendix 5: Editorial and Equity Reports (Updated Qualifications Only)** and the independent Quality Assurance report is also available at **Appendix 6: Quality Assurance Report (Updated Qualifications Only)**.

Addendum - 27 November 2018

Following the 9 October 2018 AISC meeting, the AISC committee requested via the DET that a further proposal should be considered by the ACM Animal Care and Management IRC with regards to the reduction of the entry requirement within the Diploma of Veterinary Nursing that currently states ‘worked for a minimum of two years in a veterinary practice’ to one year.

Following consultation with the DET, the ACM Animal Care and Management IRC Chair convened a vote on the proposal to reduce the entry requirement as detailed above. This vote was conducted according to the IRC operating framework which states, where a consensus within the committee

cannot be achieved, a two-thirds majority of those in attendance should be regarded as the minimum requirement unless extenuating circumstances apply. No extenuating circumstances applied in this instance.

The result of the voting saw the committee fail to achieve either a consensus or a two-thirds majority of its members in favour to the reduction to the entry requirement to one year. Therefore, the IRC members do not support the reduction of the entry requirement and have requested that the AISC once again review and reconsider approving the current entry requirements.

The ACM IRC would also like the AISC to take into consideration that concessions had previously been given on this matter during the project. The level of skills and knowledge required to undertake the role of a senior veterinary nurse in specialisations such as surgical, dental and emergency and critical care, is far higher than a one year qualified veterinary nurse could even be considered ready.

The support of industry was initially a fully qualified veterinary nurse with a minimum of 3 - 5 years full time experience. The committee consider that there is a significant step up of specialist skills and knowledge required to be undertaken in this qualification that far exceeds the skills, knowledge and capability of a junior veterinary nurse who has only one full years' experience after graduating. It is felt that by reducing the entry requirement below two years, the IRC would be potentially allowing an individual to be at risk of being set up for failure which has a cost and time implication and possible reputational risks.

State/Territory engagement

Workshops have been conducted throughout Australia to gain industry feedback on all aspects of the Veterinary Nursing qualifications including the *Certificate II in Animal Studies* which currently has seven units of competency incorporated into the endorsed *Certificate IV in Veterinary Nursing* qualification. Skills Impact staff also travelled to Coffs Harbour in New South Wales, to consult on the veterinary nursing qualifications and the requirement for a new equine specialisation for the Diploma of Veterinary Nursing. This minimised the inconvenience to stakeholders and maximised involvement. Feedback has been received from various sources, including industry and STAs/TTAs.

Due to time constraints, the revised qualifications were only sent out to the STAs/TTAs, the AVA, VNCA, NIAG, TAFENSW, TAFESA, Melbourne Polytechnic and the Australian College of Applied Animal Studies for their review and feedback on the changes to the entry requirements to the veterinary nursing qualifications. Letters of support have been inserted into this case for endorsement from the VNCA, NIAG, AVA and the Australian College of Applied Animal Studies.

Please refer to **Appendix 2: Industry support** and **Appendix 3: Consultation and Support to the Revised Qualification Entry Requirements** for a list of activities conducted, together with organisations and individuals consulted.

Alternative approaches

Stakeholders in different areas requested specific assessment methods for many units including units in the *Certificate IV of Veterinary Nursing*, and the *Diploma of Veterinary Nursing*. Stakeholders were advised that the specific assessment method information they sought to have included could not be included in the unit of competency itself, but that there could be advisory information in the *User Guide: Veterinary Nursing* to support delivery and assessment.

Some stakeholders raised concerns about qualifications being delivered wholly by distance learning and requested mandatory work placements to ensure that students gained first-hand experience in a veterinary practice for both the *Certificate IV of Veterinary Nursing* and *Diploma of Veterinary Nursing*. Concerns were also raised about students not completing the *Certificate IV of Veterinary Nursing* as they did not have a foundation level of knowledge of the animal industry. It was suggested by some stakeholders that including the *Certificate II in Animal Studies* as an entry requirement into the *Certificate IV of Veterinary Nursing* would provide those students with a base level of knowledge and skills required to successfully complete the qualification in the future.

Some stakeholders also raised concerns that there were students progressing from the *Certificate IV of Veterinary Nursing* to the *Diploma of Veterinary Nursing* before they had been able to consolidate and build on their knowledge and skills as a veterinary nurse. This qualification is seen by stakeholders as being for senior veterinary nurses who have consolidated their skills and built an in-depth knowledge of the industry and wish to further enhance their knowledge and skills by either obtaining a *Diploma of Veterinary Nursing* or a *Diploma of Veterinary Nursing* with specialisations. It was recommended by the ACM Animal Care and Management IRC members who are the representatives of both the VNCA and AVA that an individual must have worked for a minimum of two years in a veterinary practice and hold either a Certificate IV in Veterinary Nursing or can demonstrate equivalent skills and knowledge to the Certificate IV in Veterinary Nursing, as outlined in the Companion Volume Implementation Guide.

Reports by exception

There are two Reports by Exception for work undertaken on the qualifications related to veterinary nursing. The organisations that have raised concerns on issues that have not been resolved to their complete satisfaction are:

- The Victorian State Training Authority.

State Training Authority – Victoria comments

Thank you for the opportunity to comment further on the additional work undertaken to the proposed Entry Requirements for the Veterinary Nursing qualifications. TPU Victoria does not support this Case for Endorsement (CfE) progressing to the AISC for consideration in its current form and submits the following Report by Exception.

Compelling information justifying the Entry Requirements from a skills and knowledge perspective has not been substantiated and will lead to inconsistency of approach, nationally. It is not clear why either qualification requires an Entry Requirement.

Good qualification design enables the required job outcomes and Entry Requirements are used when a level of skill and knowledge is essential to enter the qualification. In addition, referring to the non-endorsed and non-auditable CVIG within the mandatory, endorse-able components is not appropriate.

Regarding the Certificate IV Entry Requirements stated as

Entry into this qualification is open to individuals who:

- hold a Certificate II in Animal Studies

  OR

- hold a relevant Certificate III or higher level qualification in an animal science discipline, as outlined in the Companion Volume Implementation Guide

  OR

- can demonstrate equivalent skills and knowledge in a relevant animal science discipline to any of the above qualifications.

Report by Exception because:

The Training Package Products Policy states: '*Where entry requirements are identified, these are mandatory and must be clearly justified in the Companion Volume Implementation Guide'*; and the Standards for Training Packages require the Companion Volume Implementation Guide to include an: '*Explanation of any mandatory entry requirements for qualifications.'*

- Lack of justification and specifics about the skills and knowledge stated as essential to underpinning enrolment in the Certificate IV.
- Prohibitive barriers to commencement – not supporting a traineeship, school leaver, or other potential learner with the skills and desire to enrol in the Certificate IV.
- Potential overlap of with the content of the Certificate IV – the following points listed in the CVIG are available through the Units in the Certificate IV and there is no justifiable evidence for their inclusion:

- work health and safety risks in an animal care facility
- animal identification, handling and behaviour
- animal nutrition
- animal hygiene routines
- animal husbandry and health routines.

- Reference to and reliance on the non-endorsed and non-auditable CVIG within the mandated Entry Requirements – this particular aspect means it's non-implementable in Victoria. It is noted that the CVIG circles back to reference the Entry Requirements which is not helpful:
  - Any specific entry requirement for qualifications in the ACM Animal Care and Management Training Package are included in each qualification. These entry requirements ensure an individual has the skills and knowledge required to undertake the qualification. The following qualifications in the ACM Animal Care and Management Training Package have entry requirements:
    - *ACM40418 Certificate IV in Veterinary Nursing*
    - *ACM50218 Diploma of Veterinary Nursing.*
- Neither the Certificate II or III would be suitable for an RPL process to enter the Certificate IV due to the differences in content and the lack of alignment.
- Listing AQF Level 4 criteria for the Certificate IV is irrelevant as it applies to a graduates' Certificate IV acquired skills and knowledge on completion and not the assessment of a potential enrolees skills and knowledge to meet entry requirements.

Regarding the Diploma Entry Requirements stated as:

Entry into this qualification is open to individuals who:
have worked for a minimum of two years in a veterinary practice, and:

- hold a Certificate IV in Veterinary Nursing

  OR

- can demonstrate equivalent skills and knowledge to the Certificate IV in Veterinary Nursing, as outlined in the Companion Volume Implementation Guide.

Report by Exception because:

- Proposing a minimum number of 2 years working as a Certificate IV qualified Vet Nurse before being eligible to enrol into the Diploma constitutes a prohibitive barrier to commencement that has not been justified and refers to time served rather than competency. Advice about the skills and knowledge required that would be gained via the 2 years' experience is needed.
- Merely stating 2 years' experience does not support competency based completion and is non-compliant with the Training Package Products Policy which states it has to be specific to requirements.
- If a learner travelled the path from Certificate II as one proposal in this CfE, it would take 4 years and several thousand dollars as a minimum before people were eligible to enrol in the Diploma. This is not taking into consideration any other human factors like people working in other industries and the financial disadvantages that apply. It is a deterrent to enrolments and completions.
- Reference to the non-endorsed and non-auditable CVIG within mandatory components – this particular aspect means it's non-implementable in Victoria.

Additional feedback and rationale justifying our position are detailed below:

- The entry requirements overreach into the Standards for RTO's Clause 5.1. To be compliant with Standard 5 the RTO must meet the following:
  - Clause 5.1. Prior to enrolment or the commencement of training and assessment, whichever comes first, the RTO provides advice to the prospective learner about the training product appropriate to meeting the learner's needs, taking into account the individual's existing skills and competencies.

- The current CVIG (Non Endorsed) devolves responsibility to RTO's to make an assessment of a potential learner's capability to undertake the qualification which does not support national consistency. It is the responsibility of the IRC/SSO to be specific about the skills and knowledge essential as a basis for enrolment and to provide justification for Entry Requirements. Consequently, the following statement is unsuitable and may lead to an inconsistent approach, nationally, and potential issues at audit.
    - 'RTOs are required to determine the suitability and appropriateness of the entry qualification, and/or experience, to ensure that applicants who wish to commence the qualification have the required skills and knowledge in animal science to successfully complete the qualification at a Certificate IV level.'
- The CVIG lacks explicit measurement tools and KPI's for measuring potential learner's skills and knowledge aligned to underpinning Skills & Knowledge requirements for Veterinary Nursing.
- There is no justifiable evidence in the Companion Volume that outlines the influencing factors to demonstrate performance levels [HE & VET] of the above skills and knowledge.
- The entry requirement options are open to interpretation, are not explicit and do not meet Principle 4 of the Training Package Quality Principles – Support equitable access and progression of learners.

- The South Australian State Training Authority.

State Training Authority – South Australia comments

The SA STA does not support the Certificate IV in Veterinary Nursing as there remains concern that the proposed entry requirements pose potential barriers for school students, new trainees and career changers, who may have the capabilities required to commence and complete the Certificate IV in Veterinary Nursing.

The previously amended Case for Endorsement that was supported by South Australia allowed for "suitable experience in an animal care environment" as a basis for entry.

The recent entry requirements will require that potential students/trainees achieve RPL, and if unable to do so will be required to undertake the Certificate II in Animal Studies thereby extending their traineeship or course by at least 6 months.

A rationale for a Certificate II qualification as an entry requirement for a Certificate IV qualification has not been provided. The reference to the AQF in the Companion Volume/Implementation Guide, refers to graduate outcomes of Certificate II and Certificate IV qualifications. It does not provide guidance for entry into qualifications.

D. Industry expectations about training delivery

This section explains the advice provided in the Companion Volume Implementation Guide for the *ACM Animal Care and Management Training Package*, together with recommendations for delivery of qualifications as traineeships/apprenticeships.

Training delivery

The creation of the *ACM Animal Care and Management Training Package* has resulted in some significant changes to units of competency and qualifications. To support delivery of the training package to meet industry expectations, as well as the Implementation Guide, two additional companion volumes have been created to assist RTOs in developing training and assessment strategies.

Across the suite of companion volumes, there is information that covers key industry expectations about:

- qualifications suitable for vocational education and training delivered to secondary students
- qualifications suitable for delivery as apprenticeships or traineeships
- entry requirements to ensure that an individual has the skills and knowledge required to undertake a qualification
- amount of training/volume of learning requirements to ensure that the individual can gain the necessary skills and knowledge
- implementing work placement requirements
- key legislative requirements
- delivery and assessment advice for equine dentistry and veterinary nursing units of competency
- clustering of units of competency for effective delivery
- essential knowledge requirements.

Delivery as apprenticeship/traineeship

The *ACM40418 Certificate IV in Veterinary Nursing* and *ACM50218 Diploma of Veterinary Nursing* are suitable and highly recommended qualifications for delivery as traineeships as students are required to have access to patients (animals), clients, medical and surgical cases, veterinary staff, practice policies and procedures, and be in a veterinary clinic or hospital for a minimum of 240 hours for assessment purposes.

E. Implementation of the training package components

This section explains how the training package meets occupational and/or licensing requirements and identifies particular implementation issues and strategies to manage these issues.

How training package components meet occupation and licensing requirements

Licensing statements are included in units of competency, where relevant. For example, the veterinary nursing units of competency include the following statement: "*Legislative and regulatory requirements apply to veterinary nurses but vary according to state/territory jurisdictions. Users must check with the relevant regulatory authority before delivery"*.

Where no occupational and licensing requirements apply to the *ACM Animal Care and Management Training Package* the following statement is used: "*No occupational licensing, legislative or certification requirements apply to this unit at the time of publication*".

There is detailed information about current legislative requirements in the companion volumes. Specific information is kept in companion volumes so that it can be quickly updated when required.

Implementation issues and management strategies

Some stakeholders requested specific assessment methods for many units to be included in the *Certificate IV of Veterinary Nursing*, and the *Diploma of Veterinary Nursing*. Stakeholders were advised that such information could be included in a Companion Volume. Specific user guides have been developed to support delivery of veterinary nursing and equine dentistry qualifications. The guides were developed by Skills Impact to support good practice implementation of qualifications and units.

Some stakeholders also requested that supervisory requirements are included in the Application and Assessment Conditions sections for the Certificate IV and Diploma in Veterinary Nursing. This is to provide clarity as to the minimum level of supervision required by those responsible for supervising the student during their studies. The levels of supervison are:

- Certificate IV in Veterinary Nursing – a registered veterinarian or minimum of Certificate IV qualified veterinary nurse
- Diploma of Veterinary Nursing – specialisations
    - **Group A Surgical specialisation** and **Group B Dental specialisation** – interactions with a registered veterinarian who is at a minimum a Member of the Australia and New Zealand College of Veterinary Scientists (ANZCVS), and who regularly performs advanced surgical procedures on animals
    - **Group C Emergency and Critical Care specialisation** - supervision by a registered veterinarian who performs emergency and critical care procedures on a regular basis.

These requirements could be seen as a barrier (flexibility principle); however, the above levels of supervision have been incorporated into the respective qualifications to ensure that the student remains under the supervision of the appropriately qualified individual throughout their studies. This will ensure the students receive the appropriate level of support and guidance required.

Some veterinary nurses, RTOs and industry associations consider that a Certificate III in Veterinary Nursing Assistant should replace the Certificate II in Animal Studies as the entry level into the industry. Others have gone further and stated that the *Certificate IV in Veterinary Nursing* should be the entry level for an assistant veterinary nurse and the *Diploma of Veterinary Nursing* becomes the level required to attain veterinary nurse status. This would then bring the Australian Veterinary Nurse qualification in line with overseas qualifications and allow Austrlian trained veterinary nurses the ability to obtain work in other countries as the qualification becomes transferable.

Further implementation advice

The *ACM Animal Care and Management Training Package* has been reviewed as part of three projects:

- Farriery
- Review of Veterinary Nursing
- Work Safely Around Animals (Infection Control).

It is highly recommended that the Veterinary Nursing qualifications, and units of competency contained within this Case for Endorsement are released at the same time on training.gov.au as the body of work contained within the *ACM Animal Care and Management Training Package Version 2.0.* Farriery qualifications and Work Safely Around Animals (Infection Control) that were considered for endorsement by the AISC in an out of session meeting in September 2018.

F. Quality assurance reports

Skills Impact declares that the proposed components of the ACM Animal Care and Management Training Version 2.0 meet the requirements of the Standards for Training Packages 2012 and the Training Package Development and Endorsement Process Policy.

The table below provides a statement of evidence that the components meet the Training Package Quality Principles.

Principle	**Evidenced by:**
1. Reflect identified workforce outcomes	▪ Changes demonstrate a clear link back to relevant AISC decisions commissioning the work and the Case for Change ▪ Training package components are compliant with the *Standards for Training Packages 2012*, the *Training Package Products Policy* and the *Training Package Development and Endorsement Process Policy* ▪ Open and inclusive consultation and validation commensurate with scope and impact has been conducted.
2. Support portability of skills and competencies including reflecting licensing and regulatory requirements	▪ Identification of skill sets that respond to client needs ▪ Other national and international standards for skills are considered.
3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry	▪ Active engagement across industry has sought to achieve a national consensus about the advice provided to the AISC.
4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces	▪ Qualifications can be applied in a range of contexts, such as vocational education and training delivered to secondary students, apprenticeships and traineeships. ▪ Prerequisites have been minimised but are used to ensure that learners have the necessary knowledge and skills to complete the unit of competency safely and effectively.
5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors	▪ Qualifications in this training package support the progression of an individual through school and vocational education sectors, and information about progression is provided in the Implementation Guide.
6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements	▪ Units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth ▪ Compliance with the TPCMS/National Register requirements for publication ▪ Implementation advice is provided in three companion volumes: *ACM Animal Care and Management Implementation Guide, Veterinary Nursing User Guide* and *Equine Dentistry User Guide* are ready for publication at the same time as the Training Package.

The declaration and statement of evidence is confirmed by the independent Quality Report which is provided in **Appendix 4: Quality Report** and **Appendix 6: Quality Assurance Report (Updated Qualifications Only)**

The ACM Animal Care and Management Training Package, ACM Animal Care and Management Implementation Guide, Veterinary Nursing User Guide and Equine Dentistry User Guide have been quality assured through Skills Impact quality processes.

G. Implementation of COAG Industry Skills Council reforms to training packages

The decision being sought from the AISC would support the COAG Industry and Skills Council reforms to training packages. Completion of training package development work, together with extensive consultation with relevant stakeholders, confirms that the submission:

- does not duplicate existing qualifications or units of competency
- removal of one unit of competency that industry has deemed to be obsolete
- reduces the number of diploma qualifications from four to one
- explains how it meets industry's expectations of training delivery.

H. Evidence of completion

Skills Impact confirms that the proposed components of the *ACM Animal Care and Management Training Package Version 2.0* have been completed according to the work assigned by the AISC in the Business Case and the subsequent Activity Order.

Evidence that training package component(s) are prepared for publication

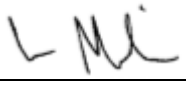
The Quality Report provides confirmation that the draft components meet the *Standards for Training Packages 2012*.

All components have been created to comply with the National Register requirements for publication. The **Mapping Summary** provided in **Appendix 1 Components for endorsement** provides details of the changes to the training package components that are required to allow them to be published on the National Register.

I. IRC support

The ACM Animal care and Management IRC supports the submission of the training package components detailed in this Case for Endorsement.

Signed for and on behalf of the ACM Animal care and Management IRC by its appointed Chair.

Name of Chair:	Laurie Milner
Signature of Chair:	
Date:	27 November 2018

Appendix 1: Components For Endorsement

a. List of qualification titles and codes

Qualifications in the *ACM Animal Care and Management Training Package Version 2.0*	
Code	**Title**
ACM40418	Certificate IV in Veterinary Nursing
ACM50218	Diploma of Veterinary Nursing

b. List of unit titles and codes and associated assessment requirements

Units of competency in the *ACM Animal Care and Management Training Package Version 2.0*	
Code	**Title**
ACMVET401	Coordinate veterinary reception duties
ACMVET402	Apply imaging routines
ACMVET403	Perform clinical pathology procedures
ACMVET404	Perform practice office procedures
ACMVET405	Coordinate and perform surgical nursing routines
ACMVET406	Nurse animals
ACMVET407	Carry out medical nursing routines
ACMVET408	Provide nutritional advice and support for animals
ACMVET409	Provide specific animal care advice
ACMVET410	Carry out veterinary dental nursing procedures
ACMVET411	Prepare, deliver and review animal care education programs
ACMVET412	Coordinate practice promotional activities
ACMVET413	Prepare for anaesthesia and monitor animal anaesthesia and analgesia
ACMVET414	Nurse foals
ACMVET415	Provide intensive foal care and nursing
ACMVET416	Assist with the preparation of veterinary drugs and poisons

Units of competency in the *ACM Animal Care and Management Training Package Version 2.0*	
Code	**Title**
ACMVET501	Manage nursing requirements for specialised surgical procedures
ACMVET502	Carry out post-operative nursing routines
ACMVET503	Produce veterinary dental oral cavity images
ACMVET504	Provide veterinary dental nursing support for advanced veterinary dental surgery
ACMVET505	Prepare for veterinary emergency response
ACMVET506	Perform emergency procedures to sustain life
ACMVET507	Provide nursing support for critical care surgery
ACMVET508	Support veterinary practice communication and professional development
ACMVET509	Manage veterinary nursing procedures
ACMVET510	Apply veterinary nursing pathophysiology
ACMVET511	Apply principles of animal behaviour
ACMVET512	Develop and implement specific practice policies

c. Credit arrangements

Credit arrangements for *ACM Animal Care and Management Training Package Version 2.0*		
Qualification Code	**Qualification Title**	**Credit Arrangement Details**
ACM40418	Certificate IV in Veterinary Nursing	At the time of endorsement of this training package, no national credit arrangements exist.
ACM50218	Diploma of Veterinary Nursing	At the time of endorsement of this training package, no national credit arrangements exist.

e. Mapping information

Qualifications

Mapping of qualifications for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
ACM40412 Certificate IV in Veterinary Nursing	ACM40418 Certificate IV in Veterinary Nursing	Updated to meet Standards for Training Packages Added entry requirements Six AQF 2 units removed from core Five new units introduced to core Changed packaging rules Changed equine electives Work placement requirement included	No equivalent qualification
ACM50212 Diploma of Veterinary Nursing (Surgical)	ACM50218 Diploma of Veterinary Nursing	Updated to meet Standards for Training Packages Added entry requirements One qualification with four optional specialisations Work placement requirement included	No equivalent qualification
ACM50312 Diploma of Veterinary Nursing (Dental)	ACM50218 Diploma of Veterinary Nursing	Updated to meet Standards for Training Packages Added entry requirements One qualification with four optional specialisations Work placement requirement included	No equivalent qualification
ACM50412 Diploma of Veterinary Nursing (Emergency and Critical Care)	ACM50218 Diploma of Veterinary Nursing	Updated to meet Standards for Training Packages Added entry requirements One qualification with four optional specialisations Work placement requirement included	No equivalent qualification
ACM50512 Diploma of Veterinary Nursing (General Practice)	ACM50218 Diploma of Veterinary Nursing	Updated to meet Standards for Training Packages Added entry requirements One qualification with four optional specialisations	No equivalent qualification

Mapping of qualifications for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
		Work placement requirement included	

Units of competency

Mapping of units of competency for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
ACMVET401A Coordinate veterinary reception duties	ACMVET401 Coordinate veterinary reception duties	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET402A Apply imaging routines	ACMVET402 Apply imaging routines	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET403A Perform clinic pathology procedures	ACMVET403 Perform clinical pathology procedures	Updated to meet Standards for Training Packages Title updated Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET404A Perform clinic office procedures	ACMVET404 Perform practice office procedures	Updated to meet Standards for Training Packages Title updated to reflect changes to content Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit

Mapping of units of competency for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
ACMVET405A Carry out surgical nursing routines	ACMVET405 Coordinate and perform surgical nursing routines	Updated to meet Standards for Training Packages Titled updated to reflect changes to content Assessment requirements revised Two units merged into one Work placement requirement included	No equivalent unit
ACMVET406A Nurse animals	ACMVET406 Nurse animals	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET407A Carry out medical nursing routines	ACMVET407 Carry out medical nursing routines	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET408A Coordinate and perform theatre routines	ACMVET405 Coordinate and perform surgical nursing routines	Updated to meet Standards for Training Packages Titled updated to reflect changes to content Assessment requirements revised Two units merged into one Work placement requirement included	No equivalent unit
Not applicable	ACMVET408 Provide nutritional advice and support for animals	New unit	No equivalent unit

Mapping of units of competency for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
ACMVET409A Provide specific animal care advice	ACMVET409 Provide specific animal care advice	Updated to meet Standards for Training Packages Nutritional aspects removed and included in new unit ACMVET408 Provide nutritional advice and support for animals Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET410A Carry out veterinary dental nursing procedures	ACMVET410 Carry out veterinary dental nursing procedures	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET411A Prepare, deliver and review animal care education programs	ACMVET411 Prepare, deliver and review animal care education programs	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised	Equivalent unit
ACMVET412A Coordinate clinic promotional activities	ACMVET412 Coordinate practice promotional activities	Updated to meet Standards for Training Packages Title updated to reflect changes to content Minor changes to clarify content Assessment requirements revised	Equivalent unit
ACMVET413A Develop and implement specific clinic policies	ACMVET512 Develop and implement specific practice policies	Updated to meet Standards for Training Packages Recoded to AQF 5 Titled updated to reflect changes to content	Equivalent unit

Mapping of units of competency for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
		Minor changes to clarify content Assessment requirements revised	
Not applicable	ACMVET413 Prepare for anaesthesia and monitor animal anaesthesia and analgesia	New unit	No equivalent unit
ACMVET414A Nurse foals	ACMVET414 Nurse foals	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Prerequisite added Safety requirements added in line with Safety in Equine Training Project	No equivalent unit
ACMVET415A Provide intensive foal care and nursing	ACMVET415 Provide intensive foal care and nursing	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Prerequisites added Safety requirements added in line with Safety in Equine Training Project	No equivalent unit
Not applicable	ACMVET416 Assist with the preparation of veterinary drugs and poisons	New unit	No equivalent unit
ACMVET501A Manage nursing requirements for specialised surgical procedures	ACMVET501 Manage nursing requirements for specialised surgical procedures	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised	No equivalent unit

Mapping of units of competency for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
		Work placement requirement included	
ACMVET502A Carry out post-operative nursing routines	ACMVET502 Carry out post-operative nursing routines	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET503A Produce veterinary dental oral cavity radiographs	ACMVET503 Produce veterinary dental oral cavity images	Updated to meet Standards for Training Packages Titled updated to reflect changes to content Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET504A Provide veterinary dental nursing support for advanced veterinary dental surgery	ACMVET504 Provide veterinary dental nursing support for advanced veterinary dental surgery	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET505A Prepare for emergency response	ACMVET505 Prepare for veterinary emergency response	Updated to meet Standards for Training Packages Title updated Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit

Mapping of units of competency for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
ACMVET506A Perform emergency procedures to sustain life	ACMVET506 Perform emergency procedures to sustain life	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET507A Provide nursing support for critical care surgery	ACMVET507 Provide nursing support for critical care surgery	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET508A Support veterinary practice communication and professional development	ACMVET508 Support veterinary practice communication and professional development	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET509A Manage veterinary nursing procedures	ACMVET509 Manage veterinary nursing procedures	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit
ACMVET510A Apply veterinary nursing pathophysiology	ACMVET510 Apply veterinary nursing pathophysiology	Updated to meet Standards for Training Packages Minor changes to clarify content	No equivalent unit

Mapping of units of competency for *ACM Animal Care and Management Training Package Version 2.0*			
Code and title (previous version)	**Code and title (current version)**	**Comments**	**Equivalence statement**
		Assessment requirements revised Work placement requirement included	
ACMVET511A Apply principles of animal behaviour	ACMVET511 Apply principles of animal behaviour	Updated to meet Standards for Training Packages Minor changes to clarify content Assessment requirements revised Work placement requirement included	No equivalent unit

Appendix 2: Industry Support

Veterinary Nursing Technical Advisory Committee

Name	Organisation
Rebeca Coventry	Veterinary Nurse VNCA
Helen Power	Veterinary Nurse VNCA
Patricia Clarke	Veterinarian AVA QLD
Benjamin Rochester	NIAG
Jo Powell	AVA, TAFESA
Merrilyn Fitzgerald	Veterinarian NSW
Rachael Stone	Veterinarian WA
Patricia Stewart	Veterinarian AVA Victoria
Jasmine Feeney	VNCA
Michelle Foxcroft	Veterinary Nurse VNCA
Sheridan Martin	Veterinary Surgeons' Board of WA
Bronwen Harper or Brigid Hales	Box Hill Institute
Bill Harkin	Veterinarian AVA Victoria

Industry Feedback

Veterinary Nursing workshop participants

Workshop	Participants	State
Sydney VNCA Conference workshop 29-Mar-17 19 participants	Sally Lee, Open Colleges Rebecca Coventry, VNCA Julia Crawford, AVA Jasmine Pengelly, VNCA Amber Barnier, Open Colleges Sue Crampton, Animal Industries Resource Centre Michelle Foxcroft, VNCA, Murdoch University Veterinary Hospital Jennifer O'Donnell, TAFE NSW Kathy Teall, TAFE NSW Belinda Rutledge, TAFE NSW Rachel Milne, TAFE NSW Barb Bailey-Dahlheimer, VNCA Janet Murray, South Metro TAFE WA Yvonne Markey, VNCA, Murdoch University Nurse Manager Meaghan Sutherland, VNCA Jo-Ann Hatcher, VNCA Helen Power, VNCA Jacquie Martin, VNCA Executive Officer Ben Rochester, NIAG	NSW
Adelaide workshop 5-Apr-17 1 participant	Jo Powell, TAFESA	SA
Perth workshop 6-Apr-17 7 participants	Kay Jansen, SMTAFE Beverley Taylor, SMTAFE Paul Etheredge, Food, Fibre & Timber Industries Training Council (WA) Inc Michelle Foxcroft, VNCA, Murdoch University Veterinary Hospital Lucinda Pita Department of Training and Workforce Development Sheridan Martin Veterinary Surgeons Board Anne Beugelaar, Applied Vocational Training	WA
Hobart workshop 11-Apr-17 3 participants	Jane Allwright, Tasmanian Secondary Colleges Greg Irons, Bonorong Wildlife Sanctuary Laurie Miller, Tas TAFE	TAS

Workshop	Participants	State
Melbourne workshop 18-Apr-17 7 participants	Louise O'Gorman, Melbourne Polytechnic Liz Hoffmann, ACAAS Jennifer Buttress, Melbourne Polytechnic Grace Parker, Melbourne Polytechnic Kate Bryce, Melbourne Polytechnic Deahnn Johnson, ACAAS Bec Alsop, Vet Centric	VIC
Darwin workshop 27-Apr-17 4 participants	Pauline Halse, Industry Skills Advisory Council NT Melanie Brenton, Industry Skills Advisory Council NT Sue Samuelsson, I-Vet Michelle Lewis, Charles Darwin University	NT
Brisbane workshop 28-Apr-17 8 participants	Robert Cassidy, Veterinary Surgeons Board of Queensland Mik O'Leary, Animal Industries Resource Centre Sue Crampton, Animal Industries Resource Centre Di Palmer, The University of Queensland Gatton Vocational Education Centre (UQ-GVEC) Amie Low, UQ-GVEC Trish Farry, UQ-GVEC Kerry Henry, TAFE QLD Jennifer Currie, TAFE QLD	QLD
Coffs Harbour workshop 2-May-17 5 participants	Ruth James, TAFE NSW Celia Thomson, TAFE NSW Tanya Jacobs, Open Colleges Sally Lee, Open Colleges Merrilyn Fitzgerald, Pacific Vetcare	NSW

Veterinary Nursing survey respondents

Name	Organisation	State
Kate Bryce	Melbourne Polytechnic	VIC
Sheridan Martin	Veterinary Surgeons Board	WA
Jocelyn Powell	TAFESA	SA
Jo Hatcher	Gawler Animal Hospital	SA
Di Palmer	UQ-GVEC	QLD
Christine Pavy	Greencross Vets	QLD

Name	Organisation	State
Brigid Hales	Box Hill Institute	VIC
Brodie Harrison	Box Hill Institute	VIC
Sam Hogan	TAFE Gold Coast	QLD
Mik O'Leary	Animal Industries Resource Centre	QLD
Esther Boon	Animal Industries Resource Centre	QLD
Kim Ticehurst	Open Colleges	NSW
Robyn Megna	Box Hill Institute	VIC
Lucy Miller	North Hill Veterinary Clinic	NSW
Ben Rochester	NIAG	NSW
Kay Jansen	South Metropolitan TAFE	WA
Andrew Thompson	Animal Industries Resource Centre	QLD
Christine McKinnon	TAFENSW	NSW
Kirsten Underwood	Cannington Veterinary Hospital	WA
Carl Crotty	Bendigo Kangan Institute	VIC
Casey Elliott	South Metropolitan TAFE	WA
Candice Waldie	South Metropolitan TAFE	WA
Carly Backhouse-Smith	South Metropolitan TAFE	WA
Terry George	South Metropolitan TAFE	WA
Julie Gautrey	South Metropolitan TAFE	WA
Janet Murray	South Metropolitan TAFE	WA
Dr Tamara McElroy	Tamworth Equine Veterinary Centre	NSW
Erica Steppat	TAFE (Sydney)	NSW
Peter Cruickshank	South Metropolitan TAFE	WA
Kerrie Haynes-Lovell	TAFE NSW	NSW
Robyn Megna	Box Hill Institute	VIC
Debbie King	Applied Vocational Training	WA
Lydia Rigby	Don College	TAS
Clare Stead	TAFE NSW	NSW

Name	Organisation	State
Amie Low	UQ-GVEC	QLD
Kelli Johnston	TAFE NSW	NSW
Anneliese	Challenger Veterinary Hospital	WA
Meaghan Owen	Wellington Village Vet	VIC
Michelle Foxcroft	The Animal Hospital at Murdoch University	WA
Teresa Robinson	Regional Skills Training	SA

Veterinary Nursing emailed respondents

Name	Organisation	State
Sheridan Martin	Veterinary Surgeons Board	WA
Sam McCurdy	Box Hill Institute	VIC
Rachel Stone	Australian Veterinary Association	WA
Debbie King	Applied Vocational Training	WA
Anne Beugelaar	Applied Vocational Training	WA
Peter Cruickshank	South Metropolitan TAFE	WA
Kay Jansen	South Metropolitan TAFE	WA
Jennifer O'Donnell	TAFE NSW	NSW
Kate Bryce	Melbourne Polytechnic	VIC
Kate Bryce on behalf of:	Animal Care and Management Teacher Network in Victoria	VIC
Loretta Woodgate	TAFE NSW	NSW
Barry Nielsen Karen Harkin Billinda Schipp	Sydney TAFE	NSW
Di Palmer	UQ-GVEC	QLD
Kelli Johnston	TAFE NSW	NSW
Mik O'Leary	AIRC/Crampton Consulting	QLD
Harrie Phillips	Australian College of Veterinary Nursing	VIC

Name	Organisation	State
Lexie Goldsmith	Dog Groomers Association of Western Australia	WA
Sarah McMullen	South Metropolitan TAFE	WA
Laurie Dowling	Australian Veterinary Association	QLD
Helen Power	VNCA	NSW
Esther Boon	AIRC/Crampton Consulting	QLD
Tracy Woodland	AIRC/Crampton Consulting	QLD
Jasmine Pengelly	VNCA/NIAG	NSW
Sue McGrath	AVA NSW & ACT Divisions	NSW/ ACT
Susan Chandler	Australian Veterinary Association (Victorian Division)	VIC
Joe Power	Diamond Beach Veterinary Clinic	NSW

Veterinary Nursing validation respondents

Name	Organisation	State
Kate Bryce	Melbourne Polytechnic	VIC
Deborah Neutze	Australian Veterinary Association	NSW
Tracy Woodland	Provet Pty Ltd	QLD
Mik O'Leary	Animal Industries Resource Centre	QLD
Michelle Foxcroft	The Animal Hospital at Murdoch University	WA
Sheridan Martin	Veterinary Surgeons Board	WA
Di Palmer	UQ-GVEC	QLD
Rebecca Donhardt	Reservoir Veterinary Clinic	VIC
Harrie Phillips	Australian College of Veterinary Nursing	VIC
Kay Jansen	South Metropolitan TAFE	WA
Kim Ticehurst	Open Colleges	NSW
Helen Power	VNCA	NSW
Dr Sam McCurdy	Box Hill Institute	VIC
Deahnn Johnson	Australian College of Applied Animal Studies	VIC

Name	Organisation	State
Beverley Taylor	South Metropolitan TAFE	WA
Nadia Marchini	South Metropolitan TAFE	WA
Susan Smith	South Metropolitan TAFE	WA
Peter Cruickshank	South Metropolitan TAFE	WA
Suzy Taugerbeck	TAFE NSW	NSW
Norbert Fischer	TAFE NSW Richmond	NSW
Chris Burrows	University of Sydney	NSW
Jane Silcox	TAFE QLD	QLD
Laurie Miller	TasTAFE	TAS
Melissa Lewis	Barossa Vet Service	SA
Adam Farrugia	RSPCA NSW	NSW
Jo Hatcher	VNCA President	VIC

Veterinarians survey respondents

Name	Organisation	State
Heather Stewart-Rowe	Larkhill Vets	WA
Tracey	Morley Vetcentre	WA
Andrew Giddy	Vethear Consulting Pty Ltd	VIC
George Jackson	Spearwood Vet Hospital	WA
Helen Mooney	Broome Veterinary Hospital	WA
Dr Ken Wyatt	Perth Veterinary Oncology	WA
Keenan Edinger	Railway Avenue Veterinary Hospital	WA
Lyn Dunstan	Bullsbrook Veterinary Centre	WA
Samantha Wright	Manjimup Veterinary Clinic	WA
Frosina Duckin	Waroona Veterinary Clinic	WA
Nicole Christians	The Lost Dogs Home	VIC
Robyn Whitaker	VetPartners	WA
Ashleigh Arbuthnot	Challenger Veterinary Hospital	WA

Name	Organisation	State
Kristen Mills	Warton Road Animal Hospital	WA
Mandy Wroe	Kenwick Veterinary Hospital	WA
Katrin Swindells	Western Australian Veterinary Emergency and Specialty	WA
Karen Bomford	Doubleview Veterinary Centre	WA
Not provided	Heartlands Vet Hospital	WA
Dr Bruce Moore	Warnbro Veterinary Hospital	WA
Nikki White	Petstock Vet Bunbury	WA
Rachelle Fauntleroy	Murdoch University	WA
Steven Metcalfe	Applecross Veterinary Hospital	WA
Belinda Beynon	Serpentine Vet	WA
Rob Hill	Treendale Pet Medical	WA
Kirsten Jackson	Dental Vet	WA
Dr Gina Micke	Claremont Veterinary Hospital	TAS
Arlette Ludgate	Bakers Hill Veterinary Hospital	WA
Trevor Pavey	Lakeside Vet Centre	WA
Karina Lamont	Eastern Hills Vet Centre	WA
Not provided	East Fremantle Vet	WA
Graham Harradine	Harradine and Associates	WA
Kylie Galende	Not provided	Not provided
Elizabeth Vickridge	Cavalier Vet Practice	WA
David Warren	Mira Mar Veterinary Hospital	WA
Chris	Vet House Calls	WA
Tina Thomas	Valley Equine Veterinary Centre	WA
Emma	WAVES- ECC Department	WA
Barry Odesnik	Vital Vet Animal Hospital	WA
Maureen White	Grantham Street Veterinary Clinic	WA
Dr Greg Carson	VIP Veterinary Centre	WA

Name	Organisation	State
Dr Hester Raijmakers	VetPartners Pty Ltd	NSW
Dr Rachel Chay	Greencross Vets	QLD
Dr. Mallory Thompson	Melbourne Polytechnic	VIC
Dr Sarah Webb	Animal Referral Hospital Canberra	ACT

Appendix 3: Consultation and Support to the Revised Qualification Entry Requirements

Certificate IV in Veterinary Nursing and the Diploma of Veterinary Nursing Directed Industry Consultation 10 to 14 Sep 2018

Name	Organisation	State
Rebecca Coventry	ACM IRC Member / VNCA Representive and TAFENSW ACM Head Teacher	NSW
Julia Crawford	ACM IRC Member / AVA Representative and Director AVA	NSW
Liz Hoffmann	CEO Australian College of Applied Animal Studies	VIC
Deahnn Johnson	Director of Training Australian College of Applied Animal Studies	VIC
Nicoll Heaslip	VNCA Executive Officer on behalf of the VNCA Board Members	VIC
Jasmine Pengelly	National Industry Advisory Group for Veterinary Nursing - Chair	NSW
Brian Heim	TAFE Queensland - Director - Applied Sciences and Business	QLD
Jennifer Currie	TAFE Queensland - Teacher	QLD

Letters of Support

A.C.A.A.S.

Australian College of Applied Animal Studies – RTO No 22380
357-359 Belgrave Hallam Road
Narre Warren North – Vic 3804
Phone 03-97969583

Letter of Support

Proposed Entry Requirements - Certificate IV in Veterinary Nursing

Australian College of Applied Animal Studies acknowledges the need for entry requirements to support the level of learning imbedded in this Qualification.

The proposed requirements will support the level of skills and knowledge required to commence study at this level and will ensure that students have the necessary skills to perform within the veterinary nursing profession.

The inclusion of qualifications from associated Training Packages such as Racing, Breeding and Agriculture acknowledges the breadth of learning and application of the qualification as required by the veterinary industry. Utilising other animal care streams supports training pathways (specifically rural) for entrants to this qualification.

Applicants to this qualification from parallel pathways in Higher Education can achieve mobility between training systems.

Under this proposal RTOs have the flexibility to determine the suitability of Applicants to undertake training as veterinary nurses. Individual entry processes allow for a range of specialised skills to be determined and endorsed within the pre-training processes of different providers.

The removal of ACMGAS205- Assist in the health care of animals, elevates the level of skills and knowledge imbedded in the qualification. This basic learning is better suited to the lower level qualifications which have now become the pre-requisites to Certificate IV in Veterinary Nursing.

Including a core Unit from lower level qualifications (which are pre-requisites) confounds the AQF Level of learning required by the nursing qualification

Liz Hoffmann – CEO Australian College of Applied Animal Studies

Deahnn Johnson – Director of Training – Australian college of Applied Animal Studies

Dear Wayne,

I am writing to provide feedback on the proposed amended entry requirements for both the Certificate IV in Veterinary Nursing and the Diploma in Veterinary Nursing.

The National Industry Advisory Group for Veterinary Nursing have reviewed the final version of the entry requirements for the Certificate IV and Diploma in Veterinary Nursing and are in support of the changes that have been made.

We are not providing comment on the entire Case for Endorsement as this has been done previously and the timeframes imposed have not allowed a complete review of this document. Our previous comments and feedback still stand on the Case for Endorsement.

The National Industry Advisory Group for Veterinary Nursing support the amended entry requirements being sent to the AISC for endorsement.

Kind regards

Jasmine

JASMINE PENGELLY
NIAG Chair

VETERINARY NURSES
COUNCIL OF AUSTRALIA

Friday 14 September 2018

To whom it may it concern,

The Veterinary Nurses Council of Australia (VNCA), representing veterinary nurses throughout Australia, has been involved in the rewording of the new proposed entry requirements. The VNCA has reviewed the final version that has been sent to all State Training Authorities (STAs) by the Skilled Service Organisation for the Animal Care and Management Training Package - Skills Impact.

The VNCA is in support of the new entry requirements, including the wording outlined in the Implementation Guide referring to entry requirements. Our organisation's understanding is that these documents have been submitted to the State Training Authorities for consultation and feedback.

The VNCA is in support of these entry requirements being sent to the Australian Industry Skills Council for endorsement.

Kind regards,

On behalf of the Veterinary Nurses Council Board of Directors.

Nicoll Heaslip
Executive Officer

Veterinary Nurses Council of Australia
National Office
PO Box 7345 | Beaumaris VIC 3193
P: +613 9586 6022 | F: +613 9586 6099 | www.vnca.asn.au

12 September 2018

Mr. Wayne Jones
Training Package Portfolio Manager
Skills Impact
559 Queensberry St
North Melbourne VIC 3051

Dear Wayne,

Re: AVA Support of Proposed Changes to the Certificate IV and Diploma in Veterinary Nursing

On behalf of the Australian Veterinary Association I am writing to support proposed changes to the Certificate IV and Diploma in Veterinary Nursing as part of the Animal Care and Management Training Package (ACMTP).

These changes relate to entry requirements for both qualifications and the additional specifications for entry in the ACMTP Companion Volume. The AVA has been assured that both of these requirements are now auditable by ASQA and will ensure that suitable candidates are enrolled in these courses without undue restriction on entry.

Kind regards

Dr. Julia Crawford BVSC MAICD
Director Australian Veterinary Association
National Industry Advisory Group for Veterinary Nursing

Dear Wayne

Thank you for the opportunity to provide comment on the latest version of ACM40418 – Certificate IV in Veterinary Nursing. TAFE Queensland fully supports the latest draft, in particular the reduction of total units required to 21 and setting the total hours for work placement at 240 hours. Further, TQ supports the compromise position reached in regard to work placement hours and securing work placement as well as the prerequisites for entry into ACM40418.

Kind regards,
Brian Heim

Brian Heim
Director - Applied Sciences and Business

Brisbane Region
TAFE Queensland

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m: +61428999384
e: Brian.Heim@tafe.qld.edu.au
a: 66 Ernest St, South Brisbane, Qld 4101
p: Locked Mail Bag 14, South Brisbane, Q 4101
w: tafeqld.edu.au

RTO 0275 | CRICOS 03020E | TEQSA PRV13003

We respectfully acknowledge the Traditional Owners of the lands on which TAFE Queensland operates. We recognise the continuing connection to land, waters, culture and kin that Aboriginal and Torres Strait Islander peoples uphold. We pay our respects to Elders past and present, who give us strength, inspiration and guidance to deliver great training outcomes for all Queenslanders

Appendix 4: Quality Assurance Report 2017

Section 1 – Details of draft training package components

Information required	Detail
Training Package title and code	ACM Animal Care and Management Training Package, Version 1.0 (Draft veterinary nursing and transition components only)
Number of new or revised qualifications	Total of 21 qualifications: • Veterinary Nursing Project (three qualifications) • ACM Transitioning Project (19 qualifications and six skill sets)
Number of new or revised units	Total 140 units of competency - 135 revised units and five new units. • Veterinary Nursing Project (55 units of competency). • ACM Transitioning Project (85 units of competency)
Confirmation that the draft endorsed components meet the *Standards for Training Packages 2012*	Yes
Name of panel member completing Quality Report	Anna Henderson, Business Skill Viability
Statement that the panel member • is independent of development and/or validation activities associated with the *Case for Endorsement* • has not undertaken the *Equity* and/or *Editorial Report* • is independent of the Training Package or Training Package components being reviewed.	Anna Henderson is independent of development and/or validation activities associated with the ACM Training Package Skills Impact have undertaken to address edits noted during the quality review.
Date completed	07/09/2017

Section 2 – Compliance with the standards for training packages

Standards for Training Packages		Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
Standard 1	Training Packages consist of the following: 1. AISC endorsed components: • units of competency • assessment requirements (associated with each unit of competency) • qualifications • credit arrangements. 1. One or more quality assured companion volumes.	Yes	Draft Training Package components submitted for review include: • 140 units of competency and associated assessment requirements • 21 qualifications • six skill sets (not formally endorsed) • Credit arrangements have been specified in the Case for Endorsement and the Companion Volume Implementation Guide (no credit arrangements exist at the time of development) • Three quality assured companion volumes are available to support the reviewed components of the ACM Training Package V1.0, namely: • Implementation Guide • User Guide: Veterinary Nursing • User Guide: Equine Dentistry.

Standards for Training Packages		Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
Standard 2	Training Package developers comply with the AISC *Training Package Products Policy*.	Yes	Skills Impact have complied with the following: • **Coding and titling –**: The ACM training package, qualifications and units of competency comply with the coding and titling policy. • **Foundation Skills** -: a minimalist process has been adopted. Foundation skills which are not explicit in the unit of competency, are identified in a table and described against the Australian Core Skills Framework and the Core Skills for Work Framework in each unit. • **Imported units** – Current codes for imported units listed in ACM qualifications have been checked and updated where required. A full listing of imported units is included in the Companion Volume Implementation Guide. • **Mapping** - the mapping tables found in the Companion Volume Implementation Guide for the ACM qualifications and units of competency include equivalence status of the endorsed components • **Qualifications** there are **entry requirements** for the Certificate IV and the Diploma of Veterinary Nursing. Stakeholder concern regarding the entry requirements for the Certificate IV in Veterinary Nursing has been noted and a rationale for the entry requirements explained in the Case for Endorsement • **Packaging rules** are clear and practical and allow for packaging for a range of job roles relating to work within the ACM sectors. Prerequisite units are listed in the qualification • **Pathway advice** is included in the Companion Volume Implementation Guide • **Skill sets** – six skill sets are included with ACM components submitted for review.

Standard 3	Training Package developers comply with the AISC *Training Package Development and Endorsement Process Policy*.	Yes	The Case for Endorsement details the two key projects detailed in the **Requirements set by AISC:** Transitioning of ACM10 Animal Care and Management Project, including: • the review of 19 qualifications and 79 units of competency to ensure that components meet the *Standards for Training Packages 2012*. The outcomes focus on the inclusion of foundation skills mapping and the review of the performance evidence, knowledge evidence and assessment conditions in units of competency; and the review and update of the qualifications including checking packaging rules, prerequisite and imported units. • the review of five equine dentistry units of competency not submitted with the Case for Endorsement for the Safety in Equine Training Project due to the need for further industry consultation. Veterinary Nursing Project, involving: • the extensive discussion in determining the entry requirements and the 240 hours work requirements (the original proposal for 800 hours work placement requirements was not supported by State Training Authority. • the review of 51 units of competency and 6 qualifications, the development of new units of competency and the review of duplication. National consultation is discussed in The Case for Endorsement, which describes the following: • a Training Advisory Committee (TAC) for the veterinary nursing project and an equine dental expert committee for the review of the equine dentistry units • eight public national consultation workshops for the Veterinary Nursing project • website project updates • online feedback on draft training package components at various stages throughout the projects, and for validation at the end of the development stage. The Case for Endorsement provides information on the following: • stakeholders and organisations who provided feedback throughout the projects (a thorough industry consultation was conducted for the on the non-transitionary ACM components) • the conflicting views about work placement requirements and entry requirements for the Certificate IV in Veterinary Nursing (Skills Impact canvassed additional views from employers on these issues) and the equine dentistry units • the work conducted, including addressing the AISC requirements.

Standards for Training Packages		Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
Standard 4	Units of competency specify the standards of performance required in the workplace.	Yes	The proposed units of competency specify the standards of performance required in the workplace. The veterinary nursing and equine dentistry units of competency are of a good standard and Skills Impact has addressed Quality Assurance suggestions pertaining to adding more qualitative statements to the Performance Criteria in some units of competency and further cross referencing between Performance Criteria and Knowledge Evidence. With regard to the ACM transitionary units of competency, Skills Impact has addressed many issues identified to bring them up to 2012 standard. It is suggested, however that these units undergo further review to improve them further.
Standard 5	The structure of units of competency complies with the unit of competency template.	Yes	The structure of the 140 draft units complies with the unit of competency template. The Foundation skills are described in the appropriate section for each unit, against skills identified in the Australian Core Skills Framework and the Core Skills for Work Framework, highlighting skills that are not explicit in the elements and performance criteria (the Foundation skills table could be utilised to a greater degree). It is recommended that ACM transitionary units be flagged for review in future work.

Standards for Training Packages		Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
Standard 6	Assessment requirements specify the evidence and required conditions for assessment.	Yes	**Work placements** • Twenty one units within the two veterinary nursing qualifications include work placement requirements of 240 hours for each qualification. • Four equine dentistry units of competency include work placement requirements leading to 120 hours for the Certificate IV in Equine Dentistry. • While the Case for Endorsement provides background information and outlines industry support for these requirements, the evidence for the 800 hours work placement requirement in veterinary nursing has not been fully justified. • Detailed advice for organising and conducting work placements is provided in the Companion Volume User Guides for Veterinary Nursing and for Equine Dentistry. **The assessment requirements** specify the performance evidence (including references to volume and frequency) and knowledge evidence to be demonstrated for assessment, along with required conditions for assessment as per the appropriate template. **The assessment conditions** are clearly specified in all 140 units. The use of sub-heading such as, physical conditions; resources, equipment and materials; specifications, and relationships improve the readability of the list of requirements. The case for endorsement provides background information and outlines the process and industry engagements to determine the work placement requirements for veterinary nursing. It shows that industry engagement and discussion led to consensus, which has been a difficult process. The intent of the Stadards for Training Packages was explained to key industry stakeholders, as was the potential impact of their initial demands on learners and RTOs.
Standard 7	Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template.	Yes	• All 140 proposed units of competency have associated assessment requirements, which comply with the assessment requirements template and the Standards for Training Packages 2012.

Standards for Training Packages		Standard met – yes or no	Comments (including any relevant comments from the Equity and Editorial Reports)
Standard 8	Qualifications comply with the Australian Qualifications Framework specification for that qualification type.	Yes, except one qualification	• All qualifications, with the exception of one, comply with the AQF specification for qualification type. • The editor and quality reviewer do not think that the ACM50117 Diploma of Animal Technology meets the requirements of a Diploma qualification because 13 of the 23 units in this qualification were developed to be packaged at AQF 3 level. It is recommended that this qualification be flagged for review in future work.
Standard 9	The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template.	Yes	• The 21 qualifications comply with the template from the Standards for Training Packages 2012.
Standard 10	Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template.	Yes	• This submission includes a listing of credit arrangements in the appropriate format. • The Companion Volume Implementation Guide also provides information that no national credit arrangements exist at this time for the ACM Training Package.
Standard 11	A quality assured Companion Volume Implementation Guide produced by the Training Package developer is available at the time of endorsement and complies with the Companion Volume Implementation Guide template.	Yes	• The Training Package components in this submission are accompanied by the ACM Animal Care and Management Training Package Companion Volume Implementation Guide, V1.0. • The guide complies with the companion volume implementation guide template included in the 2012 Standards, and have been quality assured in line with the Skills Impact procedure. It will be made available on the VETNet site, https://vetnet.education.gov.au/Pages/TrainingPackages.aspx, at the time of endorsement.
Standard 12	Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.	Yes	Two additional companion volumes, have been developed to meet the needs of stakeholders in specific sectors, namely: • User Guide: Veterinary Nursing • User Guide: Equine Dentistry.

Section 3 – Comments on how the draft training package components meet the quality principles

1. Reflect identified workforce outcomes

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Driven by industry's needs	• Changes demonstrate a clear link back to relevant AISC decisions commissioning the work, the IRC Skills Forecast and Proposed Schedule of Work, National Review Schedule and/or Case for Change, or demonstrate other evidence of industry needs	Yes	The AISC considered the Training Package for endorsement on 21 March 2016. The AISC did not endorse the Training Package as it did not meet the *Standards for Training Packages 2012. Also,* industry feedback indicated that a full review, rather than just transitioning to meet the *Standards for Training Packages 2012,* was required to ensure that the veterinary nursing components of the ACM10 Animal Care and Management Training Package reflected current skill needs. Skills Impact explain that in order to reduce the administrative burden to both the industry and vocational education and training sectors, the review of veterinary nursing components and the transitioning of remaining components to meet the *Standards for Training Package 2012,* are being submitted for consideration in ACM Case for Endorsement. The Case for Endorsement lists stakeholders and organisations who provided feedback throughout the projects, indicating that a thorough industry consultation was conducted. The Case for Endorsement documents the conflicting views about work placement requirements and entry requirements for the Certificate IV in Veterinary Nursing and explains Skills Impact's process for canvassing additional views from employers on these issues and similar issues relating to the equine dentistry units. The changes to ACM also reflect the IRC Skills Forecast and Proposed Schedule of Work.

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports

Compliant and respond to government broad policy initiatives	• Training package components are compliant with the Standards for Training Packages 2012, the Training Package Products Policy and the Training Package Development and Endorsement Process Policy
	
	• Evidence that the training package components respond to Ministers' policy initiatives, in particular the 2015 training package reforms
		Yes	The draft components reviewed comply with the Training Package Products Policy and the Ministers' TP reform initiatives. Evidence of compliance:
			• **Coding and titling –**: The training package, qualifications and units of competency comply with this policy. New units have been coded to ensure numbering in each field of units is sequential.
			• **Foundation Skills**, which are not explicit in the unit of competency, are identified in a table and described against the Australian Core Skills Framework and the Core Skills for Work Framework in each unit.
			• **Imported units** – Current codes for imported units listed in ACM qualifications have been checked and updated. A full listing of imported units is included in the Companion Volume Implementation Guide.
			• **Mapping** - the mapping tables found in the Companion Volume Implementation Guide for the ACM qualifications and units of competency include equivalence status of the endorsed components.
			• **Qualifications**
			  ○ there are **entry requirements** for two qualifications - the Certificate IV and the Diploma of Veterinary Nursing. Stakeholder concern regarding the entry requirements for the Certificate IV in Veterinary Nursing has been noted and a rationale for the entry requirements explained in the Case for Endorsement
			  ○ **packaging rules** are clear and practical and allow for packaging for a range of job roles relating to work within the ACM sectors – the prerequisite units are listed in the qualification

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
			○ **pathway advice** is included in the Companion Volume Implementation Guide • **Skill Sets –**six skill sets are included with ACM components submitted for review.
Reflect contemporary work organisation and job profiles incorporating a future orientation	• Open and inclusive consultation and validation commensurate with scope and impact has been conducted	Yes	The ACM Animal Care and Management Training Package reflects contemporary work organisation and job profiles. National consultation is discussed in The Case for Endorsement, which describes the following: • a Training Advisory Committee (TAC) for the veterinary nursing project and an equine dental expert committee for the review of the equine dentistry units • eight public national consultation workshops for the Veterinary Nursing project • website project updates • online feedback on draft training package components at various stages throughout the projects, and for validation at the end of the development stage.

2. Support portability of skills and competencies including reflecting licensing and regulatory requirements

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support movement of skills within and across organisations and sectors	Packaging rules, qualifications framework, and pathways support movement within and across sectors Identification of skill sets that respond to client needs	Yes	• All qualifications submitted for this review include elective choices, except for ACM30517 Certificate III in Farriery which is considered a traditional trade and is exempt from this requirement. • Many qualifications allow the choice of electives from different groupings of elective units providing an opportunity to contextualise qualifications to meet specific context and/or employer needs. Six Skill Sets have been identified. • The entry level issue with the veterinary nursing qualifications has been revised to an acceptable level and the completion of work placement hours has been revised from 800 hours to 240 hours.
Promote national and international portability	Other national and international standards for skills are considered	Yes	• The latest industry practices have been incorporated in the review. The veterinary nursing and the equine dentistry qualifications support national and international veterinary practices, such as: access and exposure to an extensive range of specialised surgical procedures. The ACM transitioning project did not entail extensive industry consultation but national and international portability was considered.

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Reflect regulatory requirements and licensing	Solutions to incorporate licensing and regulatory requirements are brokered and there is clear evidence of support from licensing and industry regulatory bodies	Yes	• Licensing statements are included in units of competency, where relevant. For example, the veterinary nursing units of competency, includes the following statement: "*Legislative and regulatory requirements apply to veterinary nurses but vary according to state/territory jurisdictions. Users must check with the relevant regulatory authority before delivery*". • Where no occupational and licensing requirements apply to the ACM Animal Care and Management Training Package the following statement is used: "No occupational licensing, legislative or certification requirements apply to this unit at the time of publication". • There is detailed information about current legislative requirements in the companion volumes. Specific information is kept in companion volumes so that it can be quickly updated when required.

3. Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Reflect national consensus	• Active engagement across industry has sought to achieve a national consensus about the advice being provided to the AISC.	Yes	• Skills Impact conducted thorough industry consultation and every effort was made to seek consensus on conflicting issues. Skills Impact canvassed additional views from employers on Veterinary Nursing and Equine Dentistry issues.
Recognise convergence and connectivity of skills	• Best use is made of cross-industry and work and participation bank units	Yes	• The elective pool for the ACM qualifications is extensive and elective units can also be sourced from other TPs or accredited courses in all qualifications except ACM30517 Certificate III in Farriery which is considered a traditional trade and is exempt from this requirement. • Most ACM qualifications allow the choice of electives from different groupings of elective units providing an opportunity to contextualise qualifications to meet specific context and/or employer needs.

4. Be flexible to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Meet the diversity of individual and employer needs	• Provide flexible qualifications that enable application in different contexts	Yes	• The qualifications meet the diversity requirements. The 240 hour work placement in both qualifications is justified and explained in the Case for Endorsement. Reports by exception and the narrative provided indicated that the process involved considerable negotiation and compromise with key stakeholders.
Support equitable access and progression of learners	• Provide multiple entry and exit points • Pre-requisite units of competency are used only when required	Yes	All qualifications allow direct entry except for the Certificate IV and Diploma of Veterinary Nursing. The Certificate IV requires: • ACM20110 Certificate II in Animal Studies (or later version of this qualification), or higher AQF level qualification that involves direct work with animals or suitable experience in an animal care environment. The Diploma requires: • ACM40412 Certificate IV in Veterinary Nursing or later version of this qualification and/or • Two years of full time work as a qualified veterinary nurse. The entry requirements to the Certificate IV and Diploma of Veterinary Nursing have undergone detailed consultation documented in the Case for Endorsement. The final position indicates a compromise position that will have reduced barriers for those wishing to enrol in the qualifications from the position originally adopted by key stakeholders. Skill sets have been developed which provide entry and exit points to multiple ACM qualifications.

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
			Ten units contain pre requisite units some involving a chain of pre requisites. They include: • 4 units involving horses/equines which address safety when interacting with horses • 5 units covering specialist grooming skills (these are equivalent units to existing endorsed units) • 1 unit covering specialist vet nursing skills with foals The prerequisites, with a focus on safety working with animals, appear to be justified and do not impact on the flexibility of the qualifications in which they are included.

5. Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support learner transition between education sectors	• Provide pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications	Yes	The Companion Volume Implementation Guide specifies: • 16 qualifications suitable for apprenticeship/traineeship pathways to work • 2 qualifications at Certificate II potentially suitable for delivery to secondary students subject to State/Territory Training Authority advice; and • 9 qualifications at Certificates II and III potentially suitable for delivery to secondary students subject to STA advice • No qualification is specified for progression to higher education

6. Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support implementation across a range of settings	• Industry advice about delivery is provided via a Companion Volume Implementation Guide ready for publication at the same time as the Training Package	Yes	Two separate Companion Volumes – User Guides have been developed: • User Guide: Veterinary Nursing supports the Certificate IV and Diploma in Veterinary Nursing, particularly the work placement requirements. It is suggested that information about the entry requirements for both qualifications be included in this User Guide • User Guide: Equine Dentistry supports the Certificate IV in Equine Dentistry.
Support sound assessment practice	• Units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth	Yes	• The units or competency are clearly written. Some PCs would benefit from the addition of qualitative statements to ensure they are written as standards. • The assessment requirements are generally clearly written and generally map well to the PCs.

Key features	Examples of evidence	Met: Yes / No	Comments/ other evidence demonstrated Provide brief commentary on how the draft endorsed components meet the Quality Principles with specific reference to the evidence provided, including any evidence provided by the Equity and Editorial Reports
Support implementation	• Compliance with the TGA/National Register requirements for publication • Implementation advice is provided in a Companion Volume Implementation Guide that is ready for publication at the same time as the Training Package	Yes	The Companion Volume Implementation Guide provides advice on: • Pathways – it includes pathways from secondary school, apprenticeships/ traineeships and movement into and between qualifications • Access and equity – is described and addressed with advice on reasonable adjustments for learners with disabilities • Foundation skills – are presented clearly outlining the: o *Australian Core Skills Framework* (ACSF) to identify learning, language, literacy and numeracy (LLN) skills; and the o *Core Skills for Work Developmental Framework* (CSfW) to identify employability skills.

Appendix 5: Editorial and Equity Reports (Updated Qualifications Only)

Editorial Report

1. **Cover page**	
Information required	**Detail**
Training Package title and code	Animal Care and Management Training Package, Version 2.0 VET Nursing qualifications
Number of new qualifications and their titles	-
Number of revised qualifications and their titles	**2 reviewed qualifications**: • ACM40418 Certificate IV in Veterinary Nursing • ACM50218 Diploma of Veterinary Nursing
Number of new units of competency and their titles	-
Number of revised units of competency and their titles	-
Confirmation that the draft training package components are publication-ready	**Yes** - draft training package components are publication-ready.
Is the Editorial Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide a name.	Yes – Anna Henderson
Date of completion of the report	14th September 2018

2. Content and structure

Units of competency

Editorial requirements	Comments
Standard 5: • The structure of units of competency complies with the unit of competency template.	N/A
Standard 7: • The structure of assessment requirements complies with the assessment requirements template.	N/A

Qualifications

Editorial requirements	Comments by the editor
Standard 9: • The structure of the information for qualifications complies with the qualification template.	It is this panellist's opinion that the editorial requirement relating to Standard 9 has been met. The structure of the qualifications has clear packaging rules and entry requirements and groups of elective units that enable packaging to achieve flexibility within the veterinary nursing industry. Re the entry requirements, completion of both qualifications in this submission require at least 240 hours of work as detailed in the Assessment Requirements of the relevant units of competency within the qualifications. It is understood that this is an industry requirement to maintain high standards in veterinary practice.
Standard 10: • Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template.	It is this panellist's opinion that the editorial requirement relating to Standard 10 has been met. The Animal Care and Management Training Package CVIG, Version 2.0 provides information that no national credit arrangements exist at this time.

Companion Volumes

Editorial requirements	Comments by the editor
Standard 11: • A quality assured companion volume implementation guide is available and complies with the companion volume implementation guide template.	It is this panellist's opinion that the editorial requirement relating to Standard 11 has been met. The Training Package components in this submission are accompanied by the Animal Care and Management Training Package Companion Volume Implementation Guide, Version 2.0 and the Companion Volume User Guide Veterinary Nursing. These CVIG complies with the companion volume implementation guide template included in the 2012 Standards and has been quality assured in line with Skills Impact processes. The Veterinary Nursing User Guide provides specific useful implementation information.

3. Proofreading

Editorial requirements	Comments by the editor
• **Unit codes and titles** and **qualification codes and titles** are accurately cross-referenced throughout the training package product(s) including mapping information and packaging rules, and in the companion volume implementation guide.	The unit codes and titles have been proofread and cross-referenced throughout all documentation provided – qualifications, Case for Endorsement CVIG, User Guide. Skills Impact addressed a range of minor edits errors noted during the editorial review.
• Units of competency and their **content** are **presented in full**.	-
• The author of the Editorial Report is satisfied with the quality of the training products, specifically with regard to: o absence of spelling, grammatical and typing mistakes o consistency of language and formatting o logical structure and presentation of the document. o compliance with the required templates	I am satisfied with the quality of the training products with regard to the points listed opposite.

Equity Report

Section 1 – Cover page

Information required	Detail
Training Package title and code	Animal Care and Management Training Package, Version 2.0 Veterinary Nursing,
Number of new qualifications and their titles	-
Number of revised qualifications and their titles	**2 reviewed qualifications**: • ACM40418 Certificate IV in Veterinary Nursing • ACM50218 Diploma of Veterinary Nursing
Number of new units of competency and their titles	–
Number of revised units of competency and their titles	-
Confirmation that the draft training package components meet the requirements in Section 2 *Equity checklist of draft training package components*	Yes - draft training package components meet the requirements in Section 2 *Equity checklist of draft training package components*
Is the Equity Report prepared by a member of the Quality Assurance Panel? If 'yes' please provide the name.	Yes – Anna Henderson
Date of completion of the report	14th September 2018

Section 2 – Equity checklist of draft training package components

Equity requirements	Equity reviewer comments Provide brief commentary on whether the draft endorsed components meet each of the equity requirements
The training package component(s) comply with Standard 2 of the *Standards for Training Packages 2012*. The standard requires compliance with the *Training Package Products Policy*, specifically with the access and equity requirements: • Training Package developers must meet their obligations under Commonwealth anti-discrimination legislation and associated standards and regulations. • Training Package developers must ensure that Training Packages are flexible and that they provide guidance and recommendations to enable reasonable adjustments in implementation.	The 2 qualifications comply with Standard 2 of the *Standards for Training Packages*. • The ACM Animal Care and Management Training Package Companion Volume Implementation Guide (CVIG) Version 2.0 provides advice on access and equity considerations including reasonable adjustment for learners with disabilities (page 33). The ACM Animal Care Veterinary Nursing qualifications comply with legislation and support the progression of an individual through school and vocational education sectors, and information about progression is provided in the Implementation Guide. Entry requirements have been kept to a minimum - the 240 hours of work placement as detailed in the Assessment Requirements of the relevant units of competency are a requirement set by the veterinary industry to maintain standards. The Companion Volume User Guide Veterinary Nursing provides further and more specific advice about supervisory and entry requirement work placement issues.

Section 3 - Training Package Quality Principles

Quality Principle 4

Be **flexible** to meet the diversity of individual and employer needs, including the capacity to adapt to changing job roles and workplaces.

Key features

Do the units of competency meet the diversity of individual and employer needs and support equitable access and progression of learners?

What evidence demonstrates that the units of competency and their associated assessment requirements are clearly written and have consistent breadth and depth so that they support implementation across a range of settings?

Are there other examples that demonstrate how the key features of flexibility are being achieved?

Equity requirements	Equity reviewer comments
1. What evidence demonstrates that the draft components provide flexible qualifications/units of competency that enable application in different contexts?'	As discussed, both veterinary nursing qualifications have entry work placement entry requirements. The AISC considered the training package for endorsement on 21 March 2016. The AISC did not endorse the training package due to issues identified with the work placement requirements. An activity order was issued to complete the transitioning work, then a separate activity order was issued to review veterinary nursing components. Industry has now compromised from the original requirement of 400 hours work placement to 240. The structure of the qualifications was mandated by industry to meet industry standards. The nature of work requires familiarity and an affinity to animals.

Equity requirements	Equity reviewer comments
	Flexible pathways apply to the Veterinary Nursing qualifications through the choice of elective units (including a minimum number of units that may be selected from another currently endorsed Training Package or accredited course). ACM40418 Certificate IV in Veterinary Nursing is the base qualification for a Veterinary Nurse. ACM50218 Diploma of Veterinary Nursing provides pathways to specialisations for Senior Veterinary Nurses.
2. Is there evidence of multiple entry and exit points?	Entry requirements for the veterinary nursing qualifications detail multiple entry requirements. The qualifications allow for progression to higher AQF qualifications.
3. Have prerequisite units of competency been minimised where possible?	The prerequisite requirements have been kept to a minimum. Units that entail handling horses have prerequisites for safety reasons.
4. Are there other examples of evidence that demonstrate how the key features of the flexibility principle are being achieved?	ACM50218 Diploma of Veterinary Nursing provides pathways to specialisations for Senior Veterinary Nurses, including surgical, dental, emergency and critical care and general practice.

Quality Principle 5

Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors.

Key features

Support learner transition between education sectors.

Equity requirements	Equity reviewer comments
1. What evidence demonstrates pathways from entry and preparatory level as appropriate to facilitate movement between schools and VET, from entry level into work, and between VET and higher education qualifications?	The ACM CVIG, Version 2.0 provides clear information on pathways (pages 24-30), including Veterinary Nursing pathways. The Companion Volume User Guide, Veterinary Nursing provides specific information on opportunities, challenges and work placements. There are currently no formal, national credit arrangements for ACM qualifications and higher education qualifications.

Quality Principle 6

Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements.

Key features

Support implementation across a range of settings and support sound assessment practice~~s~~.

Equity requirements	Equity reviewer comments
1. Does the Companion Volume Implementation Guide include advice about: • Pathways • Access and equity • Foundation skills? (see Training Package Standard 11)	Yes - The Companion Volume Implementation Guide provides advice on: • Pathways (pages 24-30) – it includes a pathway chart and advice for ACM pathways, including veterinary nursing • Access and equity– is described and addressed with advice on reasonable adjustments for learners with disabilities (page 33) • Foundation skills – explanation about Australian Core Skills Framework (ACSF) and Employability Skills and language, literacy and numeracy (LLN) skill (pages 34-35).
2. Are the foundation skills explicit and recognisable within the training package and do they reflect and not exceed the foundation skills required in the workplace?	Yes – Foundation skills which are not explicit in the unit of competency, are identified in a table and described against the ACSF and Employability Skills and language, LLN skill.

Appendix 6: Quality Assurance Report (Updated Qualifications Only)

Quality Report Template

Section 1 – Cover page

Information required	Detail
Training Package title and code	**ACM Animal Care and Management Training Package Version 2.0 – Veterinary Qualifications**
Number of new qualifications and their titles[1]	Not applicable
Number of revised qualifications and their titles	2 revised qualifications only have been reviewed for this report: • ACM40418 Certificate IV in Veterinary Nursing • ACM50218 Diploma of Veterinary Nursing
Number of new units of competency and their titles	Not applicable
Number of revised units of competency and their titles	Not applicable
Confirmation that the panel member is independent of: • the Training Package or Training Package components review ('Yes' or 'No') • development and/or validation activities associated with the Case for Endorsement ('Yes' or 'No') • undertaking the Equity and/or Editorial Reports for the training package products that are the subject of this quality report ('Yes' or 'No')	I confirm that I am independent of: • the Training Package or Training Package components review • development and/or validation activities associated with the Case for Endorsement • equity and editorial review for the updated veterinary qualifications.
Confirmation of the Training Packages or components thereof being compliant with the *Standards for Training Packages 2012*	Yes - the two ACM veterinary nursing qualifications within the *ACM Animal Care and Management Training Package Release 2.0* reviewed in this report are compliant with the *Standards for Training Packages 2012*
Confirmation of the Training Packages or components thereof being compliant with the *Training Package Products Policy*	Yes - the two ACM veterinary nursing qualifications within the *ACM Animal Care and Management Training Package Release 2.0* reviewed in this report comply with the *Training Package Products Policy.*
Confirmation of the Training Packages or components thereof being compliant with the *Training Package Development and Endorsement Process Policy*	Yes - the two ACM veterinary nursing qualifications within the *ACM Animal Care and Management Training Package Release 2.0* reviewed in this report comply with the *Training Package Development and Endorsement Process Policy.*

[1] When the number of training products is high the t*itles can be presented as an attached list.*

Training Package Quality Assurance

Information required	Detail
Panel member's view about whether: • the evidence of consultation and validation process being fit for purpose and commensurate with the scope • estimated impact of the proposed changes is sufficient and convincing	Yes – Skills Impact, responding to advice from the AISC and working with the Animal Care and Management IRC, has: • reviewed the issues and modified the wording relating to the entry requirements for the two revised veterinary nursing qualifications • undertaken further industry consultation to resolve issues and seek stakeholder agreement for the revised wording of the entry requirements in the qualifications.
Name of panel member completing Quality Report	**Sue Hamilton** **Focus on Skills Pty Ltd**
Date of completion of the Quality Report	**17 September 2018**

Section 2 – Compliance with the Standards for Training Packages 2012

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 1 Training Packages consist of the following: 1. AISC endorsed components: • qualifications • units of competency • assessment requirements (associated with each unit of competency) • credit arrangements 2. One or more quality assured companion volumes	***Yes***	The two veterinary nursing qualifications within the *ACM Animal Care and Management Training Package Release 2.0* meet Standard 1. The components submitted for review include: • ACM40418 Certificate IV in Veterinary Nursing • ACM50218 Diploma of Veterinary Nursing • updated and quality assured Companion Volume Implementation Guide – Release 2.0 (ACM CVIG) that provides additional information on entry requirements for both qualifications • credit arrangements – the ACM CVIG states there are no national credit arrangements for the two veterinary nursing qualifications An additional companion volume (*User Guide Veterinary Nursing)* has also been developed and updated to support the implementation of the veterinary qualifications.

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 2 Training Package developers comply with the *Training Package Products Policy*	***Yes***	The revised veterinary nursing qualifications are **coded** appropriately with Training Package, AQF level, sequence and year of release identifiers. The **qualification mapping** indicates there are no equivalent qualifications. Qualifications pathway advice is provided in the ACM CVIG (p 28). The qualifications are clearly described and packaged with industry stakeholder agreement on coverage of skills appropriate for the job role. **Entry requirements** - there are entry requirements for both qualifications. Detailed discussion of issues relating to the entry requirements is included in the CfE. The revised *Certificate IV* has had an entry requirement added to the qualification and the Diploma has had a work experience requirement added. Skills Impact has worked with stakeholders to revise and broaden the wording of the entry requirements in both qualifications to address key equity and access concerns. Refer to The **qualification packaging** rules are clearly expressed and allow for the selection of units to address a range of typical jobs within the veterinary nursing sector. The Diploma qualification allows the selection of electives for four specialisations. **Prerequisite units** are included within the qualifications. **Qualifications pathways advice** for both qualifications is included in the ACM CVIG (p25-28).

Training Package Quality Assurance

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 3 Training Package developers comply with the AISC *Training Package Development and Endorsement Process Policy*	***Yes***	The CfE (p8-10) provides an overview of the industry engagement and consultation process undertaken in the veterinary nursing project, including: • formation of a Technical Advisory Committee (TAC) • ongoing communications via the Skills Impact website and other channels • employer surveys • meetings with subject matter experts • meetings with industry associations and interest groups. The issues and conflicting views raised during the project were documented in the previous CfE. Skills Impact undertook, on request of the AISC, additional consultation on the entry requirements for the veterinary qualifications. The process followed indicates that Skills Impact has conducted open and inclusive consultation and validation to reach a consensus on contentious issues raised during the project, particularly those relating to qualification entry requirements.
Standard 4 Units of competency specify the standards of performance required in the workplace	***NA***	Not applicable – units not reviewed
Standard 5 The structure of units of competency complies with the unit of competency template	***NA***	Not applicable – units not reviewed
Standard 6 Assessment requirements specify the evidence and required conditions for assessment	***NA***	Not applicable – units not reviewed
Standard 7 Every unit of competency has associated assessment requirements. The structure of assessment requirements complies with the assessment requirements template	***NA***	Not applicable – units not reviewed

Standards for Training Packages	Standard met 'yes' or 'no'	Evidence supporting the statement of compliance or noncompliance (including evidence from equity and editorial reports)
Standard 8 Qualifications comply with the Australian Qualifications Framework specification for that qualification type	***Yes***	The revised Certificate IV in Veterinary Nursing and Diploma of Veterinary Nursing comply with Standard 8. The ACM CVIG (p 20) provides a table aligning AQF qualifications to occupational outcomes. A description of the relative complexity and/or depth of technical skills and knowledge and the autonomy required to demonstrate achievement is included for AQF 4 and 5 level qualifications covering both the veterinary nursing qualifications.
Standard 9 The structure of the information for the Australian Qualifications Framework qualification complies with the qualification template	***Yes***	The draft veterinary nursing qualifications comply with the qualification template.
Standard 10 Credit arrangements existing between Training Package qualifications and Higher Education qualifications are listed in a format that complies with the credit arrangements template	***Yes***	The ACM CVIG (p13) states that no national credit arrangements exist for either qualification.
Standard 11 A quality assured companion volume implementation guide produced by the Training Package developer is available at the time of endorsement and complies with the companion volume implementation guide template.	***Yes***	The *ACM Animal Care and Management Companion Volume Implementation Guide – Release 2.0* was provided for the quality review. It has been quality assured in line with the Skills Impact SSO internal procedures and via the editorial and equity processes. The ACM CVIG covers several industry sectors and qualifications. It has been updated to include additional information on entry requirements for the two veterinary nursing qualifications. It complies with the Companion Volume Implementation Guide template from the *Standards for Training Packages 2012*.
Standard 12 Training Package developers produce other quality assured companion volumes to meet the needs of their stakeholders as required.	***Yes***	An additional ACM Companion Volume, *User Guide: Veterinary Nursing*, has also been developed and updated to support the implementation of the two qualifications.

Section 3 – Compliance with the training package quality principles

Note: *not all training package quality principles might be applicable to every training package or its components. Please provide a supporting statement/evidence of compliance or non-compliance against each principle.*

Quality principle 1. Reflect identified workforce outcomes

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance/non compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Driven by industry's needs	***Yes***	The CfE clearly outlines the requirements of the Activity Order, the work undertaken to submit components for endorsement and additional follow-up requested by the AISC to resolve issues relating to the entry requirements for both veterinary nursing qualifications. Information, outlining key consultation and validation processes, is provided in the Case for Endorsement (CfE p8-9). The CfE lists stakeholders and organisations who contributed to the project and details of the feedback and issues raised indicating that there was a high level of industry engagement. The CfE also documents the process Skill Impact undertook to manage conflicting views relating to entry requirements for the veterinary nursing qualifications. There have been strong views expressed by individual stakeholders and by four key stakeholder groups, namely: • Australian Veterinarian Association (AVA) • Veterinary Nurses Council of Australia Inc. (VNCA) • National Industry Advisory Group for Veterinary Nurses (NIAG) • Victorian State Training Authority (STA). The revised CfE indicates that industry is in agreement with the revised entry requirements for both qualifications. However, the Victorian STA has provided strong arguments against the entry requirements articulated in the *Reports by Exception* section of the CfE (p10-13).
Compliant and responds to government policy initiatives Training package component responds to the COAG Industry and Skills Council's (CISC) training package-related initiatives or directions, in particular the 2015 training package reforms. Please specify which of the following CISC reforms are relevant to the training product and identify supporting evidence:	***Yes***	The CfE provides evidence that the work undertaken to review the veterinary nursing qualifications within this submission has: • reviewed and updated two qualifications to meet industry needs • reduced the number of diploma qualifications from four to one • removed one unit of competency that industry has deemed to be obsolete • added information in the ACM CVIG about industry's expectations of training delivery for veterinary nursing, including information on work placement and entry requirements.

• ensure obsolete and superfluous qualifications are removed from the system • ensure that more information about industry's expectations of training delivery is available to training providers to improve their delivery and to consumers to enable more informed course choices • ensure that the training system better supports individuals to move easily from one related occupation to another • improve the efficiency of the training system by creating units that can be owned and used by multiple industry sectors • foster greater recognition of skill sets		
Reflect contemporary work organisation and job profiles incorporating a future orientation	***Yes***	The CfE provides evidence that changes undertaken to core units, packaging rules, entry requirements and work placement hours in the two qualifications reflects industry views of contemporary work organisation and job roles for veterinary nurses.

Quality principle 2: Support portability of skills and competencies including reflecting licensing and regulatory requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Support movement of skills within and across organisations and sectors	***Yes***	The two veterinary nursing qualifications use ACMVET coded units of competency, other ACM units from related sectors and imported units, which enables recognition and transferability of skills across different sectors. The packaging rules for each qualification are clearly specified. The packaging rules for the Diploma allows for four specialisations relevant to senior veterinary nursing roles. The prerequisite units are listed within the qualifications. The inclusion of entry requirements has been a contentious issue for the industry seen by some as necessary to undertake and succeed in the qualification and viewed by others as an unnecessary barrier with required skills covered sufficiently within the qualification units and structure. Skills Impact have endeavoured to make the entry requirements as flexible as possible to limit barriers to entry and mobility between the two qualifications.
Promote national and international portability	**Yes**	The CfE states that Australian and international standards for skills were considered in the development work to promote national portability (p20).
Reflect regulatory requirements and licensing	**N/A**	No licensing or certification requirements exist for the Certificate IV in Veterinary Nursing or the Diploma of Veterinary Nursing at the time of publication.

Quality principle 3: Reflect national agreement about the core transferable skills and core job-specific skills required for job roles as identified by industry

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Reflect national consensus	***Yes***	The CfE outlines the national consultation and validation processes and participants involved. Letters of support from key industry associations and the *Animal Care and Management IRC* are included to support the submission and the revisions to the entry requirements to both veterinary nursing qualifications (see Appendix 3). The Reports by exception section includes a detailed argument against the inclusion of entry requirements provided by a key stakeholder (Victorian STA).
Recognise convergence and connectivity of skills	***Yes***	The two veterinary nursing qualifications use existing ACM units of competency and include units imported from three other Training Packages (BSB, HLT and TAE) ensuring use is made of cross-industry units of competency.

Quality principle 4: Be flexible to meet the diversity of individual and employer needs including the capacity to adapt to changing job roles and workplaces

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Meet the diversity of individual and employer needs	***Yes***	The packaging rules for both qualifications allow for the selection of a range of electives, providing options to suit different work environments. This is particularly evident in the Diploma of Veterinary Nursing which allows for specialisations across four areas. The ACM CVIG provides information on occupational outcomes relevant to veterinary nursing.

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Support equitable access and progression of learners	***Yes***	Exploration of the inclusion of entry requirements to the veterinary qualifications to meet industry requirements was part of the original AISC work order. The issue of equitable access and progression of learners in relation to qualification entry requirements has been documented in the CfE as a contentious issue for stakeholders. Skills Impact undertook additional consultation with stakeholders about this issue in August/September 2018. The letters of support (listed in Appendix 3) indicate that agreement has been reached with many industry stakeholders relating to the revised wording in both qualifications. The independent Equity report has not raised issues relating to Principle 4. However, feedback from the Victorian STA does not support the revised entry requirements for the qualifications (refer to the Reports by Exception CfE p10) citing additional barriers imposed on learners. More detailed information on entry requirements in the ACM CVIG and the User Guide: Veterinary Nursing may address some of the concerns raised by the Victorian STA and provide greater support to RTOs delivering both qualifications.

Quality principle 5: Facilitate recognition of an individual's skills and knowledge and support movement between the school, vocational education and higher education sectors

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Support learner transition between education sectors	***Yes***	The ACM CVIG (p21-24) and the *User Guide: Veterinary Nursing* provide information on occupational outcomes and career pathways relevant to veterinary nursing and ACM industry sectors.

Quality principle 6: Support interpretation by training providers and others through the use of simple, concise language and clear articulation of assessment requirements

Key features	Quality principle is met: Yes / No or N/A	Evidence demonstrating compliance with the quality principle Please see examples of evidence in the *Training Package Development and Endorsement Process Policy*
Support implementation across a range of settings	***Yes***	Industry advice about delivery is provided via the ACM CVIG and the *User Guide: Veterinary Nursing*, which are ready for publication at the same time as the Training Package.
Support sound assessment practice	***NA***	Units of competency were not reviewed. The ACM CVIG provides general information and advice about conducting assessments.
Support implementation	***Yes***	Skills Impact has developed and updated an additional *User Guide: Veterinary Nursing*, which will be ready for publication at the same time as the Training Package.