Victorian Purchasing Guide

MSL Laboratory Operations Training Package

Release 3.2

**December 2021**

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Victorian Purchasing Guide - Release History

Note: RTOs should refer to the [National Register](https://training.gov.au/Home/Tga) for the detail of changes in each Release.

| Training Package Release | Date VPG Approved | Comments |
| --- | --- | --- |
| Release 3.2 | December 2021 | The MSL Laboratory Operations Training Package Minor Release 3.2 reflects the reinstatement of the following unit in MSL50118 Diploma of Laboratory Technology. This unit was previously deleted as part of MSL Release 3.1 listed below:   * MSL975043 Prepare animal and plant material for display   For detailed mapping of qualifications and units between MSL Release 3.2 and MSL Release 3.1 please refer to the MSL [Companion Volume](https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa) Implementation Guide. |
| Release 3.1 | 28 May 2021 | The MSL Laboratory Operations Training Package minor Release 3.1 reflects the deletion of training products with low or no enrolments, as instructed by the Commonwealth Skills Minister and authorised by the AISC Communiques issued on 2 December 2020 and 23 February 2021.  The following (8) units have been deleted:   * MSL905006 Create or modify automated calibration procedures * MSL955002 Supervise a robotic sample preparation system * MSL974024 Undertake field-based, remote-sensing monitoring * MSL974027 Monitor performance of structures * MSL975043 Prepare animal and plant material for display * MSL975053 Perform complex laboratory testing of forensic samples * MSL975054 Perform physical examination of forensic samples * MSL976004 Prepare plans and quality assurance procedures for environmental field activities   For detailed mapping of qualifications and units between MSL Release 3.1 and MSL Release 3.0 please refer to the MSL [Companion Volume](https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa) Implementation Guide. |
| Release 3.0 | 15 July 2020 | This amended Victorian Purchasing Guide V3.1 for MSL Laboratory Operations Training Package Release 3.0 reflects an increase in the nominal hours from 40 to 80 for the following unit:   * MSL974030 Process body fluid specimens using a point of care testing device. |
| Release 3.0 | 1 June 2020 | Release 3.0 of the MSL Laboratory Operations Training Package incorporates the addition of the following new elective unit of competency to the MSL40118 Certificate IV in Laboratory Techniques and MSL50118 Diploma of Laboratory Technology, with both remaining equivalent:   * MSL974030 Process body fluid specimens using a point of care testing device. |
| Release 2.0 | 7 September 2018 | Release 2.0 of the MSL Laboratory Operations Training Package incorporates changes to the MSL40118 Certificate IV in Laboratory Techniques and MSL50118 Diploma of Laboratory Technology; in particular, new entry requirements to the Diploma.  The codes for the remaining three qualifications in this release have been updated but the qualifications remain equivalent.  There are two new units, a new merged unit and while the majority of existing units are equivalent, they have been updated and recoded: The new and merged units are:   * MSL954003 Relate anatomical and physiological features to laboratory samples * MSL975028 Apply advanced embedding and microtomy skills * MSL974016 Perform physical and mechanical tests (formerly MSL974005 and MSL974010) |
| Release 1.0 | 24 April 2016 | The MSL Laboratory Operations Training Package reflects the transitioning of the MSL09 Laboratory Operations Training Package to the new Standards for Training Packages.  This Victorian Purchasing Guide also reflects the changes made from Maximum Nominal Hours to Maximum and Minimum Payable Hours. |

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# Introduction

## What is a Victorian Purchasing Guide?

The Victorian Purchasing Guide provides information for use by Registered Training Organisations (RTOs) in the provision of Victorian government subsidised training.

Specifically, the Victorian Purchasing Guide provides the following information related to the delivery of nationally endorsed Training Packages in Victoria:

* The maximum and minimum payable hours available for each qualification.
* Nominal hours for each unit of competency within the Training Package.

## Registration

RTOs must be registered by either the Victorian Registration and Qualifications Authority (VRQA) or the Australian Skills Qualification Authority (ASQA) regulatory body to be eligible to issue qualifications and Statements of Attainment under the Australian Qualifications Framework (AQF).

The VRQA is the regulatory authority in Victoria responsible for the registration of Vocational Education and Training (VET) providers who offer courses to domestic students in Victoria only.

ASQA is the regulatory authority responsible for the registration of VET providers who offer training in Victoria, nationally and / or internationally.

## Transition

The relationship between new units and any superseded or replaced units from the previous version of MSL Laboratory Operations Training Package Release 3.2 is provided in theTraining PackageCompanionVolume Implementation Guide. (See [VETNet.gov.au](https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5c63a03b-4a6b-4ae5-9560-1e3c5f462baa) for more information).

Information regarding transition arrangements can be obtained from the state or national VET Regulatory Authority (see Contacts and Links section).

RTOs must ensure that all training and assessment leading to issuance of qualifications or Statements of Attainment from the MSL Laboratory Operations Training Package Release 3.2 is conducted against the Training Package units of competency and complies with the assessment requirements.

# Qualifications

| Code | Title | Minimum Payable Hours | Maximum Payable Hours |
| --- | --- | --- | --- |
| MSL20118 | Certificate II in Sampling and Measurement | 314 | 330 |
| MSL30118 | Certificate III in Laboratory Skills | 684 | 720 |
| MSL40118 | Certificate IV in Laboratory Techniques | 1264 | 1330 |
| MSL50118 | Diploma of Laboratory Technology | 1463 | 1540 |
| MSL60118 | Advanced Diploma of Laboratory Operations | 627 | 660 |

# Units of Competency and Nominal Hours

| Unit Code | Unit Title | Nominal Hours |
| --- | --- | --- |
| MSL904002 | Perform standard calibrations | 50 |
| MSL905004 | Perform non-standard calibrations | 60 |
| MSL905005 | Create or modify calibration procedures | 40 |
| MSL912001 | Work within a laboratory or field workplace (induction) | 40 |
| MSL913003 | Communicate with other people | 40 |
| MSL913004 | Plan and conduct laboratory/field work | 40 |
| MSL914002 | Prepare practical science classes and demonstrations | 60 |
| MSL915003 | Provide information to customers | 30 |
| MSL915004 | Schedule laboratory work for a small team | 50 |
| MSL916006 | Develop and maintain laboratory documentation | 30 |
| MSL916007 | Manage and develop teams | 40 |
| MSL916008 | Supervise laboratory operations in work or functional area | 60 |
| MSL916009 | Maintain registration and statutory or legal compliance in work or functional area | 50 |
| MSL916010 | Manage complex projects | 50 |
| MSL922001 | Record and present data | 40 |
| MSL924003 | Process and interpret data | 70 |
| MSL924004 | Use laboratory application software | 60 |
| MSL925003 | Determine measurements of uncertainty | 60 |
| MSL925004 | Analyse data and report results | 80 |
| MSL933005 | Maintain the laboratory/field workplace fit for purpose | 30 |
| MSL933006 | Contribute to the achievement of quality objectives | 30 |
| MSL933007 | Apply critical control point requirements | 40 |
| MSL933008 | Perform calibration checks on equipment and assist with its maintenance | 40 |
| MSL934004 | Maintain and calibrate instruments and equipment | 60 |
| MSL934005 | Contribute to the ongoing development of HACCP plans | 60 |
| MSL934006 | Apply quality system and continuous improvement processes | 80 |
| MSL934007 | Maintain and control stocks | 50 |
| MSL935005 | Authorise the issue of test results | 60 |
| MSL935006 | Assist in the maintenance of reference materials | 30 |
| MSL935007 | Monitor the quality of test results and data | 40 |
| MSL936003 | Maintain quality system and continuous improvement processes within work or functional area | 50 |
| MSL936004 | Conduct an internal audit of the quality system | 40 |
| MSL943003 | Work safely with instruments that emit ionising radiation | 60 |
| MSL943004 | Participate in laboratory or field workplace safety | 40 |
| MSL944002 | Maintain laboratory or field workplace safety | 50 |
| MSL946002 | Implement and monitor WHS and environmental management systems | 60 |
| MSL952001 | Collect routine site samples | 30 |
| MSL952002 | Handle and transport samples or equipment | 30 |
| MSL953003 | Receive and prepare samples for testing | 30 |
| MSL953004 | Operate a robotic sample preparation system | 60 |
| MSL954003 | Relate anatomical and physiological features to laboratory samples | 100 |
| MSL954004 | Obtain representative samples in accordance with sampling plan | 40 |
| MSL954005 | Prepare mineral samples for analysis | 60 |
| MSL972001 | Conduct routine site measurements | 30 |
| MSL973013 | Perform basic tests | 60 |
| MSL973014 | Prepare working solutions | 50 |
| MSL973015 | Prepare culture media | 30 |
| MSL973016 | Perform aseptic techniques | 40 |
| MSL973017 | Assist with fieldwork | 40 |
| MSL973018 | Prepare trial batches for evaluation | 40 |
| MSL973019 | Perform microscopic examination | 40 |
| MSL973020 | Perform histological procedures | 40 |
| MSL973021 | Conduct field-based acceptance tests for construction materials | 60 |
| MSL973022 | Conduct laboratory-based acceptance tests for construction materials | 50 |
| MSL973023 | Perform fire pouring techniques | 50 |
| MSL973024 | Perform site investigation activities | 40 |
| MSL974016 | Perform physical and mechanical tests | 140 |
| MSL974017 | Prepare, standardise and use solutions | 100 |
| MSL974018 | Conduct geotechnical site investigations | 60 |
| MSL974019 | Perform chemical tests and procedures | 100 |
| MSL974020 | Perform food tests | 100 |
| MSL974021 | Perform biological procedures | 130 |
| MSL974022 | Undertake environmental field-based monitoring | 80 |
| MSL974023 | Capture and manage scientific images | 40 |
| MSL974025 | Prepare tissue and cell cultures | 50 |
| MSL974026 | Perform tests to determine the properties of construction materials | 90 |
| MSL974028 | Classify soils | 80 |
| MSL974029 | Operate an automated mineral analysis system | 60 |
| MSL974030 | Process body fluid specimens using a point of care testing device | 80 |
| MSL975028 | Apply advanced embedding and microtomy skills | 150 |
| MSL975029 | Perform histological tests | 200 |
| MSL975030 | Perform immunohaematological tests | 80 |
| MSL975031 | Supervise sampling, inspections and testing at construction sites | 80 |
| MSL975032 | Provide input to production trials | 40 |
| MSL975033 | Perform tissue and cell culture techniques | 100 |
| MSL975034 | Perform molecular biology tests and procedures | 150 |
| MSL975035 | Perform microbiological tests | 140 |
| MSL975036 | Perform haematological tests | 130 |
| MSL975037 | Perform chemical pathology tests | 130 |
| MSL975038 | Conduct sensory analysis | 40 |
| MSL975039 | Apply electrophoretic techniques | 100 |
| MSL975040 | Apply routine chromatographic techniques | 120 |
| MSL975041 | Perform fire assay techniques | 60 |
| MSL975042 | Design and supervise complex environmental field surveys | 40 |
| MSL975043 | Prepare animal and plant material for display | 50 |
| MSL975044 | Perform complex tests to measure engineering properties of materials | 40 |
| MSL975045 | Perform laboratory-based ecological techniques | 60 |
| MSL975046 | Perform complex tests to measure chemical properties of materials | 50 |
| MSL975047 | Apply complex instrumental techniques | 50 |
| MSL975048 | Apply routine spectrometric techniques | 150 |
| MSL975049 | Apply routine electrometric techniques | 40 |
| MSL975050 | Perform food analyses | 60 |
| MSL975051 | Supervise geotechnical site investigations | 80 |
| MSL975052 | Locate, record and collect forensic samples | 90 |
| MSL975055 | Classify building sites | 80 |
| MSL976005 | Evaluate and select appropriate test methods and/or procedures | 40 |
| MSL977005 | Validate test methods | 40 |
| MSL977006 | Contribute to the development of products and applications | 50 |
| MSL977007 | Troubleshoot equipment and/or production processes | 50 |
| MSL977008 | Develop or adapt analyses and procedures | 50 |

# Contacts and Links

|  |  |  |
| --- | --- | --- |
| Curriculum Maintenance Manager (CMM) | | |
| General Manufacturing | The CMM Service is provided on behalf of Higher Education and Skills.  CMM Service Executive Officers can assist with questions on payable and nominal hours. | Paul Saunders  Chisholm Institute  PO Box 684, Dandenong Victoria 3175  (03) 9238 8448  Paul.saunders@chisholm.edu.au |
| Service Skills Organisation (SSO) | | |
| Innovation & Business Skills Australia (IBSA) | This SSO is responsible for developing the MSL Laboratory Operations Training Package and can be contacted for further information. | (03) 9815 7099  [manufacturing@ibsa.org.au](mailto:manufacturing@ibsa.org.au)  See IBSA.org.au for further information |
| National Register for VET in Australia | | |
| Training.gov.au (TGA) | TGA is the Australian government’s official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs. | See [training.gov.au](http://training.gov.au/) for more information. |
| Australian Government | | |
| Department of Education, Skills and Employment | The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training. | See [dese.gov.au](https://www.dese.gov.au/) for more information. |
| State Government | | |
| Department of Education and Training (DET) | DET is the State Training Authority responsible for supporting implementation of Vocational Education and Training (VET) in Victoria. | (03) 9637 2000  See [education.vic.gov.au](http://www.education.vic.gov.au/) for more information. |
| National VET Regulatory Authority | | |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector. | Info line: 1300 701 801  See [asqa.gov.au](http://www.asqa.gov.au/) for more information. |

|  |  |  |
| --- | --- | --- |
| Victorian State VET Regulatory Authority | | |
| Victorian Registration and Qualifications Authority (VRQA) | The VRQA is a statutory authority responsible for the registration and regulation of Victorian RTOs and for the regulation of apprenticeships and traineeships in Victoria. | (03) 9637 2806  See [vrqa.vic.gov.au](http://www.vrqa.vic.gov.au/) |
| Industry Regulatory Bodies | | |
| WorkSafe Victoria | The industry Regulatory body can provide advice on licensing, legislative or regulatory requirements which may impact on the delivery of training or the issuance of qualifications in this Training Package.  WorkSafe needs to provide written verification before high risk work units can be added to an RTO’s scope of registration. | 222 Exhibition Street,  Melbourne 3000  (03) 9641 1444 or  1800 136 089 (toll free)  [info@worksafe.vic.gov.au](mailto:info@worksafe.vic.gov.au)  See [worksafe.vic.gov.au](http://www.worksafe.vic.gov.au/) for further information. |

# Glossary

|  |  |
| --- | --- |
| **Code** | Nationally endorsed Training Package qualification code. |
| **Title** | Nationally endorsed Training Package qualification title. |
| **Unit Code** | Nationally endorsed Training Package unit code. |
| **Unit Title** | Nationally endorsed Training Package unit title. |
| **Maximum Payable Hours** | The maximum number of hours the Victorian Government will subsidise under Skills First funding for the achievement of the minimum realistic vocational outcome of the qualification, as determined by the qualification packaging rules.  The Maximum Payable Hours do not cover every possible combination of core and elective units available for a specific qualification.  Minimum payable hours reflect a calculated minimum number of hours that could deliver a minimum realistic vocational outcome, based on efficiencies of contextualisation and integration. |
| **Scope of Registration** | Scope of registration specifies the AQF qualifications and/or units of competency the training organisation is registered to issue and the industry training and/or assessment services it is registered to provide. |
| **Nominal Hours** | Nominal hours reflect the anticipated time taken to deliver and assess the outcomes of a unit of competency excluding unsupervised delivery or the time taken for repeated practical application of skills. Nominal hours are determined by the Victorian State Training Authority (DET) and are primarily developed for funding purposes in Victoria. |