Victorian Purchasing Guide

**ACM Animal Care and Management** Training Package

Release 5.0

**April 2022**

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Victorian Purchasing Guide - Release History

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

| Training Package Release | Date VPG Approved | Comments |
| --- | --- | --- |
| Release 5.0 | 5 April 2022 | This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 5.0:One (1) new qualification * ACM40921 Certificate IV in Equine Care

Five (5) revised qualifications related to horse care* ACM20221 Certificate II in Horse Care
* ACM30821 Certificate III in Horse Care
* ACM30921 Certificate III in Equine Hoof Care
* ACM50421 Diploma of Equine Management
* ACM50521 Diploma of Equine Allied Health

Units of competency* 9 new
* 41 revised
* 6 deleted
 |
| ACM Animal Care and Management Training PackageRelease No 4.0 | 1 June 2021 | This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 4 which includes:Seven (7) revised qualifications* ACM10121 Certificate I in Animal Care Industries Pathway
* ACM20121 Certificate II in Animal Care
* ACM30121 Certificate III in Animal Care Services
* ACM30321 Certificate III in Wildlife and Exhibited Animal Care
* ACM40121 Certificate IV in Animal Regulation and Management
* ACM40221 Certificate IV in Animal Facility Management
* ACM40321 Certificate IV in Animal Behaviour and Training

One deleted qualification* ACM40617 Certificate IV in Pet Styling

Units of competency* 18 new units of competency
* 68 revised units of competency
* 1 unit with a minor update

5 units have been deleted |
| ACM Animal Care and Management Training PackageRelease No 3.0 | 26 August 2020 | Nominal hours amendment to correct transcription error between ACM VPG V2 (April 4, 2019) and ACM VPG V3 (16 October 2019) for 19 ACMVET units and 3 ACMWHS units. No other changes have occurred. |
| ACM Animal Care and Management Training PackageRelease No 3.0 | 3 June 2020 | Nominal hours for the unit ACMFAR305 *Perform welding tasks using a forge* have been updated to correct an error. No other changes have occurred.  |
| ACM Animal Care and Management Training PackageRelease No 3.0 | 16 October 2019  | This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 3 which includes:Three (3) revised qualifications:* ACM30219 Certificate III in Animal Technology
* ACM50119 Diploma of Animal Technology
* ACM50219 Diploma of Veterinary Nursing

Three (3) superseded qualifications moved to the RGR Racing and Breeding Training Package:* ACM30717 Certificate III in Horse Breeding
* ACM40717 Certificate IV in Horse Breeding
* ACM50317 Diploma of Horse Stud Management

27 units of competency: * 20 New
* 7 revised

19 Horse Breeding units of competency moved to the RGR Racing and Breeding Training Package. |
| Animal Care and Management Training PackageRelease 2.0 | 4 April 2019 | This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 2 which includes:One new qualification:* ACM30918 Certificate III in Equine Hoof Care

Two revised qualifications:* ACM41418 Certificate IV in Veterinary Nursing
* ACM40818 Certificate IV in Farriery

Units of Competency:* 19 new units
* 36 revised
 |
| Animal Care and Management Training Package Release 1.0 | 24 April 2018 | This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 1 which includes:Five New Qualifications:* Certificate II in Horse Care
* Certificate III in Horse Breeding
* Certificate III in Performance Horse
* Diploma of Horse Stud Management
* Diploma of Performance Horse Management

One Revised Qualification:* Certificate IV Equine Dentistry

Units of Competency:* 50 new units

139 revised  |

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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 ACM Animal Care and Management Training Package Release 5.0is provided in theTraining PackageCompanionVolume Implementation Guide. (See [VETnet.gov.au](https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=9fc2cf53-e570-4e9f-ad6a-b228ffdb6875) for more information).

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

RTOs must ensure that all training and assessment leading to issuance of qualifications or Statements of Attainment from the ACM Animal Care and Management Training Package Release 5.0is conducted against the Training Package units of competency and complies with the assessment requirements.

# Qualifications

| Code | Title | Minimum Payable Hours | Maximum Payable Hours |
| --- | --- | --- | --- |
| ACM10121 | Certificate I in Animal Care Industry Pathways | 180 | 190 |
| ACM20121 | Certificate II in Animal Care | 410 | 430 |
| ACM20221 | Certificate II in Horse Care | 689 | 725 |
| ACM30121 | Certificate III in Animal Care Services | 760 | 800 |
| ACM30219 | Certificate III in Animal Technology | 570 | 600 |
| ACM30321 | Certificate III in Wildlife and Exhibited Animal Care | 780 | 820 |
| ACM30821 | Certificate III in Horse Care | 1015 | 1068 |
| ACM30921 | Certificate III in Equine Hoof Care | 955 | 1005 |
| ACM40121 | Certificate IV in Animal Regulation and Management | 790 | 830 |
| ACM40221 | Certificate IV in Animal Facility Management | 830 | 870 |
| ACM40321 | Certificate IV in Animal Behaviour and Training | 1020 | 1070 |
| ACM40418 | Certificate IV in Veterinary Nursing | 1270 | 1340 |
| ACM40818 | Certificate IV in Farriery | 1180 | 1243 |
| ACM40921 | Certificate IV in Equine Care | 1188 | 1250 |
| ACM50119 | Diploma of Animal Technology | 1065 | 1120 |
| ACM50219 | Diploma of Veterinary Nursing | 710 | 745 |
| ACM50421 | Diploma of Equine Management | 1178 | 1240 |
| ACM50521 | Diploma of Equine Allied Health | 1216 | 1280 |

# Units of Competency and Nominal Hours

| Unit Code | Unit Title | Nominal Hours |
| --- | --- | --- |
| ACMAAS401 | Manage animals and facilitate human-animal interaction in animal-assisted services | 60 |
| ACMAAS402 | Apply disability awareness to animal-assisted services | 60 |
| ACMAIM201 | Contribute to safety at incidents involving large animals | 20 |
| ACMAIM202 | Participate in an incident involving large animals | 30 |
| ACMAIM203 | Assist at wildlife events | 30 |
| ACMAIM301 | Use manual techniques to safely move large animals | 30 |
| ACMAIM302 | Perform technical large animal rescue | 50 |
| ACMAIM303 | Move large animals to new locations | 40 |
| ACMAIM304 | Transport injured large animals | 50 |
| ACMAIM305 | Carry out casualty and post-rescue management of animals | 40 |
| ACMAIM306 | Lead a team responding to a large animal incident | 60 |
| ACMAIM307 | Participate in large whale disentanglement operations | 60 |
| ACMAIM308 | Respond to marine wildlife stranding | 60 |
| ACMAIM309 | Respond to marine wildlife welfare | 40 |
| ACMAIM310 | Participate in marine wildlife pollution event | 60 |
| ACMAIM401 | Coordinate large animal movement and evacuation | 60 |
| ACMAIM402 | Develop a large animal incident response plan for an organisation | 60 |
| ACMAIM403 | Undertake complex operations at incidents involving large animals | 80 |
| ACMAIM404 | Collaborate in planning sedation and anaesthesia of large animals in emergency field situations | 80 |
| ACMARM301 | Support veterinary activities in remote communities | 50 |
| ACMARM401 | Administer animal management and regulatory requirements | 60 |
| ACMARM402 | Assess and impound animals | 60 |
| ACMARM403 | Identify and respond to animal behaviour in animal management and regulation environment | 60 |
| ACMARM404 | Manage conflict situations in an animal regulation and management environment | 30 |
| ACMARM405 | Assist with the euthanasia of animals | 20 |
| ACMARM406 | Carry out animal holding facility procedures | 30 |
| ACMARM407 | Conduct community awareness programs | 60 |
| ACMARM408 | Coordinate seizure of animals | 30 |
| ACMARM409 | Plan and monitor remote community animal management activities | 60 |
| ACMARM410 | Develop and implement animal management initiatives | 70 |
| ACMATE306 | Follow containment and exclusion procedures in animal facilities | 40 |
| ACMATE307 | Work within an animal technology facility | 40 |
| ACMATE401 | Prepare for and monitor anaesthesia in animals | 60 |
| ACMATE402 | Conduct euthanasia of research animals | 30 |
| ACMATE403 | Conduct non-surgical procedures on animals | 60 |
| ACMATE404 | Prepare for and assist with aseptic animal surgery | 80 |
| ACMATE501 | Manage compliance in animal technology | 30 |
| ACMATE502 | Manage and maintain the health of research animals | 80 |
| ACMATE504 | Administer anaesthesia and perform surgery on animals for scientific purposes | 60 |
| ACMATE505 | Carry out advanced breeding procedures | 40 |
| ACMATE506 | Assist to collect and transfer embryos of mice | 80 |
| ACMATE508 | Monitor and maintain containment and exclusion procedures in animal facilities | 60 |
| ACMATE509 | Perform caesarean procedures on mice or rats | 40 |
| ACMATE510 | Review and monitor research proposals for an Animal Ethics Committee | 80 |
| ACMATE511 | Carry out post-mortem examination of a research animal | 80 |
| ACMBEH301 | Identify behaviours and interact safely with animals | 60 |
| ACMBEH302 | Provide enrichment for animals | 40 |
| ACMBEH401 | Develop, monitor and review behavioural husbandry strategies | 40 |
| ACMBEH402 | Develop, implement and monitor enrichment strategies for animals | 50 |
| ACMBEH403 | Evaluate animal conditioning methodology and program design | 70 |
| ACMBEH404 | Condition animal behaviour | 60 |
| ACMBEH405 | Provide individual advice on animal behaviour management and training | 80 |
| ACMBEH406 | Conduct group training classes for animal owners or carers | 100 |
| ACMBEH407 | Conduct animal behavioural assessments | 80 |
| ACMBEH501 | Work collaboratively to manage complex animal behaviour | 60 |
| ACMEQD501 | Relate equine masticatory system to oral function, conditions and their health impacts | 130 |
| ACMEQD502 | Conduct assessment of equine masticatory system and plan dental treatment | 100 |
| ACMEQD503 | Perform equine dental treatment and oral care using appropriate instrumentation | 120 |
| ACMEQU212 | Handle horses safely | 100 |
| ACMEQU213 | Follow safe work practices in equine industries | 40 |
| ACMEQU214 | Prepare to work safely around horses | 60 |
| ACMEQU215 | Provide daily care for horses | 60 |
| ACMEQU216 | Check and treat horses | 40 |
| ACMEQU217 | Load and unload horses | 30 |
| ACMEQU218 | Perform horse riding skills at walk, trot and canter | 80 |
| ACMEQU219 | Develop riding skills for exercising horses | 60 |
| ACMEQU220 | Lunge educated horses | 50 |
| ACMEQU221 | Manage personal health and fitness for working with horses | 30 |
| ACMEQU304 | Apply horse identification techniques | 20 |
| ACMEQU305 | Implement a horse health program | 60 |
| ACMEQU306 | Provide routine care for horses | 70 |
| ACMEQU307 | Introduce horses to lunge exercise | 70 |
| ACMEQU308 | Transport horses using a road vehicle | 45 |
| ACMEQU309 | Carry out basic hoof care procedures | 50 |
| ACMEQU310 | Exercise and school horses | 50 |
| ACMEQU311 | Prepare horses for presentation at an event | 70 |
| ACMEQU312 | Prepare and care for horses to perform at events | 70 |
| ACMEQU313 | Work safely in equine workplaces | 50 |
| ACMEQU314 | Provide non-riding exercise to horses | 60 |
| ACMEQU407 | Educate horses in initial handling | 100 |
| ACMEQU408 | Educate horses to be ridden | 160 |
| ACMEQU409 | Educate horses to be driven | 80 |
| ACMEQU410 | Educate pack horses | 50 |
| ACMEQU411 | Evaluate horse education methodologies and individual programs | 50 |
| ACMEQU412 | Interpret and address horse behaviour and welfare | 60 |
| ACMEQU413 | Work safely in providing equine services as a contractor | 60 |
| ACMEQU414 | Manage horses to meet sport event requirements | 90 |
| ACMEQU415 | Relate musculoskeletal system to horse conformation and movement | 120 |
| ACMEQU416 | Manage presentation of horses for sale or show | 80 |
| ACMEQU417 | Advise on horse nutritional needs | 60 |
| ACMEQU418 | Select horses based on analysis of pedigree | 60 |
| ACMEQU419 | Evaluate saddlery and gear fit for horse and rider combination | 60 |
| ACMEQU420 | Fit and adjust bits and bridles | 80 |
| ACMEQU421 | Provide saddle fitting and adjustment services | 180 |
| ACMEQU422 | Maintain and monitor horse health | 80 |
| ACMEQU423 | Manage selection of horse for handler, rider or driver | 60 |
| ACMEQU424 | Evaluate equine service or therapy provision | 50 |
| ACMEQU425 | Provide horse clipping services | 60 |
| ACMEQU501 | Manage horse nutrition and feeding plans | 80 |
| ACMEQU502 | Manage horse health care | 80 |
| ACMEQU503 | Manage international opportunities for horses | 30 |
| ACMEQU504 | Manage horse pastures | 100 |
| ACMEQU505 | Manage fitness in horses | 50 |
| ACMEQU506 | Manage legal, insurance and business aspects of horse establishments | 90 |
| ACMEQU507 | Work within an equine allied health provider framework | 60 |
| ACMEQU508 | Relate equine anatomical and physiological features to equine health care requirements | 110 |
| ACMEQU509 | Conduct assessment for equine massage therapy | 120 |
| ACMEQU510 | Provide equine massage therapy services | 120 |
| ACMEQU511 | Develop and implement an equine rehabilitation program | 200 |
| ACMEQU512 | Manage safe work practices in a horse establishment | 130 |
| ACMEXH301 | Work within a zoological facility | 60  |
| ACMEXH302 | Support species population planning and management | 40 |
| ACMEXH303 | Prepare and maintain animal habitats | 50 |
| ACMEXH304 | Assist with capturing, restraining and moving animals | 40 |
| ACMEXH305 | Monitor animal reproduction | 40 |
| ACMEXH306 | Rehabilitate native wildlife | 40 |
| ACMEXH307 | Release native wildlife to the natural environment | 30 |
| ACMEXH308 | Develop husbandry guidelines | 20 |
| ACMEXH309 | Contribute to exhibit design and renovation planning | 50 |
| ACMEXH401 | Implement species population planning and management | 80 |
| ACMEXH402 | Oversee enclosure or exhibit operations | 70 |
| ACMEXH403 | Design and evaluate interpretive and learning programs | 50 |
| ACMEXH404 | Assist in establishing and maintaining a zoological plantation or plant production system | 100 |
| ACMFAR305 | Perform welding tasks using a forge | 20 |
| ACMFAR307 | Make standard shoes for a range of equines | 80 |
| ACMFAR313 | Trim equine hooves | 80 |
| ACMFAR314 | Perform routine welding techniques for farriery activities | 60 |
| ACMFAR315 | Use and maintain hand and power tools for farriery or hoof care activities | 20 |
| ACMFAR316 | Select and fit hoof boots to meet individual equine need | 20 |
| ACMFAR317 | Replace equine shoes as an emergency measure | 40 |
| ACMFAR318 | Repair and manufacture hand tools used in farriery | 60 |
| ACMFAR319 | Handle equines safely during farriery or hoof care services | 20 |
| ACMFAR401 | Apply knowledge of equine musculoskeletal system, biomechanics and pathology for effective hoof care | 120 |
| ACMFAR402 | Fit shoes to alleviate moderate abnormalities and defects in equines | 100 |
| ACMFAR403 | Fit shoes to alleviate severe abnormalities and defects in equines | 100 |
| ACMFAR404 | Use farriery techniques to meet special needs of equines | 100 |
| ACMFAR405 | Coordinate day-to-day equine service operations | 20 |
| ACMFAR406 | Work effectively in the farriery industry | 20 |
| ACMFAR407 | Respond to emergencies and apply first aid to equines | 50 |
| ACMFAR408 | Determine hoof care and hoof protection plans for equines | 80 |
| ACMFAR409 | Select and fit shoes for normal healthy equines | 100 |
| ACMGAS202 | Participate in workplace communications | 20 |
| ACMGEN101 | Explore job opportunities in animal care and related industries | 10 |
| ACMGEN102 | Approach and handle a range of calm animals | 40 |
| ACMGEN103 | Assist in the care of animals | 40 |
| ACMGEN201 | Work in the animal care industry | 30 |
| ACMGEN202 | Complete animal care hygiene routines | 30 |
| ACMGEN203 | Feed and water animals | 40 |
| ACMGEN204 | Assist in health care of animals | 40 |
| ACMGEN205 | Source and provide information for animal care needs | 40 |
| ACMGEN301 | Prepare and present information to the public | 40 |
| ACMGEN302 | Care for young animals | 40 |
| ACMGEN303 | Assess the welfare status of an animal | 60 |
| ACMGEN304 | Promote positive wellbeing in self and others in animal care workplaces | 40 |
| ACMGEN305 | Provide advice on companion animal selection and general care | 50 |
| ACMGEN306 | Provide advice on aquatic animal selection and general care | 40 |
| ACMGEN307 | Maintain aquariums and/or aquascapes and aquatic animals | 30 |
| ACMGEN308 | Walk and exercise dogs | 40 |
| ACMGEN309 | Provide basic animal first aid | 40 |
| ACMGEN310 | Provide reception services for an animal care facility | 30 |
| ACMGEN311 | Maintain and monitor animal health and wellbeing | 50 |
| ACMGEN312 | Provide nutritional requirements for animals | 60 |
| ACMGEN313 | Carry out simple breeding procedures | 40 |
| ACMGEN314 | Identify animal anatomy and physiology for animal care work | 100 |
| ACMGEN315 | Communicate effectively with clients and team members | 30 |
| ACMGEN401 | Develop animal diets | 40 |
| ACMGEN402 | Advise on animal industry compliance and practices | 70 |
| ACMGEN403 | Manage and maintain avian housing | 50 |
| ACMGEN404 | Design, construct and maintain aquascapes | 80 |
| ACMGEN405 | Manage companion animal breeding | 80 |
| ACMGRM201 | Bath, dry and brush domestic dogs | 30 |
| ACMGRM303 | Provide sanitary and hygiene grooms for companion animals | 60 |
| ACMGRM304 | Perform grooms on cross breed dogs | 90 |
| ACMGRM305 | Groom dogs to meet breed style and coat requirements | 70 |
| ACMGRM401 | Carry out advanced grooming to dog breed standards | 100 |
| ACMGRM402 | Groom cats of different breeds and coat types | 50 |
| ACMGRM403 | Enhance companion animal coat and skin condition | 50 |
| ACMINF101 | Take responsibility for the health and welfare of animals in own care | 40 |
| ACMINF201 | Handle companion animals safely and follow infection control guidelines | 60 |
| ACMINF301 | Comply with infection control policies and procedures in animal care work | 60 |
| ACMINF302 | Follow equine biosecurity and infection control procedures | 60 |
| ACMINF303 | Implement infection control in the handling and care of native wildlife | 60 |
| ACMINF304 | Promote environmental health and safety for companion animals in remote communities | 60 |
| ACMINF401 | Oversee site biosecurity and infection controls working with animals | 80 |
| ACMINF501 | Develop organisational infection control guidelines for animal care workplaces | 100 |
| ACMINF502 | Manage equine biosecurity and infection control | 120 |
| ACMMIC401 | Implant microchip in cats and dogs | 20 |
| ACMSPE313 | Provide general care of amphibians | 40 |
| ACMSPE314 | Provide general care of birds | 40 |
| ACMSPE315 | Provide general care of common native mammals | 40 |
| ACMSPE316 | Provide general care of domestic dogs | 40 |
| ACMSPE317 | Provide general care of domestic cats | 40 |
| ACMSPE318 | Provide general care of fish | 40 |
| ACMSPE319 | Provide general care of invertebrates | 40 |
| ACMSPE320 | Provide general care of mammals | 40 |
| ACMSPE321 | Provide general care of non-venomous reptiles | 40 |
| ACMSPE322 | Provide general care of rodents or rabbits | 40 |
| ACMSUS201 | Participate in environmentally sustainable work practices | 20 |
| ACMSUS401 | Implement and monitor environmentally sustainable work practices | 40 |
| ACMVET201 | Assist with veterinary nursing reception duties | 40 |
| ACMVET202 | Carry out daily practice routines | 40 |
| ACMVET203 | Assist with surgery preparation | 40 |
| ACMVET401 | Coordinate veterinary reception duties | 70 |
| ACMVET402 | Apply imaging routines | 90 |
| ACMVET403 | Perform clinical pathology procedures | 70 |
| ACMVET404 | Perform practice office procedures | 40 |
| ACMVET405 | Coordinate and perform surgical nursing routines | 120 |
| ACMVET406 | Nurse animals | 80 |
| ACMVET407 | Carry out medical nursing routines | 70 |
| ACMVET408 | Provide nutritional advice and support for animals | 90 |
| ACMVET409 | Provide specific animal care advice | 90 |
| ACMVET410 | Carry out veterinary dental nursing procedures | 40 |
| ACMVET411 | Prepare, deliver and review animal care education programs | 50 |
| ACMVET412 | Coordinate practice promotional activities | 50 |
| ACMVET413 | Prepare for anaesthesia and monitor animal anaesthesia and analgesia | 80 |
| ACMVET414 | Nurse foals | 40 |
| ACMVET415 | Provide intensive foal care and nursing | 60 |
| ACMVET416 | Assist with the preparation of veterinary drugs and poisons | 60 |
| ACMVET501 | Manage nursing requirements for specialised surgical procedures | 180 |
| ACMVET502 | Carry out post-operative nursing routines | 60 |
| ACMVET503 | Produce veterinary dental oral cavity images | 30 |
| ACMVET504 | Provide veterinary dental nursing support for advanced veterinary dental surgery | 120 |
| ACMVET505 | Prepare for veterinary emergency response | 20 |
| ACMVET506 | Perform emergency procedures to sustain life | 100 |
| ACMVET507 | Provide nursing support for critical care surgery | 100 |
| ACMVET508 | Support veterinary practice communication and professional development | 70 |
| ACMVET509 | Manage veterinary nursing procedures | 150 |
| ACMVET510 | Apply veterinary nursing pathophysiology | 180 |
| ACMVET511 | Apply principles of animal behaviour | 100 |
| ACMVET512 | Develop and implement specific practice policies | 50 |
| ACMWHS201 | Participate in workplace health and safety processes | 40 |
| ACMWHS301 | Contribute to workplace health and safety processes | 50 |
| ACMWHS401 | Maintain workplace health and safety processes | 80 |
| ACMWHS501 | Manage workplace health and safety processes | 80 |

# Contacts and Links

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| Curriculum Maintenance Manager (CMM) |
| Primary Industries | 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. | Anne WiltshireMelbourne PolytechnicEpping Campus ED116ACorner Cooper St &, Dalton Rd, Epping VIC 3076(03) 9269 1063Email: annewiltshre@melbournepolytechnic.edu.au |
| Service Skills Organisation (SSO) |
| Skills Impact | Skills Impact is responsible for developing the **ACM Animal Care and Management** Training Package and can be contacted for further information. | Skills ImpactLevel 1, 165 Bouverie Street (PO Box 466)Carlton VIC 3053Phone 03 9321 3526 Email inquiry@skillsimpact.com.au[SSO website](https://www.skillsimpact.com.au/) |
| 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 website [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 website [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. | Phone (03) 9637 2000See website [education.vic.gov.au](http://www.education.vic.gov.au/) for more information. |

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| National VET Regulatory Authority |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector. | Phone Info line: 1300 701 801 See website [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. | Phone (03) 9637 2806 See website [vrqa.vic.gov.au](http://www.vrqa.vic.gov.au/) |
| Industry Regulatory Bodies |
| Agriculture Victoria | Agriculture Victoria is part of the Department of Jobs, Precincts and Regions (DJPR), and covers agriculture, pets and fisheries industries. Regulates primary production and animal welfare. Can provide advice on licensing, legislative or regulatory requirements, which may affect the delivery of training or the issuance of qualifications in this Training Package. | Agriculture Victoria website can be found [here](http://agriculture.vic.gov.au/home)Animal Welfare contacts:(03) 9217 4200Email here |
| Animal Welfare Victoria | Animal Welfare Victoria sits within Agriculture Victoria regulating the private keeping and registration of cats and dogs, prevention of cruelty to animals and the public display of exhibition animals. | Animal Welfare Victoria website can be found [here](https://agriculture.vic.gov.au/livestock-and-animals/animal-welfare-victoria). Phone: 136186Front of house services or connect [here](https://agriculture.vic.gov.au/about/contact-us#h2-1) |
| Australian Government Department of Agriculture, Water and the Environment | The Department of Agriculture, Water and the Environment regulates zoological facility assessments, live animals for zoo/exhibition purposes and wildlife trade.  | The Department of Agriculture, Water and the Environment website can be found [here](https://www.environment.gov.au/biodiversity/wildlife-trade/non-commercial/zoos).[General inquiries](https://www.environment.gov.au/about-us/contact-us) line 1800 803 772Or [connect](https://www.environment.gov.au/about/contact-us/website-feedback) |
| Department of Environment, Land, Water and Planning | The Department of Environment, Land, Water and Planning (DELWP) regulates wildlife control through licences and permits, including research permits. | The [Department of Environment, Land, Water and Planning](https://www.delwp.vic.gov.au/)Contact by phone: 136186Or [connect](https://www.delwp.vic.gov.au/our-department/contact-us)  |
| Royal Society for the Protection of Cruelty against Animals - RSPCA (Vic) | The Royal Society for the Prevention of Cruelty to Animals (Victoria) is a non-government, community-based charity that works to prevent cruelty to animals by actively promoting their care and protection. | Royal Society for the Protection of Cruelty against Animals - RSPCA (Vic) website can be found [here](http://www.rspcavic.org) |
| Office of the Gene Technology Regulator  | Provides administrative support to the Gene Technology Regulator in the performance of the functions under the Gene Technology Act 2000.  | Office of the Gene Technology Regulator website can be found [here](http://www.ogtr.gov.au/) |
| Veterinary Nurses Council of Australia | The Veterinary Nurses Council of Australia is a professional membership association for Veterinary Nurses. VNCA administers an Australian Veterinary Nurse and Technician (AVNAT) Registration Scheme  | Website [Veterinary Nurses Council of Australia](https://www.vnca.asn.au/) Phone: (03) 9586 6022Email: admin@vnca.asn.au |
| Veterinary Practitioners Registration Board of Victoria | The Veterinary Practitioners Registration Board is the statutory body that regulates veterinary practitioners in Victoria. | Veterinary Practitioners RegistrationBoard of Victoria website can be found [here](https://www.vetboard.vic.gov.au/VPRBV/Home/VPRBV/Default.aspx?hkey=b8272b0a-3769-4857-8815-072f3e97701d).  |
| 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 Phone (03) 9641 1444 or phone 1800 136 089 (toll free)Email info@worksafe.vic.gov.au and see website [worksafe.vic.gov.au](http://www.worksafe.vic.gov.au/) for further information. |

# Glossary

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| **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. |