**Victorian Purchasing Guide**

**for**

**RGR Racing and Breeding
Training Package**

**Release 3**

**October 2019**

© State of Victoria (Department of Education and Training) 2019.

Copyright of this material is reserved to the Crown in the right of the State of Victoria. This work is licensed under a Creative Commons Attribution-NoDerivs 3.0 Australia licence (more information is available [here](http://creativecommons.org/licenses/by-nd/3.0/au/)). You are free to use, copy and distribute to anyone in its original form as long as you attribute Higher Education and Skills, Department of Education and Training (DET) as the author, and you license any derivative work you make available under the same licence.

**Disclaimer**

In compiling the information contained in and accessed through this resource, the Department of Education and Training has used its best endeavours to ensure that the information is correct and current at the time of publication but takes no responsibility for any error, omission or defect therein.

To the extent permitted by law, DET, its employees, agents and consultants exclude all liability for any loss or damage (including indirect, special or consequential loss or damage) arising from the use of, or reliance on the information contained herein, whether caused or not by any negligent act or omission. If any law prohibits the exclusion of such liability, DET limits its liability to the extent permitted by law, for the resupply of the information.

**Third party sites**

This resource may contain links to third party websites and resources. DET is not responsible for the condition or content of these sites or resources as they are not under its control.

Third party material linked from this resource is subject to the copyright conditions of the third party. Users will need to consult the copyright notice of the third party sites for conditions of usage.

Victorian Purchasing Guide ⎯ Release History

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

| Training Package Release  | **Date VPGApproved** | Comments |
| --- | --- | --- |
| RGR Racing and BreedingTraining PackageRelease No 3.0 | 22 October 2019 | This Victorian Purchasing Guide reflects the changes made to the RGR Racing Training Package Release 3 which includes: Three Horse Breeding qualifications migrated from ACM to RGR:* RGR30619 Cert III in Horse Breeding
* RGR40619 Cert IV in Horse Breeding
* RGR50319 Dip Horse Stud Management

Two revised qualifications:* RGR30419 Certificate III in Racing Services
* RGR40419 Certificate IV in Greyhound Racing Industry

Units of competency* 13 new units
* 19 revised units
 |
| Racing and Breeding RGRRelease No. 2.0 | 12 October 2018 | This Victorian Purchasing Guide reflects the changes made to the RGR Racing Training Package Release 2 which includes: Two new qualifications:* RGR30117 Certificate III in Racing (Greyhound)
* RGR30318 Certificate III in Racing (Driving Stablehand)

Five revised and equivalent qualifications:* RGR10118 Certificate I in Racing (Stablehand)
* RGR30518 Certificate III in Racing (Trackwork Rider)
* RGR40118 Certificate IV in Racing (Racehorse Trainer)
* RGR40318 Certificate IV in Racing (Harness Race Driver)
* RGR50118 Diploma of Racing (Racehorse Trainer)

Eight revised and not equivalent qualifications:* RGR20117 Certificate II in Racing (Greyhound)
* RGR20218 Certificate II in Racing Industry
* RGR30218 Certificate III in Racing (Stablehand)
* RGR30418 Certificate III in Racing Services
* RGR40218 Certificate IV in Racing (Jockey)
* RGR40418 Certificate IV in Racing (Greyhound Trainer)
* RGR40518 Certificate IV in Racing Integrity
* RGR50218 Diploma of Racing Integrity Management

Units of competency:* 8 new units of competency
* 20 units revised and not equivalent
* 99 units updated to meet Standards for Training Packages
 |

**RGR Racing and Breeding Training Package Release 3
Victorian Purchasing Guide**

**CONTENTS**

[INTRODUCTION 2](#_Toc22641723)

[What is a Victorian Purchasing Guide? 2](#_Toc22641724)

[Registration 2](#_Toc22641725)

[Transition 2](#_Toc22641726)

[QUALIFICATIONS 3](#_Toc22641727)

[UNITS OF COMPETENCY 4](#_Toc22641728)

[CONTACTS AND LINKS 10](#_Toc22641729)

[GLOSSARY 12](#_Toc22641730)

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 **RGR Racing and Breeding Training Package Release 2** is provided in theTraining PackageCompanionVolume Implementation Guide, available [here](https://vetnet.education.gov.au/Pages/default.aspx).

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 **RGR Racing and Breeding Training Package Release 3** is conducted against the Training Package units of competency and complies with the assessment requirements.

QUALIFICATIONS

| **Code** | **Title** | **Minimum Payable Hours** | **Maximum Payable Hours** |
| --- | --- | --- | --- |
| RGR10118 | Certificate I in Racing (Stablehand) | 370 | 390 |
| RGR20117 | Certificate II in Racing (Greyhound) | 360 | 380 |
| RGR20218 | Certificate II in Racing Industry  | 675 | 710 |
| RGR30117 | Certificate III in Racing (Greyhound)  | 660 | 695 |
| RGR30218 |  Certificate III in Racing (Stablehand)  | 920 | 970 |
| RGR30318 |  Certificate III in Racing (Driving Stablehand)  | 990 | 1040 |
| RGR30419 |  Certificate III in Racing Services | 920 | 968 |
| RGR30518 |  Certificate III in Racing (Trackwork Rider)  | 1025 | 1080 |
| RGR30619  | Certificate III in Horse Breeding | 920 | 970 |
| RGR40118 | Certificate IV in Racing (Racehorse Trainer)  | 900 | 950 |
| RGR40218 | Certificate IV in Racing (Jockey) | 830 | 875 |
| RGR40318 | Certificate IV in Racing (Harness Race Driver) | 1090 | 1150 |
| RGR40419 |  Certificate IV in Greyhound Racing Industry | 910 | 960 |
| RGR40518 | Certificate IV in Racing Integrity | 1055 | 1110 |
| RGR40619  | Certificate IV in Horse Breeding | 940 | 990 |
| RGR50118 | Diploma of Racing (Racehorse Trainer)  | 580 | 610 |
| RGR50218 | Diploma of Racing Integrity Management | 720 | 760 |
| RGR50319 | Diploma of Horse Stud Management | 910 | 960 |

UNITS OF COMPETENCY

| **Unit Code** | **Unit Title** | **Nominal Hours** |
| --- | --- | --- |
| RGRADM301 | Assist with race meeting operations | 30 |
| RGRADM302 | Supervise use of track and race club facilities  | 50 |
| RGRADM402 | Prepare for race meeting special events | 80 |
| RGRCMN201  | Investigate job opportunities in racing and related industries | 10 |
| RGRCMN203 | Comply with racing industry ethics and integrity  | 50 |
| RGRCMN305 | Participate in racing protests and inquiries  | 20 |
| RGRCMN402 | Participate in media interviews for racing | 10 |
| RGRCMN403 | Participate in racing industry appeals | 10 |
| RGRHBR201 | Assist with oestrus detection in mares  | 80 |
| RGRHBR301 | Work effectively in horse breeding sector | 40 |
| RGRHBR302 | Carry out natural mare mating procedures | 70 |
| RGRHBR303 | Assist with artificial insemination of mares | 70 |
| RGRHBR304 | Assess suitability of horses for specific uses | 75 |
| RGRHBR305 | Handle young horses | 60 |
| RGRHBR306 | Raise young horses | 80 |
| RGRHBR307 | Carry out procedures for foaling down mares | 100 |
| RGRHBR308 | Care for broodmares | 50 |
| RGRHBR401 | Maintain horse stud records | 80 |
| RGRHBR402 | Manage foaling and post-foaling problems | 100 |
| RGRHBR403 | Handle and care for breeding stallions | 60 |
| RGRHBR404 | Oversee care and supervise staff raising young horses | 80 |
| RGRHBR405 | Supervise natural horse mating program | 80 |
| RGRHBR406 | Prepare horses for sale | 100 |
| RGRHBR407 | Educate stallions for breeding | 70 |
| RGRHBR408 | Collect, process and evaluate horse semen for artificial insemination | 70 |
| RGRHBR501 | Plan and implement an enterprise horse breeding strategy | 160 |
| RGRHBR502 | Manage reproductive outcomes of stallions and mares | 100 |
| RGRHBR503 | Develop and implement a marketing plan for stud stock | 80 |
| RGRHBR504 | Manage horse breeding operations | 90 |
| RGRHBR505 | Oversee administration of stud records | 80 |
| RGRPSG201 | Handle greyhounds | 40 |
| [RGRPSG202](https://training.gov.au/Training/Details/RGRPSG202) | Transport greyhounds | 30 |
| RGRPSG203 | Promote and enhance greyhound behaviour  | 40 |
| RGRPSG204 | Attend greyhounds during exercise and after exercise routines  | 30 |
| RGRPSG205 | Attend greyhounds at race meetings | 30 |
| RGRPSG206 | Catch and control greyhounds  | 30 |
| RGRPSG207 | Demonstrate greyhound racing industry integrity and ethical practice | 60 |
| RGRPSG208 | Promote and enhance greyhound health and welfare | 20 |
| RGRPSG209 | Ethically rehome a greyhound | 20 |
| RGRPSG301 | Rear greyhounds | 60 |
| RGRPSG302 | Assess health and provide first aid for greyhounds | 40 |
| RGRPSG303 | Meet nutritional needs of greyhounds  | 50 |
| RGRPSG304 | Participate in greyhound racing industry inquiries and appeals | 15 |
| RGRPSG305 | Coordinate greyhound breeding | 80 |
| RGRPSG306 | Determine care and treatment needs of greyhounds | 60 |
| RGRPSG307  | Train and race greyhounds  | 80 |
| RGRPSG308 | Whelp greyhounds | 60 |
| RGRPSG309 | Educate a greyhound | 80 |
| RGRPSG401 | Relate anatomical and physiological features to the care and treatment of greyhounds | 40 |
| RGRPSG402 | Assess greyhounds for suitability to transition to a pet | 80 |
| RGRPSG403 | Develop and implement greyhound transition to pet plans | 80 |
| RGRPSG404 | Carry out greyhound adoptions | 80 |
| RGRPSG407 | Work as a greyhound health assistant | 50 |
| RGRPSG408 | Relate musculoskeletal structure to greyhound movement | 60 |
| RGRPSG409 | Assess greyhound structural and functional suitability for racing | 120 |
| RGRPSG410 | Provide massage therapy and non-invasive health treatments for greyhounds | 70 |
| RGRPSG411 | Interpret and manage greyhound behaviours | 80 |
| RGRPSH101 | Catch and handle quiet horses under supervision | 70 |
| RGRPSH102 | Perform basic stable duties | 80 |
| RGRPSH201 | Handle racehorses in stables and at trackwork | 80 |
| RGRPSH202 | Assist with transportation of horses | 20 |
| RGRPSH203 | Perform basic driving tasks | 70 |
| RGRPSH204 | Prepare to drive jog work | 70 |
| RGRPSH205 | Perform basic riding skills in the racing industry | 80 |
| RGRPSH207 | Perform racing stable duties | 40 |
| RGRPSH209 | Attend horses at race meetings and trials | 30 |
| RGRPSH211 | Work effectively in the horse racing industry | 40 |
| RGRPSH301 | Implement stable operations | 30 |
| RGRPSH302 | Supervise handling of horses | 20 |
| RGRPSH303 | Organise and oversee transportation of horses | 40 |
| RGRPSH304 | Identify factors that affect racehorse fitness and suitability to race | 100 |
| RGRPSH305 | Develop driving skills for trackwork | 80 |
| RGRPSH306 | Develop basic trackwork riding skills | 75 |
| RGRPSH307 | Exercise horses in pacework | 75 |
| RGRPSH308 | Provide first aid and emergency care for horses or other equines | 100 |
| RGRPSH309 | Implement feeding programs for racehorses under direction | 20 |
| RGRPSH310 | Prepare for self-management in racing | 40 |
| RGRPSH311 | Participate in racing as an owner  | 10 |
| RGRPSH312 | Transport horses by road | 50 |
| RGRPSH401 | Provide care and treatment of horses | 60 |
| RGRPSH402 | Drive horses in pacework and fast work | 80 |
| RGRPSH403 | Educate horses for harness racing | 100 |
| RGRPSH404 | Ride horses at trackwork | 75 |
| RGRPSH405 | Ride horses in jump outs | 20 |
| RGRPSH406 | Develop riding skills for jumping racing | 60 |
| RGRPSH407 | Educate thoroughbred horses for racing | 60 |
| RGRPSH408 | Manage horse health and welfare | 60 |
| RGRPSH409 | Determine nutritional requirements for racing horses | 40 |
| RGRPSH410 | Prepare for race driving | 75 |
| RGRPSH411 | Drive horses in trials | 75 |
| RGRPSH412 | Drive horses in races | 75 |
| RGRPSH413 | Prepare for race riding | 75 |
| RGRPSH414 | Ride horses in trials | 75 |
| RGRPSH415 | Ride horses in races | 75 |
| RGRPSH416 | Perform trial and race jumping riding skills | 40 |
| RGRPSH418 | Set goals to improve racing performance | 20 |
| RGRPSH419 | Manage principles of sports science for jockeys | 40 |
| RGRPSH420 | Participate in implementing racehorse exercise programs | 60 |
| RGRPSH421 | Operate horse racing training business | 100 |
| RGRPSH422 | Promote and maintain business arrangements with racehorse owners | 40 |
| RGRPSH423 | Train horses for jumping racing | 40 |
| RGRPSH424 | Re-educate horses to manage behaviours and/or transition to new purposes | 140 |
| RGRPSH425 | Advise on transitioning and rehoming horses | 40 |
| RGRPSH501 | Plan and adapt training and conditioning programs for racehorses | 40 |
| RGRPSH502 | Plan and implement education of horses for racing | 40 |
| RGRPSH503 | Trial and race horses | 80 |
| RGRPSH504 | Develop systems and records for horse racing business training operations | 50 |
| RGRPSH505 | Select horses for racing | 80 |
| RGRROP201 | Perform duties of barrier attendant at thoroughbred race meetings and trials | 60 |
| RGRROP202 | Perform duties of kennel attendant at race meetings | 15 |
| RGRROP203 | Perform duties of parade official at greyhound race meetings | 10 |
| RGRROP204 | Assist with harness race starts | 40 |
| RGRROP301 | Perform ear branding and marking up of greyhounds | 10 |
| RGRROP302 | Brand standardbred horses | 60 |
| RGRROP303 | Perform duties of clerk of course at harness or thoroughbred race meetings and trials | 60 |
| RGRROP304 | Perform duties of clerk of scales at greyhound race meetings | 10 |
| RGRROP306 | Perform duties of clerk of scales for jockeys at thoroughbred race meetings | 10 |
| RGRROP307 | Perform duties of lure driver at race meetings and trials | 30 |
| RGRROP308 | Drive mobile start vehicle | 60 |
| RGRROP309 | Perform duties of catching pen supervisor | 12 |
| RGRROP310 | Supervise race meeting kennels | 30 |
| RGRROP311 | Perform duties of greyhound race starter | 15 |
| RGRROP312 | Perform duties of licensing or registration clerk | 20 |
| RGRROP313 | Process race nominations and acceptances | 20 |
| RGRROP314 | Perform duties of photo finish operator at greyhound or horse race meetings | 20 |
| RGRROP315 | Perform duties of timekeeper at greyhound or horse race meetings | 20 |
| RGRROP316 | Perform duties of track supervisor during trackwork operations | 60 |
| RGRROP317 | Attend racing events and comply with protocols and safety procedures | 10 |
| RGRROP401 | Perform duties of race programmer | 100 |
| RGRROP402 | Perform duties of medical practitioner at race meetings and trials | 10 |
| RGRROP403 | Perform duties of farrier at race meetings | 10 |
| RGRROP404 | Perform duties of veterinarian at race meetings and trials | 10 |
| RGRROP405 | Conduct veterinarian supervision of sample collection procedures | 10 |
| RGRROP406  | Perform duties of harness race starter | 40 |
| RGRROP407  | Perform duties of thoroughbred race starter  | 40 |
| RGRROP408 | Perform duties of betting supervisor or steward at greyhound or horse race meetings | 60 |
| RGRROP409 | Perform duties of greyhound grader | 35 |
| RGRROP410 | Perform duties of racehorse handicapper | 60 |
| RGRROP411 | Perform duties of greyhound or horse race judge | 10 |
| RGRSTD301 | Perform duties of cadet steward | 80 |
| RGRSTD302 | Interpret wagering trends | 40 |
| RGRSTD303 | Assess racing and training gear suitability and safety | 20 |
| RGRSTD402 | Perform non-race day duties of steward | 40 |
| RGRSTD403 | Apply principles of administrative law to investigation and resolution of racing matters | 100 |
| RGRSTD404 | Prepare for racing industry appeals | 20 |
| RGRSTD405 | Conduct steward supervision of sample collection procedures | 20 |
| RGRSTD406 | Assess greyhound or horse handling skills | 20 |
| RGRSTD407 | Assess driving or riding skills of license or registration applicants | 60 |
| RGRSTD408 | Analyse race performance | 80 |
| RGRSTD409 | Perform duties of a race day steward | 100 |
| RGRSTD501 | Manage steward services | 100 |
| RGRSWA301 | Collect non-blood samples from greyhounds or horses | 40 |
| RGRSWA302 | Collect non-blood samples from racing personnel | 40 |
| RGRSWA303 | Collect blood samples for racing animal drug testing | 20 |
| RGRTRK301 | Assist with race meeting track management | 50 |
| RGRTRK303 | Provide emergency animal assistance | 15 |
| RGRTRK401 | Supervise preparation of track and facilities for race meetings | 80 |
| RGRTRK402 | Relate animal welfare to track and environmental conditions | 60 |
| RGRTRK403  | Maintain specialised non-turf track surfaces for racing | 70 |

CONTACTS AND LINKS

|  |
| --- |
| **Curriculum Maintenance Manager (CMM)** |
| Primary Industries Curriculum Maintenance Manager  | 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 Wiltshire[Melbourne Polytechnic](https://www.melbournepolytechnic.edu.au/), ED116A, [Epping Campus](https://www.melbournepolytechnic.edu.au/campuses)Epping, VIC 3072(03) 9269 1063Email here |
| **Service Skills Organisation (SSO)** |
| SSO Name | This SSO is responsible for developing this RGR Racing and BreedingTraining Package is **Skills Impact** and can be contacted for further information.  | Phone: (03) 9321 3526Email: inquiry@skillsimpact.com.auSSO website can be found [here.](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. | National Register website can be found [here](http://training.gov.au). |
| **Australian Government** |
| Department of Employment, Skills, Small and Family Business  | The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training.  | The Commonwealth Department of Employment, Skills, Small and Family Business website can be found [here](https://www.jobs.gov.au/) |
| **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 2000The Victorian Department of Education and Training website can be found [here](http://www.education.vic.gov.au/) |
| **National VET Regulatory Authority** |
| Australian Skills Quality Authority (ASQA) | ASQA is the national regulator for Australia’s VET sector.  | Info line: 1300 701 801 ASQA’s website can be found [here](http://www.asqa.gov.au/) |
| **Victorian 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 VRQA’s website can be found [here](http://www.vrqa.vic.gov.au/) |
| **Industry Regulatory Bodies applicable to this Training Package**  |
| Agriculture Victoria | Agriculture Victoria is supported by the Department of Jobs, Precincts and Regions (DJPR) and Provides a governance and policy role for agriculture, pets and fisheries industries. 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 4200 Email here |
| Animal Welfare Victoria | Animal Welfare Victoria provides information on animal welfare, domestic animals, animal cruelty and animals in research and training. | Animal Welfare Victoria website can be found [here.](http://animalwelfare.vic.gov.au/)Email here |
| Greyhound Racing Victoria | Regulates greyhound racing and welfare in Victoria. | (03) 8329 1100Greyhound Racing Victoria’s website can be found [here](http://www.grv.org.au/news/)Email here |
| Greyhound Adoption Program (GAP) | Greyhound Racing Victoria’s adoption program aims to find loving family homes for greyhounds who have retired from the racetrack. | (03) 5799 0166Greyhound Adoption Program website can be found [here](http://gap.grv.org.au/latest-news/) Email here |
| 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. | RSPCA (Vic) website can be found [here](http://www.rspcavic.org) |
| WorkSafe Victoria | WorkSafe needs to provide written verification before High Risk Work Units are added to an RTO’s scope of registration. | 24 hr emergency line **13 23 60**(03) 9641 1555WorkSafe Victoria’s website can be found [here](https://www.worksafe.vic.gov.au) |

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. |