

# 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 of VET](#) for the detail of changes in each Release.

Training Package Release	Date VPG Approved	Comments
Release 5.0	5 April 2022	<p>This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 5.0:</p> <p>One (1) new qualification</p> <ul style="list-style-type: none"> <li>ACM40921 Certificate IV in Equine Care</li> </ul> <p>Five (5) revised qualifications related to horse care</p> <ul style="list-style-type: none"> <li>ACM20221 Certificate II in Horse Care</li> <li>ACM30821 Certificate III in Horse Care</li> <li>ACM30921 Certificate III in Equine Hoof Care</li> <li>ACM50421 Diploma of Equine Management</li> <li>ACM50521 Diploma of Equine Allied Health</li> </ul> <p>Units of competency</p> <ul style="list-style-type: none"> <li>9 new</li> <li>41 revised</li> <li>6 deleted</li> </ul>
ACM Animal Care and Management Training Package Release No 4.0	1 June 2021	<p>This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 4 which includes:</p> <p>Seven (7) revised qualifications</p> <ul style="list-style-type: none"> <li>ACM10121 Certificate I in Animal Care Industries Pathway</li> <li>ACM20121 Certificate II in Animal Care</li> <li>ACM30121 Certificate III in Animal Care Services</li> <li>ACM30321 Certificate III in Wildlife and Exhibited Animal Care</li> <li>ACM40121 Certificate IV in Animal Regulation and Management</li> <li>ACM40221 Certificate IV in Animal Facility Management</li> <li>ACM40321 Certificate IV in Animal Behaviour and Training</li> </ul> <p>One deleted qualification</p> <ul style="list-style-type: none"> <li>ACM40617 Certificate IV in Pet Styling</li> </ul> <p>Units of competency</p> <ul style="list-style-type: none"> <li>18 new units of competency</li> <li>68 revised units of competency</li> <li>1 unit with a minor update</li> </ul> <p>5 units have been deleted</p>
ACM Animal Care and Management Training Package Release No 3.0	26 August 2020	<p>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.</p> <p>No other changes have occurred.</p>

Training Package Release	Date VPG Approved	Comments
ACM Animal Care and Management Training Package Release No 3.0	3 June 2020	Nominal hours for the unit ACMFAR305 <i>Perform welding tasks using a forge</i> have been updated to correct an error. No other changes have occurred.
ACM Animal Care and Management Training Package Release No 3.0	16 October 2019	<p>This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 3 which includes:</p> <p>Three (3) revised qualifications:</p> <ul style="list-style-type: none"> <li>• ACM30219 Certificate III in Animal Technology</li> <li>• ACM50119 Diploma of Animal Technology</li> <li>• ACM50219 Diploma of Veterinary Nursing</li> </ul> <p>Three (3) superseded qualifications moved to the RGR Racing and Breeding Training Package:</p> <ul style="list-style-type: none"> <li>• ACM30717 Certificate III in Horse Breeding</li> <li>• ACM40717 Certificate IV in Horse Breeding</li> <li>• ACM50317 Diploma of Horse Stud Management</li> </ul> <p>27 units of competency:</p> <ul style="list-style-type: none"> <li>• 20 New</li> <li>• 7 revised</li> </ul> <p>19 Horse Breeding units of competency moved to the RGR Racing and Breeding Training Package.</p>
Animal Care and Management Training Package Release 2.0	4 April 2019	<p>This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 2 which includes:</p> <p>One new qualification:</p> <ul style="list-style-type: none"> <li>• ACM30918 Certificate III in Equine Hoof Care</li> </ul> <p>Two revised qualifications:</p> <ul style="list-style-type: none"> <li>• ACM41418 Certificate IV in Veterinary Nursing</li> <li>• ACM40818 Certificate IV in Farriery</li> </ul> <p>Units of Competency:</p> <ul style="list-style-type: none"> <li>• 19 new units</li> <li>• 36 revised</li> </ul>
Animal Care and Management	24 April 2018	This Victorian Purchasing Guide reflects the changes made to the ACM Animal Care and Management Training Package Release 1 which includes:



Training Package Release	Date VPG Approved	Comments
Training Package Release 1.0		<p>Five New Qualifications:</p> <ul style="list-style-type: none"> <li>• Certificate II in Horse Care</li> <li>• Certificate III in Horse Breeding</li> <li>• Certificate III in Performance Horse</li> <li>• Diploma of Horse Stud Management</li> <li>• Diploma of Performance Horse Management</li> </ul> <p>One Revised Qualification:</p> <ul style="list-style-type: none"> <li>• Certificate IV Equine Dentistry</li> </ul> <p>Units of Competency:</p> <ul style="list-style-type: none"> <li>• 50 new units</li> </ul> <p>139 revised</p>

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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 5.0 is provided in the Training Package Companion Volume Implementation Guide. (See [VETnet.gov.au](http://VETnet.gov.au) 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 ACM Animal Care and Management Training Package Release 5.0 is 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

Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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 plantproduction system	100
ACMFAR305	Perform welding tasks using a forge	20

Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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



Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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

Unit Code	Unit Title	Nominal Hours
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

Curriculum Maintenance Manager (CMM)		
Primary Industries	<p>The CMM Service is provided on behalf of Higher Education and Skills.</p> <p>CMM Service Executive Officers can assist with questions on payable and nominal hours.</p>	<p>Anne Wiltshire</p> <p>Melbourne Polytechnic Epping Campus ED116A Corner Cooper St &amp;, Dalton Rd, Epping VIC 3076</p> <p>(03) 9269 1063</p> <p>Email: <a href="mailto:annewiltshre@melbournepolytechnic.edu.au">annewiltshre@melbournepolytechnic.edu.au</a></p>
Service Skills Organisation (SSO)		
Skills Impact	<p>Skills Impact is responsible for developing the <b>ACM Animal Care and Management</b> Training Package and can be contacted for further information.</p>	<p>Skills Impact Level 1, 165 Bouverie Street (PO Box 466) Carlton VIC 3053</p> <p>Phone 03 9321 3526</p> <p>Email <a href="mailto:inquiry@skillsimpact.com.au">inquiry@skillsimpact.com.au</a> <a href="#">SSO website</a></p>
National Register for VET in Australia		
Training.gov.au (TGA)	<p>TGA is the Australian government's official National Register of information on Training Packages, qualifications, courses, units of competency and RTOs.</p>	<p>See website <a href="http://training.gov.au">training.gov.au</a> for more information.</p>
Australian Government		
Department of Education, Skills and Employment	<p>The Commonwealth Department is responsible for national policies and programmes that help Australians access quality vocational education and training.</p>	<p>See website <a href="http://dese.gov.au">dese.gov.au</a> for more information.</p>
State Government		
Department of Education and Training (DET)	<p>DET is the State Training Authority responsible for supporting implementation of Vocational Education and Training (VET) in Victoria.</p>	<p>Phone (03) 9637 2000</p> <p>See website <a href="http://education.vic.gov.au">education.vic.gov.au</a> for more information.</p>

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 <a href="http://asqa.gov.au">asqa.gov.au</a> 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 <a href="http://vrqa.vic.gov.au">vrqa.vic.gov.au</a>
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 <a href="#">here</a>  Animal Welfare contacts: (03) 9217 4200 Email <a href="#">here</a>
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 <a href="#">here</a> . Phone: 136186 Front of house services or connect <a href="#">here</a>
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 <a href="#">here</a> . <a href="#">General inquiries</a> line 1800 803 772 Or <a href="#">connect</a>
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 <a href="#">Department of Environment, Land, Water and Planning</a>  Contact by phone: 136186 Or <a href="#">connect</a>

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 <a href="#">here</a>
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 <a href="#">here</a>
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 <a href="#">Veterinary Nurses Council of Australia</a> Phone: (03) 9586 6022 Email: 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 Registration Board of Victoria website can be found <a href="#">here</a> .
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 <a href="mailto:info@worksafe.vic.gov.au">info@worksafe.vic.gov.au</a> and see website <a href="http://worksafe.vic.gov.au">worksafe.vic.gov.au</a> for further information.

# Glossary

<b>Code</b>	Nationally endorsed Training Package qualification code.
<b>Title</b>	Nationally endorsed Training Package qualification title.
<b>Unit Code</b>	Nationally endorsed Training Package unit code.
<b>Unit Title</b>	Nationally endorsed Training Package unit title.
<b>Maximum Payable Hours</b>	<p>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.</p> <p>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.</p>
<b>Scope of Registration</b>	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.
<b>Nominal Hours</b>	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.