



iPET Network
Level 3 Award in
Canine Emergency First Aid
Qualification Number - 603/5953/5
Qualification Guide

iPET Network

EDUCATION FOR PEOPLE, FOR PETS, FOR THE FUTURE

Our Mission

LED BY INDUSTRY EXPERTS.
DRIVEN BY PASSION.
BOUNDED BY ANIMALS.
GUIDED BY CANDIDATES.
UNITED BY **iPET NETWORK**.

Leading the way:

iPET Network is an Awarding Organisation regulated by Ofqual, CCEA Regulation and Qualifications Wales, specialising in qualifications in the Canine and Feline sector. iPET Network is unique in its approach, being a sector specific Awarding Organisation and are constantly developing NEW Canine and Feline qualifications in the industry.

Our Training Providers have exclusive access to brand new qualifications with innovative course design and delivery. We offer an opportunity to leave the norm behind and join a network of forward-thinking professionals. We are continually expanding our network of approved Training Providers across the UK and Europe, giving more opportunities to Candidates and Training Providers alike.

We do the hard work for you – fast, flexible and straightforward:

We have developed extensive resources and work tasks which have been mapped to qualification criteria. The qualifications and assessments are to be delivered on an e-portfolio system or on paper. Our centralised resources make it simple for Training Providers and their Tutors to deliver, manage and mark all in one place. We provide access to training and updates through standardisation meetings (both face to face and remotely) allowing greater flexibility for Training Providers that are further afield. Our Training Providers can also achieve 'Direct Claims' status should they meet the required quality assurance processes and methods.

iPET Network offers a range of packages for our Training Providers to choose from. Our aim is to take the headache out of admin and make the process as streamline as possible from registrations, certifications, external quality assurance visits and much more. Low fees, flexible payment terms and reduced admin time means our Training Providers can save money and time, and focus on running a profitable, professional business.

An exciting and supportive community

We pride ourselves on creating new and innovative Continual Professional Development (CPD) opportunities by working with the experts in the sector and our Training Providers. Depending on the package chosen, we provide supportive internal quality assurance (a requirement for joining iPET Network is to have a qualified IQA to be able to award qualifications) and ensure that our team are always on hand for support and advice.

We run a Candidate Facebook group where our members can share knowledge, experiences and much more with a network of some of the best groomers and training academies across the globe.

We practice what we preach - every member of the iPET Network team has experience working in busy grooming, day-care and kennel businesses, ensuring our qualifications evolve along with the industry. We believe in removing learning barriers and working with Candidates of all abilities to succeed. We believe in supporting all candidates as individuals.

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1. About this qualification

The iPET Network Level 3 Award in Canine Emergency First Aid is perfect for owners and professionals alike who want to be prepared should a pet need emergency treatment. The qualification covers the most commonly faced canine needs such as how to treat injury, dressing wounds, allergic reactions, stings, poisoning, choking, seizures, CPR, hypothermia and much more.

The qualification is an excellent balance of theoretical and practical learning to ensure Candidates have the knowledge required should they ever be faced with an emergency first aid situation.

Leading industry experts have reviewed this qualification to ensure the outcome is appropriate for the Animal Care industry and the continued growth and development.

Objectives of the qualification

This qualification is aimed to take Candidates on a journey from complete beginners to competent and confident in carrying out Canine Emergency First Aid. Depending on the needs of the individual Candidate, the qualification can:

- prepare individuals to progress to a qualification in the same subject area but at a higher level or requiring more specific knowledge, skills and understanding
- support a role in the workplace
- encourage engagement in learning

This qualification has been designed to enable Candidates to:

- gain canine emergency first aid skills

It is a requirement that assessment of this qualification is conducted in English.

The iPET Network Level 3 Award in Canine Emergency First Aid is regulated by Ofqual and CCEA Regulation.

This qualification must be renewed every 3 years to ensure the Candidate is up to date with current legislation and potential updates in practice.

Guided Learning Hours (GLH)

Guided Learning Hours are defined as the number of hours of supervised or directed study time required for a unit or a qualification. Some Candidates will be able to achieve units and qualifications in a shorter time than indicated. Others, for example those with additional support requirements, may need longer.

Total Qualification Time (TQT)

Total qualification time is defined as the number of guided learning hours (GLH) plus the time taken by the Candidate for private study or work experience. This time may vary dependent on the individual Candidate e.g. by academic ability.

Guided learning hours and total qualification time for this qualification is:

iPET Network Level 3 Award in Canine Emergency First Aid

GLH (Guided Learning Hours): 6 hours

TQT (Total Qualification Time): 9 hours

In total, Candidates must receive a minimum of 1-day training with a recognised Training Provider e.g. 9am - 4pm and a minimum of 2 hours of home study must be completed e.g. reading workbooks, handouts and practising the skills learnt during the day

2. Candidate requirements

Entry requirements

There are no entry requirements.

Minimum age

The minimum age for access to this qualification is 16 years.

Training Providers ought to satisfy themselves, however, that Candidates have a level of maturity appropriate for units included in the courses that they offer. If in doubt, please contact iPET Network for advice.

Reasonable Adjustment and Special Considerations

Assessment within the iPET Network Level 3 Award in Canine Emergency First Aid is designed to be accessible and inclusive. The assessment methodology is appropriate and rigorous for individuals or groups of Candidates.

If you have candidates with identified learning needs you should refer to the Reasonable Adjustment and Special Considerations Policy, available from iPET Network. This gives clear guidance on the reasonable adjustments and arrangements that take account of disability or learning difficulty without compromising the achievement of the assessment criteria.

Further guidance and support can be accessed at iPET Network.

3. Induction / Initial assessment

An initial assessment of each Candidate should be made before the start of their programme to identify:

- If the Candidate has any specific learning or training needs,

- Support and guidance, they may need when working towards their qualification,
- The appropriate type and level of qualification.

Each Training Provider must carry out an induction so that Candidates fully understand the requirements of the qualification, their responsibilities as a Candidate, and the responsibilities of the Training Provider. This information will need to be recorded appropriately for example, using a contract.

4. Achieving the qualification

Credits

To be awarded the iPET Network Level 3 Award in Canine Emergency First Aid, Candidates must achieve 1 credit.

Unit achievement

All of the assessment criteria in a unit must be met before the unit is deemed to be achieved. The unit achievement is not graded: units are either achieved or not achieved.

Recording achievement

Training Providers must record the Candidate's achievement of each unit on an appropriate form(s) or electronic system. Training Providers should record the Candidate's achievement against the specific units assessment criteria evidenced by the task.

Authentication of the Candidates work

Tutors must demonstrate that the Candidates work is authentic. This can be done by using iPET Network's E-portfolio system which provides secure access to each Candidate or an alternative E-portfolio system. If a Training Provider is using paper portfolio, then they must demonstrate authentic work and transparent feedback from marking to internal quality assurance.

Assessments must demonstrate authenticity please refer to assessment methods in this qualification handbook.

5. Qualification structure

Mandatory

iPET Network Reference No.	Title	Level	Credit	GLH	TQT	Unit Reference number
309	Canine Emergency First Aid	3	1	6	9	T/618/1644

Level descriptors

Level	Knowledge Descriptor (the holder...)	Skills Descriptor (the holder can...)
Level 3	Has factual, procedural and theoretical knowledge and understanding of a subject or field of work to complete tasks that while well-defined, may be complex and non-routine. Can interpret and evaluate relevant information and ideas. Is aware of the nature of the area of study or work. Is aware of different perspectives or approaches within the area of study or work.	Identify, select and use appropriate cognitive and practical skills, methods and procedures to address problems that while well-defined, may be complex and non-routine. Use appropriate investigation to inform actions. Review how effective methods and actions have been.

6. Assessment

This qualification requires achievement of the specified units with no further requirements for additional/summative assessment. Achievement is therefore determined by successful completion of the unit assessment. The assessment process is as follows:

- Assessments are internally arranged and approved at the Training Provider by Tutors following the Assessment methods found below.
- Assessment documents and resources can only be downloaded within 5 working days of the assessment date.
- The Candidates are assessed internally at the Training Provider, using the assessments set.
- The resulting portfolios of assessed evidence are internally quality assured by an Internal Quality Assurer (IQA) at the Training Provider (A relevant sample size must be sampled based on the size of the cohort).
- The portfolios of assessed evidence are quality assured either by an iPET Network External Quality Assurer (EQA) and/ or an Internal Quality Assurer (IQA) approved by iPET Network. Please note a minimum of one Candidate's assessment will be sampled during the 2 EQA audits per year.

For further information on iPET Network Quality Assurance requirements please refer to www.ipetnetwork.co.uk for the iPET Network Quality assurance requirements document.

Assessment methods

When delivering this iPET Network qualification and unit, Training Providers must carry out a formal assessment. The assessment may be sampled by an Internal Quality Assurer that is not involved in the delivery of the qualification and have investment in outcome of the assessment. See below the details for this assessment. We strongly advise that all those involved in assessment and Internal Quality Assurance of this qualification refer to www.ipetnetwork.co.uk for the iPET Network Training Provider Manual and Quality assurance requirements.

When carrying out any assessment method, tutors will need to consider the presentation of the assessment task to the Candidate to make it fair and accessible. Tutors may also need to consider arrangements for Candidates with particular learning difficulties and will need to be aware of iPET Network's policy on reasonable adjustments.

All assessment tasks must be checked and confirmed as appropriate, fair, valid and reliable by an appropriately qualified and experienced Internal Quality Assurer (IQA) before being issued to Candidates.

Canine Emergency First Aid

The Canine First Aid unit must have one formal assessment against the Candidate's practical skills on the following;

- CPR on a dog mannequin
- Bandaging on a live dog or manikin (1 area ear or foot)
- Taking the pulse on a live dog

This must be carried out through direct Tutor observation using the assessment document provided in the Canine Emergency First Aid assessment resources.

Evidence

The Canine Emergency First Aid Assessment Record must be completed.

Video evidence is **not** required.

Photos must be taken of the assessment to support the assessment record and to demonstrate authenticity. Photos must include:

- Student carrying out CPR
- The completed bandages

Marking - This assessment is pass or fail and the assessor's decision is final.

*Please note re-assessments are permitted.

Please note this qualification must be renewed every 3 years to ensure the Candidate is up to date with current legislation and potential updates in practice.

7. Offering the qualification

Training Providers wishing to deliver this qualification will need to demonstrate the ability to adhere to quality assurance and assessment regulations.

All procedures for the use of this qualification or units of this qualification, including approval, registration of Candidates, quality assurance process and certification will be completed through iPET Network, who will have an allocated Account Manager to support the Training Provider. Any queries or difficulties should be directed to the iPET Network office on 0800 433 4700.

Approval to deliver the qualification

Training Providers wishing to offer this qualification must note the requirements stipulated in Appendix A of this guide.

To gain approval to offer the qualification, Training Providers must submit an iPET Network qualification form which can be downloaded from the website www.ipetnetwork.co.uk.

To offer this qualification, potential Training Providers must apply for Training Provider approval with iPET Network. Applications can be made via email info@ipetnetwork.co.uk or by calling 0800 433 4700.

For more information, visit our website www.ipetnetwork.co.uk.

Standardisation

Standardisation is a process that promotes consistency in the understanding and application of standards.

Standardisation:

- Establishes statements on the standard of evidence required to meet the assessment criteria for the units in iPET Network qualifications.
- Makes recommendations on assessment practice.
- Produces advice and guidance for the assessment of units.
- Identifies good practice in assessment.

It is a requirement of the Training Provider recognition process that each Training Provider offering units from iPET Network qualifications must provide assessment materials and Candidates' evidence for standardisation if requested.

iPET Network will notify Training Providers of the required sample for standardisation purposes. Assessment materials, Candidates' evidence and tutor feedback will be sent to iPET Network by Training Providers.

Outcomes from standardisation will be available to Training Providers through iPET Network.

Support for Training Providers

iPET Network provide all of our Training Providers with on-going support and advice on the use of iPET Network units and qualifications, including the requirements for assessment.

If Training Providers are approved to offer iPET Network units and qualifications have obtained a UKPRN (UK Provider Reference Number) from the UKRLP (UK Register of Learning Providers), this will be used as the Training Providers reference number. If a Training Provider has not obtained a UKPRN they will be issued with a unique IPET Network Training Provider number.

Information about obtaining a Unique Candidate Number (ULN) on behalf of the Candidates is included in the iPET Network Training Provider Handbook.

Training Providers responsibilities

Each Training Provider should identify a Training Provider contact who will be responsible for any iPET Network provision within the Training Provider organisation.

The Training Provider contact must ensure all procedures relating to the delivery of the qualification operate effectively in the centre.

The Training Provider contact is the person responsible for confirming and ensuring that the Training Provider meets all the iPET Network requirements for Training Provider recognition.

The Training Provider contact is responsible for ensuring all relevant iPET Network documentation is distributed as required within the Training Provider and that the security requirements for external assessment are adhered to, where applicable.

8. Appendix A - Requirements to offer this qualification

To offer this qualification, Training Providers must ensure that Tutors delivering this qualification have one of the following recognised professional qualifications:

- the iPET Network Award in Canine Emergency First Aid
- OCN accredited Canine First Aid

And / or

- Veterinary related regulated qualification

and

holds a teaching certificate (examples detailed below) and / or can demonstrate teaching experience

- the Level 3 Award in Education and Training; or
- the Level 3 Certificate in Education and Training for Dog Grooming Tutor; or
- the Level 4 Certificate in Education and Training; or
- Level 3 or 4 PTLLS (or equivalent).

NB The Training Provider must ensure that the Tutors certification is maintained every 3 years

Training Providers must also ensure that they have in place an Internal Quality Assurance person who:

- Holds or is working towards a Level 4 Award in Internal Quality Assurance of Assessment Processes and Practices or its equivalent
- Has substantial experience of working in or assessing qualifications in Dog Grooming
- Is familiar with the assessment requirements of the qualification for which they are the Internal Quality Assurer

Or

- Gold package registrations are used (**Refer to Training Provider Fees**)

9. Qualification Unit Breakdown

Unit title:	Canine Emergency First Aid
Level:	3
Credit value:	1
GLH:	6
TQT:	9
Unit code:	309
Unit reference number:	T/618/1644
Unit aim:	The aim of this unit is to provide the knowledge, understanding and skills of Canine Emergency Canine Emergency First Aid, including when to call the vet and how to dress wounds, who can administer Canine Emergency First Aid and the classification of emergencies. You will understand how to assess and examine injured dogs, along with learning how to treat a variety of potential injuries and emergency events e.g. convulsions.
Number of learning outcomes	14

Learning Outcomes	Assessment Criteria
The Candidate will:	The Candidate can:
1. Understand the requirements of Canine Emergency First Aid, who can administer Canine Emergency First Aid and why Canine Emergency First Aid is important	1.1. Explain the objective of Canine Emergency First Aid and the current legislation 1.2. Outline who can perform Canine Emergency First Aid on dogs in emergency situations
2. Understand the importance of administering Canine Emergency First Aid and how to manage canine behaviour	2.1. Explain the importance of administering Canine Emergency First Aid 2.2. Explain the techniques and tools to manage canine behaviour in an emergency situation
3. Understand the classification of Emergencies	3.1. Explain the three main classifications of emergency 3.2. Describe two emergency situations within each classification 3.3. Assess the difference between collapse and unconscious dogs
4. Understand how to put a dog in the recovery position	4.1. Describe the procedure to put a dog in the recovery position
5. Understand the DR ABC of Canine Emergency First Aid and actions to take following the DR ABC assessment	5.1. Explain what is meant by DR ABC in Canine Emergency First Aid 5.2. Describe the key DR ABC steps to take when examining an injured dog
6. Understand the examination of an injured animal and the actions to take to manage shock	6.1. Understand the examination of an injured animal 6.2. Describe the clinical signs and management of a dog suffering from shock 6.3. Identify the key clinical signs of impending cardiopulmonary arrest (CPA)

7. Be able to record key elements of canine vital statistics and conduct dog resuscitation (CPR)	7.1. Accurately record key elements of Canine Emergency Canine Emergency First Aid: <ul style="list-style-type: none"> Record the pulse rate of a live dog Record the respiration rate of a live dog
	7.2. Conduct CPR on a CPR mannequin
8. Be able to dress and treat wounds	8.1. Classify different types of wounds
	8.2. Describe the emergency treatment for a wound
	8.3. Apply a dressing on a dog
	8.4. Classify and describe different types of fractures
	8.5. Explain the signs and emergency treatment of a fracture
9. Understand choking, stings and poisoning and be able to give the necessary treatment	9.1. Explain how to perform the abdominal thrusts on a dog
	9.2. Explain how to treat insect stings and reptile bites
	9.3. Identify common household poisonous substances
	9.4. Explain the clinical signs, emergency treatment and prevention of poisoning in a dog
10. Understand the signs and treatment of hyperthermia, hypothermia and water inhalation	10.1. Describe the clinical signs and treatment of a dog with hyperthermia
	10.2. Describe the clinical signs and treatment of a dog who has suffered water inhalation
	10.3. Describe the clinical signs and treatment of a dog with hypothermia
	10.4. Explain how to take any required temperature measurements during Canine Emergency First Aid
11. Understand the signs and treatment of a dog having a convulsion	11.1. Describe the signs and treatment of a dog having a convulsion
12. Understand signs and treatment of Gastric Torsion	12.1. Describe the clinical signs, treatment and prevention of gastric torsion or gastric dilation (bloat)
13. Understand different types of burns	13.1. Describe three types of burns
	13.2. Describe the treatment of one type of burn
	13.3. Describe the clinical signs and treatment required for electrocution
14. Understand what is required in a Canine Emergency First Aid kit and how to communicate in emergency situations	14.1. Describe the information you may need to have and communicate to a vet in emergency cases
	14.2. List the basic content required in a Canine Emergency First Aid kit

Assessment information

All Assessment Criteria must be evidenced. For guidance on assessment, including principles of assessment and methods which may be used, Training Providers should consult the iPET Network's Assessment Methods and the 'Assessment' section of the iPET Network Handbook, both available on our website www.ipetnetwork.co.uk.

Sector Subject Area (SSA)	3.3
Date from which unit will be available for Candidates	10/06/2020
Unit review date	09/06/2025

10. Suggested learning resources

Unit	Suggested learning resources
Canine Emergency First Aid	<p>Literature</p> <p>Veterinary Notes for Dog Owners Published by Stanley Paul, 1990 ISBN: 0-091-73817-2</p> <p>First Aid for Dogs: An Owner's Veterinary Guide By Andrew Gardine. PUBLISHER The Crowood Press Ltd ISBN 100851318290 ISBN 139780851318295</p> <p>Websites www.defra.gov.uk www.pdsa.org.uk www.dogstrust.org.uk www.bluecross.org.uk http://www.legislation.gov.uk/ukpga/2006/45/contents</p>

11. Supporting documents and general

The following documents contain essential information for Training Providers delivering iPET Network qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to www.ipetnetwork.co.uk or the web portal.

iPET Network Training Provider Manual
 iPET Network Quality Assurance Requirements
 iPET Network Assessment Strategy
 Malpractice and Maladministration Policy and Procedure (including Sanctions)

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 Tel: 0800 433 4700 Email: info@ipetnetwork.co.uk
 Web: www.ipetnetwork.co.uk
 Office Hours: Monday to Thursday - 9am to 5pm
 Friday - 9am to 1.30pm