iPET Network

Level 3 Award in Canine First Aid

Qualification Number - 610/3597/X

Qualification Specification

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

Our Mission

EDUCATION FOR PEOPLE, FOR PETS, FOR THE FUTURE
To be the Awarding Organisation of choice for Training Providers, Employers and Learners in the Animal Care and Veterinary Science Sector.

We demand the highest standard of practice to ensure our suite of qualifications work: they work for pets who deserve the best care; they work for learners giving valuable skills, and they work for Training Providers with strong market appeal.

Leading the way:

iPET Network is an Awarding Organisation regulated by Ofqual, CCEA Regulation and Qualifications Wales, specialising in qualifications in the Animal Care and Veterinary Science sector. iPET Network is a sector-specific Awarding Organisation and are constantly developing innovative animal care and veterinary science qualifications in the industry. We are unique in our approach to development, design and awarding of qualifications through the range of services and support we offer. Additionally, iPET Network is an End-point Assessment Awarding Organisation (EPAO) for English Apprenticeship standards and offers Professional Development Recognition (PDR) of unregulated educational courses.

Our approved Training Providers have exclusive access to our portfolio of qualifications, courses, learning materials and assessment strategies. We offer an inclusive opportunity to join a diverse network of forward-thinking professionals across the UK, Ireland, Europe and internationally.

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

We have developed robust systems at the forefront of technology that include extensive resources, quality learning materials and varied assessment methods. Our centralised platform makes it simple for Training Providers and their teams to deliver, manage, mark and quality assure all in one place. We provide access to training and updates through standardisation to uphold modern best practice.

Organisations of many different types, who want to deliver education, can join iPET Network, taking advantage of becoming a direct approved Training Provider. With transparent fees and packages to suit every size of organisation from sole traders to limited companies, colleges and large employers.

An exciting and supportive community:

We practice what we preach - the iPET Network team has extensive experience and knowledge of working in the animal care, veterinary science and education sector. We provide support, advice and Continual Professional Development to help Training Providers offer the best standard of education and to inspire the future generation of the industry. We believe in removing learning barriers and working with Candidates of all abilities to help them reach their full potential.

Contents

1. About This Qualification

The **iPET Network Level 3 Award in Canine 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 emergencies such as how to treat injury, dress 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 of the sector.

Objectives of the Qualification

This qualification has been designed to enable Candidates to:

- Know the objectives of first aid
- Understand how to manage canine behaviour in emergency situations.
- Understand DR ABC (primary survey) of the canine including how to take temperature, pulse and respiration rate.
- Understand the examination of an injured animal and the actions to take to manage shock.
- Be able to record the pulse rate, respiration rate, apply a bandage to a dog and conduct CPR on a mannequin.
- Know the different types of wounds and fractures and appropriate first aid treatment
- Understand the management, signs necessary first aid treatment of choking, stings, poisoning, hyperthermia, hypothermia, water inhalation, convulsion, gastric torsion, burns and electrocution.
- Understand what is required in a canine emergency first aid kit and how to communicate in emergency situations

Depending on the needs of the Candidate, the qualification can:

- Prepare individuals to progress to another qualification in the same subject area, studying at a higher level or a qualification requiring more specific knowledge, skills and understanding.
- Improve employability skills.
- Encourage engagement in learning.

Suggested progression following completion of the qualification:

- iPET Network Level 4 Award in Canine Emergency First Aid in the Workplace

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

The iPET Network Level 3 Award in Canine First Aid is a regulated qualification.

Guided Learning Hours (GLH)

Guided Learning Hours (GLH) are defined by the [Apprenticeships, Skills, Children and Learning Act, 2009](#) as the number of hours the Candidate spends:

- Being taught or given instruction by a lecturer, tutor, supervisor or other appropriate provider of education or training, or
- Otherwise participating in education or training under the immediate guidance or supervision of such a person.

GLH does not include time spent on unsupervised preparation or study, whether at home or otherwise.

iPET Network has calculated the GLH for this qualification representing an estimate of the amount of actual guided learning which could reasonably be expected to be required to achieve the standard required to obtain the qualification.

Estimated GLH will be stated for each unit which should be used by Training Providers as a guide for devising teaching and learning plans. GLH may be recorded within the e-portfolio (if being used) or within the Candidate Hours Log (if the e-portfolio is not used).

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 independent, unsupervised study. Individual Learners' requirements and individual teaching styles mean there will be variation in the actual time taken to complete a qualification. Values for Total Qualification Time are estimates as some Candidates will be able to achieve units and qualifications within a shorter time than indicated. Others, for example those with additional support requirements, may need longer.

Guided Learning Hours and Total Qualification Time for this qualification are:

iPET Network Level 3 Award in Canine First Aid:

GLH (Guided Learning Hours): 6 hours

TQT (Total Qualification Time): 9 hours

Qualification Delivery Requirements

Due to the practical nature of this qualification, the practical observations must take place **face-to-face, in person**. **Remote** practical observations may only take place if they are conducted live (not pre-recorded), all Candidates have access to the required resources and suitable provision is made to ensure the thorough assessment of all tasks carried out e.g., careful checking of bandage tension.

The remainder of the qualification may be delivered as the Training Provider sees fit, ensuring that Guided Learning Hours requirements are met. As part of the application to deliver, Training Providers must be able to

evidence how they intend to deliver the qualification, including the methods by which they will achieve the estimated GLH and TQT.

2. Candidate Requirements

Entry Requirements

All Candidates must meet the following criteria:

- Be capable of working at Level 3 or above.

All Candidates will be screened via an initial assessment with the Training Provider to ensure their suitability for the registration on the qualification. Whilst the above criteria form the basis of eligibility, Candidates may be registered at the Training Provider's discretion.

Minimum Age

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

Training Providers ought to satisfy themselves 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 this qualification is designed to be accessible and inclusive. The assessment methodology is appropriate and rigorous for individuals or groups of Candidates.

iPET Network is an inclusive organisation and operates in line with legislation set out in the Equality Act, 2010. It should be noted that any Candidate registering for an iPET Network qualification, must be able to meet the assessment criteria (theoretical and practical), with appropriate reasonable adjustment where required, in order to be certificated.

Those Candidates with additional educational or physical needs, should discuss their support requirements with their Training Provider. Training Providers should refer to the ***Reasonable Adjustments and Special Considerations Policy*** which 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 by contacting iPET Network on info@ipetnetwork.co.uk

3. Recognition of Prior Learning (RPL)

Exemption (also known as 'Recognition of Prior Certificated Learning) - is the facility for a Candidate to claim exemption from some of the achievement requirements of an iPET Network qualification using certificated

evidence, for example certificated NQF achievement. This must be of an equivalent or higher value to an iPET Network unit but may not share the exact assessment criteria or learning aims.

Training Providers wishing to obtain further details regarding awarding of RPL should refer to the iPET Network *Recognition of Prior Learning Policy.*

4. 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
- The support and guidance they may need when working towards their qualification
- The Candidate's suitability for the 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 e.g., within a contract.

During the induction, Candidates must be made aware of academic malpractice and the consequences of committing malpractice such as plagiarism or cheating. Please see iPET Network's *Malpractice and Maladministration Policy and Procedure (including sanctions)* for details of indicative sanctions against Candidates.

5. Achieving the Qualification

Unit Achievement

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

Authentication of the Candidate's Work

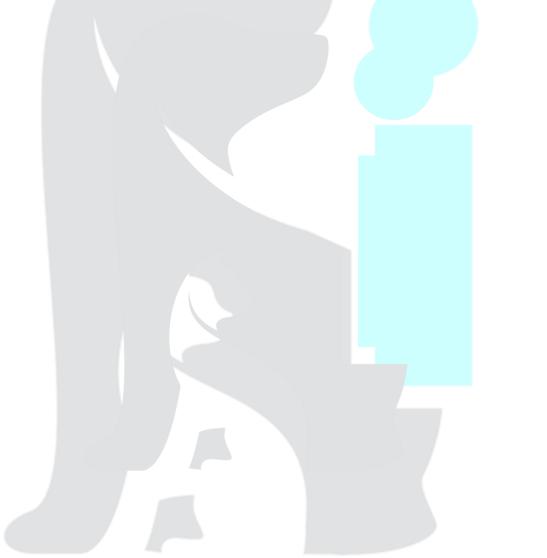Tutors must demonstrate that the Candidate's work is authentic. This can be done through using iPET Network's e-portfolio system which provides secure access to each Candidate or through use of an alternative e-portfolio system. If a Training Provider is using paper-based portfolio, they must be able to demonstrate authenticity of the work and must provide transparent feedback from marking to internal quality assurance.

Assessments must demonstrate authenticity please refer to assessment methods in the Qualification Handbook.

Duration of Registration

All Candidates will be registered with iPET Network for a period of 12 months. Failure of the Candidate to complete the qualification during this timeframe will incur an additional charge for re-registration. Please refer to your *Terms and Conditions* for further details. Extension to registration may be obtained with written permission under specific extenuating circumstances. Please contact iPET Network for advice regarding extensions to registration.

6. Qualification Structure

Units

iPET Network Reference No.	Title	Level	GLH	TQT	Unit Reference number
391	Canine First Aid	3	6	9	M/650/9536
		TOTALS	6	9	

Level Descriptor

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.

7. Assessment

This qualification requires achievement of the specified units and summative assessments. The assessment process is as follows:

1. Assessments are developed by iPET Network and provided to the Training Provider or assessments may be devised by the Training Provider and approved by iPET Network in advance
2. The assessment is then delivered and implemented by the relevant iPET Network approved Training Provider

3. All Tutors involved in the assessment process must have been approved by iPET Network, on an individual basis, in advance of any assessments being carried out
4. Compiled portfolios of assessed evidence are internally quality assured by an iPET Network approved Internal Quality Assurer (IQA) via remote sampling.
5. Completed portfolios of assessed evidence are then quality assured by an External Quality Assurer (EQA) approved by iPET Network.

Assessment Method

Assessment is through a Portfolio of Evidence/Workbook and Practical Observation.

Specimen Assessment Materials

Specimen assessment materials are not available for this qualification.

Marking

These assessments are pass or fail and the Assessor's decision is final. The use of artificial intelligence to mark any candidate's work is strictly prohibited.

*Please note re-assessments are permitted.

Qualification Grading

This qualification is graded pass or fail and the Assessor's decision is final.

Appeals

To ensure a fair assessment procedure is carried out, the Candidate must be fully briefed on the assessment requirements and given instructions on their right to appeal an assessment decision. All Training Providers must have an up-to-date appeals procedure.

What Constitutes a Fail?

It is at the Tutor's professional discretion if they pass or fail the Candidate. It is recommended that all elements of each assessment criteria are met and that all knowledge activities are completed.

Examples of what may constitute a fail (theory)(list is not exhaustive):

- Plagiarism
- Irrelevant content
- Incomplete knowledge
- Incomplete coverage of an assessment criterion

Examples of what may constitute a fail (practical) (list is not exhaustive):

- Failure to address one or more of the assessment criteria
- Unsafe practice or behaviour
- Practice of behaviour that compromises animal welfare
- Poor standard of bandaging

When making an assessment decision it is important that all evidence and feedback is documented to support the assessment decision whether it is a pass or fail. If the decision is a fail, then the Candidate must be provided with support and the opportunity to re-sit the assessment once they are ready.

8. 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 member of the Quality Team to support the Training Provider. Any queries or difficulties should be directed to the allocated Team member or if they are not available, via the iPET Network office on 0800 433 4700.

Approval to Offer the Qualification

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

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.

In addition, to gain approval to offer the qualification, Training Providers must apply by submitting an iPET Network *Qualification Approval Form* which can be downloaded from the website.

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 approval process that each Training Provider offering units from iPET Network qualifications must provide assessment materials and Candidate evidence for standardisation if requested.

iPET Network will notify Training Providers of the required sample(s) for standardisation purposes. Assessment materials, Candidate evidence and Tutor feedback must 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 provides all 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 who 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 Provider's 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 Learner Number (ULN) on behalf of the Candidates is included in the *iPET Network Training Provider Manual*.

Training Provider Responsibilities

Each Training Provider should identify a named contact person 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.

9. Appendix A – Requirements to Offer This Qualification

To offer this qualification, Training Providers must ensure that Tutors involved in delivery and assessment are professionally competent to do so. This means Training Providers must ensure that Tutors have the following qualifications/experience:

1. Subject-specific Qualifications		2. Teaching Qualification
Tutors must possess at least **one** of the following:		Tutors must possess at least **one** of the following:
• the iPET Network Level 3 Award in Canine Emergency First Aid • the iPET Network Level 3 Award in Canine First Aid • OCNWM accredited Canine First Aid course OR The following Dog Grooming Diplomas that include Canine First Aid: • iPET Network Level 3 Diploma in Dog Grooming and Salon Management • City & Guilds Level 3 Diploma in Dog Grooming • OCNWM Level 3 Diploma in Dog Grooming • AIM Level 3 Diploma in Dog Grooming OR • Veterinary Medicine or Science / Veterinary Nursing regulated qualification • Registered Veterinary Nurse (RVN) • Veterinary Surgeon (MRCVS)	**AND**	• iPET Network Level 3 Award for Educators in the Canine and Feline Sector • Level 3 Award in Education and Training; or • Level 4 Certificate in Education and Training; or • Level 3 or 4 PTLLS (or equivalent).

If no formal teaching qualification is held, it will be a requirement that a teaching qualification is achieved within 12 months of approval.

Evidence of qualifications and experience must be provided in the form of original certificates, detailed CV and employer references. iPET Network reserves the right to request additional information in support of Training Provider/Tutor applications e.g., client reviews.

Training Providers must also ensure that they have in place an Internal Quality Assurer 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 in dog behaviour and training
- Is familiar with the assessment requirements of the qualification for which they are the Internal Quality Assurer

  Or,

Gold package registrations are used with iPET Network *(Refer to Training Provider Fees)*

10. Qualification Unit Breakdown and Assessor Guidance

iPET NETWORK
International Pet Education and Training

Unit title:	Canine First Aid
Level:	3
GLH:	6
TQT:	9
Unit code:	391
Unit reference number:	M/650/9536
Unit aim:	The aim of this unit is to provide the knowledge, understanding and skills of canine first aid, including when to call the vet and how to dress wounds, who can administer 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.
Number of learning outcomes	15

Learning Outcomes	Assessment Criteria
The learner will:	The learner can:
1. Know the requirements of canine emergency first aid including who can administer it	1.1. State the objectives of canine emergency first aid
	1.2. Identify who can perform first aid on dogs in emergency situations
2. Understand how to manage canine behaviour during emergency situations	2.1. Explain the techniques and tools to manage canine behaviour in an emergency situation
3. Understand the classification of emergencies	3.1. Identify the three main classifications of emergency
	3.2. Describe example emergency situations within each classification
	3.3. Assess the difference between collapsed and unconscious dogs
4. Understand the DR ABC (Primary Survey) of canine first aid and actions to take	4.1. Explain what is meant by DR ABC in canine emergency first aid and the steps involved in making this assessment
5. Understand how to put a dog in the recovery position	5.1. Describe the procedure to put a dog in the recovery position
6. Understand the examination of an injured animal and the actions to take to manage shock	6.1. Explain the examination of an injured animal
	6.2. Describe the clinical signs and management of a dog suffering from shock
	6.3. State 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. Record the pulse rate of a dog with accuracy
	7.2. Record the respiration rate of a dog with accuracy
	7.3. Conduct CPR on a CPR mannequin
8. Know how to dress and treat wounds and fractures	8.1. Classify different types of wounds
	8.2. Describe the emergency treatment of wounds
	8.3. Classify and describe different types of fracture
	8.4. Explain the signs and emergency treatment of a fracture

9. Be able to dress and treat wounds	9.1. Apply a dressing on a dog
10. Understand managing choking, stings and poisoning and the necessary first aid treatment	10.1. Explain how to manage choking and perform abdominal thrusts on a dog
	10.2. Explain how to treat insect stings and snake bites
	10.3. Identify common household poisonous substances
	10.4. Explain the clinical signs, emergency treatment and prevention of poisoning in a dog
11. Understand the signs and treatment of hyperthermia, hypothermia and water inhalation	11.1. Describe the clinical signs and treatment of a dog with hyperthermia
	11.2. Describe the clinical signs and treatment of a dog who has suffered water inhalation
	11.3. Describe the clinical signs and treatment of a dog with hypothermia
	11.4. Explain how to take temperature measurements during canine emergency first aid
12. Understand the signs and treatment of a dog having a convulsion	12.1. Describe the clinical signs and treatment of a dog having a convulsion
13. Understand signs and treatment of gastric torsion	13.1. Describe the clinical signs, treatment and prevention of gastric torsion or gastric dilation (bloat)
14. Understand different types of burns and electrocution in canines	14.1. State three types of burns
	14.2. Describe the treatment of one type of burn
	14.3. Describe the clinical signs and treatment required for electrocution
15. Understand what is required in a canine emergency first aid kit and how to communicate in emergency situations	15.1. Describe the information you may need to have and communicate to a vet in emergency cases
	15.2. 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 'Assessment' section of the iPET Network Qualification Handbook and relevant policies.

Sector Subject Area (SSA)	3.3
Date from which qualification will be available for learners	12/01/2024
Qualification review date	12/01/2027

11. Suggested Learning Resources

Qualification	Suggested Learning Resources
Level 3 Award in Canine First Aid	**Literature** **The Dog: Its Behaviour, Nutrition and health** Published by Wiley-Blackwell, 2023 (3rd edition) ISBN: 1119036763 Case, L**.** **The Dog Groomer's Manual: A Definitive Guide to the Science, Practice and Art of Dog Grooming** The Crowood Press Ltd; 1 edition (4 July 2014) ISBN-10: 1847975909 ISBN-13: 978-1847975904 Gould, S. **The A to Z of First Aid and Emergency Care for Dogs and Cats: How to save an ill or injured pet** Published by: CreateSpace Independent Publishing Platform, 2014 ISBN: 1-493-71045-1 Glover, A. **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**

12. 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, the web portal or SharePoint.

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

Document Control

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Document Number: Q149

Date of Correction	Version Number	Correction Reason
	1	