

<b>Title</b>	<b>Provide companion animal welfare during a CDEM emergency</b>		
<b>Level</b>	<b>3</b>	<b>Credits</b>	<b>3</b>

<b>Purpose</b>	<p>This unit standard is intended for people working in a welfare centre during a CDEM emergency who may be required to work with animals.</p> <p>People credited with this unit standard are able to: demonstrate knowledge of ethical behaviour in relation to care and handling of companion animals; establish an animal reception area; receive companion animals at the welfare centre; perform safe handling of companion animals; and care for companion animals on a daily basis during a CDEM emergency; and release companion animals from CDEM emergency custody.</p>
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<b>Classification</b>	Civil Defence > Civil Defence Operation
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<b>Available grade</b>	Achieved
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**Explanatory notes**

- 1 Definitions  
*Civil Defence Emergency Management (CDEM)* means the application of knowledge, measures, and practices that are necessary or desirable for the safety of the public or property; are designed to guard against, prevent, reduce, or overcome any hazard or harm or loss that may be associated with any emergency; and includes, without limitation, the planning, organisation, co-ordination, and implementation of those measures, knowledge, and practices.  
*Organisation* is an agency engaged in CDEM.
- 2 Assessment against this unit standard may be conducted in a simulated emergency.
- 3 For the purpose of assessment against this unit standard, the candidate must comply with the welfare plan of the organisation or CDEM Group. The welfare plan identifies welfare services to be provided, the organisation(s) responsible for each service and that or those organisations' internal structures.
- 4 Performance of the outcomes in this unit standard must comply with the Civil Defence Emergency Management Act 2002, Health and Safety in Employment Act 1992, and *Companion Animal Module for Companion Animal Practices* (Wellington: New Zealand Veterinary Association, 2006), available at <http://vets.org.nz>.
- 5 The CDEM organisation's requirements or standard operating procedures (SOPs) refer to policies and procedures on safety and operation set down by each CDEM service employer or agency or host organisation.

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## Outcomes and evidence requirements

### Outcome 1

Demonstrate knowledge of ethical behaviour in relation to care and handling of companion animals during a CDEM emergency.

#### Evidence requirements

1.1 Ethical behaviour is described in terms of the relationship between the caregiver, welfare centre staff and spontaneous volunteers.

Range may include but is not limited to – care, wellbeing, treatment to level of competence, confidentiality, consent forms, referrals.

1.2 Issues relating to ethics are described in terms of animal care, welfare, and the legislation and guidelines referred to in special note four.

### Outcome 2

Establish an animal reception area during a CDEM emergency.

#### Evidence requirements

2.1 Appropriate space is identified for the reception and registration of companion animals in accordance with the organisation's SOPs.

Range may include but is not limited to – location, shelter, administration area, access to water and power, seating for owners, noise control.

2.2 Reception area is prepared in accordance with the organisation's SOPs.

Range may include but is not limited to – enclosures, utilities, food, bedding, waste disposal, paperwork, and equipment.

### Outcome 3

Receive companion animals at the welfare centre during a CDEM emergency.

#### Evidence requirements

3.1 Animal is allocated to an enclosure according to individual animal requirements, in a manner that avoids conflict with other animals in accordance with the organisation's SOPs.

Range may include but is not limited to – small, medium and large dogs, cats, fish, birds.

3.2 Reception of animals is documented in accordance with the organisation's SOPs.

3.3 Welfare centre manager is advised of animals with special requirements in accordance with the organisation's SOPs.

Range may include but is not limited to – injury, working dogs, medications, behaviour, characteristics, special dietary requirements.

#### **Outcome 4**

Perform safe handling of companion animals during a CDEM emergency.

Range may include but is not limited to – docile, irritable, pregnant, injured and unwell companion animals.

#### **Evidence requirements**

4.1 Companion animals are handled safely for routine activities without injury or stress to the animal and the handler in accordance with the organisation's SOPs.

Range catching, carrying, transport, leading, exercise.

4.2 Companion animals are restrained safely for routine procedures in a manner that causes minimum stress or injury to the animal, owner/handler or CDEM personnel in accordance with the organisation's SOPs.

#### **Outcome 5**

Care for companion animals on a daily basis during a CDEM emergency.

#### **Evidence requirements**

5.1 Animals are fed and watered according to individual animal requirements in accordance with the organisation's SOPs.

5.2 Feed preparation areas, storage areas, and equipment are maintained in accordance with the organisation's SOPs.

5.3 Animals are exercised according to individual animal requirements in accordance with the organisation's SOPs.

5.4 Signs of abnormal health and behaviour are recognised and reported to welfare centre manager in accordance with the organisation's SOPs.

Range may include but is not limited to – movement, physical appearance, general demeanour, appetite.

5.5 Animal housing is cleaned and maintained according to health status of the animal and in accordance with the organisation's SOPs.

- 5.6 Wastes are collected, stored and disposed of in a manner that prevents cross-contamination and in accordance with local authority regulations and the organisation's SOPs.

## Outcome 6

Release companion animals from CDEM emergency custody.

### Evidence requirements

- 6.1 Ownership or authorisation for the removal of animal from centre is confirmed in accordance with the organisation's SOPs.
- 6.2 Relevant information is provided to owner or agent in accordance with the organisation's SOPs.
- 6.3 Release documentation is completed in accordance with the organisation's SOPs.

<b>Planned review date</b>	31 August 2014
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### Status information and last date for assessment for superseded versions

Process	Version	Date	Last Date for Assessment
Registration	1	23 April 2007	N/A
Rollover and Revision	2	18 July 2013	N/A

<b>Consent and Moderation Requirements (CMR) reference</b>	0223
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This CMR can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

### Please note

Providers must be granted consent to assess against standards (accredited) by NZQA, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be granted consent to assess against standards by NZQA before they can register credits from assessment against unit standards.

Providers and Industry Training Organisations, which have been granted consent and which are assessing against unit standards must engage with the moderation system that applies to those standards.

Requirements for consent to assess and an outline of the moderation system that applies to this standard are outlined in the Consent and Moderation Requirements (CMR). The CMR also includes useful information about special requirements for organisations wishing

to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

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**Comments on this unit standard**

Please contact the Fire and Rescue Services Industry Training Organisation (EmQual) [info@emqual.org.nz](mailto:info@emqual.org.nz) if you wish to suggest changes to the content of this unit standard.