Becoming an authorised identifier (microchipping)

RSPCA NSW Training Team RTO Code: 70238

What subject do I study?

ACMMIC401 Implant Microchip in Cats and Dogs.

What are the requirements?

You must be employed full-time or part-time with RSPCA NSW in an animal care role. Alternatively, you may be employed full-time or part-time with RSPCA NSW in a role that enables you to have regular, ongoing contact with animals. Your manager must approve your application to study, and must contact an assessor in the Community Team to apply on your behalf. Please note that not all applications can be accepted. The assessors will review each application and make a decision regarding whether the training request can be accommodated.

You cannot enrol in any accredited training without a Unique Student Identifier (USI) number. This is a federal requirement, so if this number has not been supplied on your enrolment form, you will not be eligible to undertake the training.

What will be expected of me?

You will be required to attend a theory day before undertaking any microchipping. These are scheduled throughout the year and posted on the intranet calendar.

Following the theory day, you are required to submit a Student Activities and Assessment book within two (2) weeks of the theory day. You are also required to complete and submit a practical logbook within twelve (12) weeks.

The logbook requirements are as follows:

- You must microchip only under the supervision of a registered veterinarian who is also an authorised identifier. There are no exceptions to this. Other authorised identifiers are not permitted to be supervisors.

- You are required to microchip ten (10) animals under supervision. The ten (10) animals must be made up of a minimum of three (3) cats, a minimum of three (3) dogs, plus four (4) cats or dogs.

- The training package also stipulates that animals cannot be anaesthetised or sedated for microchipping.

- You are responsible for arranging animals to microchip and a supervising veterinarian.

What happens next?

You need to return your completed activities book (within two weeks) and your completed logbook (within twelve (12) weeks) to the trainer who ran your theory day. Their contact details will be provided on the day. Please make copies of your completed books for your own records before returning them. This way, in the event the books are lost in internal mail, you will not have to re-do them.

Once the completed activities booklet and logbook have been returned, they will be marked by your assessor. If you have been deemed competent, you will receive a 'Statement of Attainment in ACMMIC401 Implant Microchip in Cats and Dogs'. An application will then be made on your behalf to the Office of Local Government (OLG) for your authorised identifier's number. You cannot microchip until you receive this number. This process can take several weeks. RSPCA NSW are not provided with your authorised identifier's number, so if you do not receive it or you lose it, you will need to contact the OLG.

Staff

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RSPCA NSW Training Team's obligations

The RSPCA NSW Training Team is responsible for the quality of training and assessment in compliance with the Australian Skills Quality Authority's Standards for Registered Training Organisations (RTOs) 2015, and the issuance of AQF certification documentation when a student successfully completes the qualification.

Student rights and obligations

Full details of student rights and details of the RSPCA NSW Training Team's complaints and appeals processes can be found in the RSPCA NSW Training Team's Student Handbook. This handbook can be downloaded from rspcansw.org.au/what-we-do/training/microchip-implantation. Student obligations can also be found in the Student Handbook.

What happens if I finish working at the RSPCA?

If your employment in an animal care role with RSPCA NSW ceases for any reason, your enrolment in the course will be terminated. The cost of the course for non-staff members is $440.

Disclaimer

Enrolment in this course does not guarantee that a student will successfully complete the course.

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