**Learner Unit Achievement Checklist**

**SEG Awards Level 3 Certificate in Dog Grooming**

**610/3151/3**

###### SEG Awards Level 3 Certificate in Dog Grooming

## Centre Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Learner Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**K/650/8238 Basic Cutting and Tidying Dogs Coats - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Carry out the process of confirming the suitability of the: Environment Tools Equipment ensuring they are clean and safe to use |  |  |  |  |
| **2.1** Identify types of coats for dog breeds**2.2** Identify the potential signs and symptoms of stress in dogs**2.3** Describe how to reduce stress on the dog whilst grooming**2.4** Demonstrate the correct handling and restraint techniques and Personal Protective Equipment whilst grooming**2.5** Demonstrate the checks required before starting work on the dog’s coat**2.6** Describe methods of removing excess hair on a dog’s coat**2.7** Demonstrate using techniques and equipment appropriate for removing excess hair from the dog’s coat**2.8** Ensure equipment is prepared, used and maintained in a safe and effective condition throughout |  |  |  |  |
| **3.1** Explain the term ‘dead coat’**3.2** Demonstrate identifying areas of the dog that require clipping**3.3** Demonstrate appropriate techniques and equipment to remove mats, tangles and knots from a dog’s coat**3.4** Explain the process if a dog is accidentally injured during grooming**3.5** Explain the process if a dog has poor health or is found to have abnormal conditions during grooming |  |  |  |  |
| **4.1** Identify different dog coat types**4.2** Explain different trimming styles used to produce round and clean head shapes**4.3** Explain the terms: ‘cat foot’ ‘clipping with the coat’ ‘clipping lines’**4.4** Explain the process of rough clipping**4.5** Explain the correct handling and restraint techniques and how these promote confidence and cooperation in dogs**4.6** Demonstrate the selection of correct clipper blades to be used subject to the dog’s coat and breed**4.7** Describe areas of the dog where specific care should be taken when clipping**4.8** Explain the actions to take if equipment is faulty or damaged |  |  |  |  |
| **5.1** Demonstrate the selection of clipper blades and how to hold and use them correctly**5.2** Demonstrate completing basic cuts in accordance with client’s requests and the dog breed**5.3** Demonstrate clip coats to produce round and clean head shapes**5.4** Demonstrate producing cat and clean foot shapes**5.5** Explain the importance of and how to complete methods of maintaining equipment for use**5.6** Describe the process to be followed if equipment is damaged or faulty |  |  |  |  |

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**J/650/8237 Animal Health and Welfare - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Demonstrate working with animals in a way that promotes health and welfare, in line with legislation and minimises the likelihood of stress and injury**1.2** Enable animals to have the opportunities to maintain physical functioning using sufficient and effective opportunities to move**1.3** Demonstrate how to monitor the physical condition and behaviour of the animal**1.4** Demonstrate reporting the physical condition and behaviour of animals in accordance with organisational requirements**1.5** Demonstrate the accurate recording of five abnormal signs that could indicate welfare issues**1.6** Demonstrate the accurate reporting of five abnormal signs that could indicate welfare issues**1.7** Demonstrate two procedures to promote an animal’s health and welfare**1.8** Demonstrate the recording and reporting of the reaction of the animal to the procedures undertaken**1.9** Demonstrate immediately sourcing assistance during an emergency to the animal’s health or welfare**1.10** Demonstrate taking the appropriate action to the emergency situation |  |  |  |  |
| **2.1** Maintain health and safety whilst working with animals**2.2** Maintain consistent working in accordance with relevant legislation, codes of practice and any additional requirements**2.3** Demonstrate safe waste disposal, in line with relevant legislation and guidelines |  |  |  |  |
| **3.1** Describe different ways to work with animals which promote health and welfare**3.2** Explain how to minimise stress and injury when working with animals**3.3** Explain the visual signs and indications of potential issues with animal health and welfare**3.4** Explain two types of preventative care used in the maintenance of animal health and welfare**3.5** Describe how factors in the environment may be adjusted to maintain animal health and welfare**3.6** Outline the importance of an adequate water supply being provided to animals |  |  |  |  |

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Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**L/650/8239 Assess and Plan Dog Grooming Work - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Assess the appearance of the dog**1.2** Evaluate the work taking into account the client’s requests, breed of dog and its appearance**1.3** Plan the work taking into account the client request, breed of dog and its appearance**1.4** Plan the required trimming methods to be used**1.5** Outline potential issues which may occur**1.6** Explain how the potential issues can be effectively dealt with |  |  |  |  |
| **2.1** Explain the importance of effectively maintaining equipment prior to use**2.2** Prepare and maintain equipment safely and effectively**2.3** Use appropriate tools and equipment to complete dog grooming work**2.4** Maintain accurate records of client requests and dog grooming work plans |  |  |  |  |
| **3.1** Demonstrate consistent safe working practices following legislation, codes of practice and any additional requirements**3.2** Demonstrate the completion of work in a manner which minimises environmental damage**3.3** Manage and dispose of waste in accordance with legislative requirements |  |  |  |  |

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Notes to learners – this checklist is to be completed, to show that you have met all the mandatory and required optional units for the qualification.

**T/650/8240 Canine Health and First Aid - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Explain the restrictions of current legislation that need to be considered when dealing with an emergency**1.2** Explain the objectives of canine first aid**1.3** Identify who can perform emergency canine first aid |  |  |  |  |
| **2.1** Explain the three main classifications of emergency**2.2** Describe two potential emergency situations for each classification |  |  |  |  |
| **3.1** Describe the key areas to examine on an injured dog |  |  |  |  |
| **4.1** Outline the meaning of the ABC of canine first aid**4.2** Outline the ABC steps to complete when examining an injured dog**4.3** Record with accuracy key elements of canine first aid on a live dog to include: Pulse rate Respiration rate **4.4** Describe the differences between unconsciousness and collapse in the dog**4.5** Describe the clinical signs and management of a dog suffering from shock**4.6** Describe the clinical signs and treatment of gastric dilation in a dog**4.7** Describe the key clinical signs of impending cardiopulmonary arrest |  |  |  |  |
| **5.1** Explain the process of putting a dog into the recovery position**5.2** Demonstrate conducting CPR on a CPR manikin |  |  |  |  |
| **6.1** Describe the clinical signs of different types of haemorrhage in a dog**6.2** Identify different types of wounds**6.3** Explain the key steps when providing emergency first aid to treat a wound on a dog**6.4** Demonstrate the dressing of a wound on a live dog |  |  |  |  |
| **7.1** Explain the process of performing the Heimlich manoeuvre on a dog**7.2** Explain the process of treating insect stings and bites on a dog**7.3** Identify common poisonous substances found in the home**7.4** Outline the steps of the emergency procedure to follow when a dog is poisoned |  |  |  |  |
| **8.1** Describe the clinical signs and treatment of a dog with hyperthermia**8.2** Explain the process of taking any required temperature measurements from a dog during an emergency**8.3** Describe the clinical signs and treatment of a dog who has drowned |  |  |  |  |
| **9.1** Describe the clinical signs and treatment of a dog having a convulsion**9.2** Describe the clinical signs and treatment of a dog suffering from electrocution |  |  |  |  |
| **10.1** Identify different types of burns**10.2** Describe the process of treating one type of burn on a dog |  |  |  |  |
| **11.1** Describe how to deal with a client’s dog in an emergency including the information required to communicate to the veterinary surgeon**11.2** Identify the basic contents of a canine first aid kit |  |  |  |  |

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**Y/650/8241 Dog Grooming Health Checks on a Dog - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Demonstrate completing a full health check by assessing the appearance of a dog**1.2** Demonstrate identifying key anatomical points and appropriate movement of a dog |  |  |  |  |
| **2.1** Describe the required information and records to monitor and report on a dog’s health status**2.2** Demonstrate the monitoring and recording of a dog’s appearance and health status**2.3** Outline the importance of good communication with clients**2.4** Describe health and safety, animal welfare legislation in addition to organisational policies**2.5** Demonstrate the correct handling and restraint techniques and Personal Protective Equipment whilst grooming**2.6** Describe the visual and physical signs of stress and any contraindications**2.7** Explain how visual and physical signs of stress and contraindications can be minimised**2.8** Outline the importance of handling and restraint equipment and methods when completing full dog health checks**2.9** Identify the normal appearance of a dog’s appearance including gums, teeth, nose, eyes, skin/coat, limbs, genital area, body condition**2.10** Describe visual signs of good health according to appearance, posture, movement, behaviour, bodily function and social interaction**2.11** Describe visual signs of poor health according to appearance, posture, movement, behaviour, bodily function and social interaction**2.12** Explain the clinical signs and treatment of endoparasitic and ectoparasitic infections**2.13** Explain how dogs being ‘in season’ can cause risks in the grooming room |  |  |  |  |
| **3.1** Outline the requirements of the salon to meet dog welfare**3.2** Explain the promotion of health and welfare during dog grooming**3.3** Describe the different ‘preventative care’ types used for dogs**3.4** Describe possible emergency first aid situations and the correct procedures to follow if necessary**3.5** Describe possible defects in breeds that could impact the dog’s health when grooming**3.6** Explain potential adjustments when grooming that could be put in place to account for possible defects in breeds**3.7** Outline the body systems in a dog which maintain temperature control**3.8** Demonstrate monitoring and regulating the natural temperature in dog’s body systems |  |  |  |  |

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**A/650/8242 Engaging with Dog Grooming Clients - Mandatory Unit**

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| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Demonstrate appropriately welcoming clients to the organisation**1.2** Demonstrate effective and appropriate communication with clients**1.3** Demonstrate preparing the relevant information for a new client during the initial consultation**1.4** Demonstrate dealing with clients on the site in accordance with their needs and organisational requirements**1.5** Demonstrate dealing with clients in a way which promotes health and safety**1.6** Explain how to promote a positive first impression customer loyalty, and customer confidence |  |  |  |  |
| **2.1** Demonstrate effective management of client complaints in accordance with organisational requirements**2.2** Explain how to provide actions and solutions when dealing with client complaints**2.3** Demonstrate maintaining customer confidence by taking the appropriate steps following complaints |  |  |  |  |

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