

**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**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Carry out and record 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** Explain 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** Describe 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** Select and use 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** Identify 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** Describe how to select the 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 dog and clean foot shapes  **5.5** Describe the process to be followed if equipment is damaged or faulty |  |  |  |  |

|  |
| --- |
| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

|  |
| --- |
| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.

## 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.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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** Monitor the physical condition and behaviour of the animal  **1.4** Analyse the physical condition and behaviour of the animal  **1.5** Report the physical condition and behaviour of animals in accordance with organisational requirements  **1.6** Record five abnormal signs that could indicate welfare issues  **1.7** Report five abnormal signs that could indicate welfare issues and state who each sign should be reported to  **1.8** Demonstrate two procedures to promote an animal’s health and welfare  **1.9** Record the reaction of the animal to the procedures undertaken  **1.10** Report recorded reaction of the animal to the procedures taken to the relevant member of staff  **1.11** Describe how to source assistance during an emergency to the animal’s health or welfare  **1.12** Explain the appropriate actions to take during the following emergency situations: A collapsed dog A catastrophic bleed The sounding of a fire alarm |  |  |  |  |
| **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** Carry out 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 |  |  |  |  |

|  |
| --- |
| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

|  |
| --- |
| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.

## 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.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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 |  |  |  |  |

|  |
| --- |
| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

|  |
| --- |
| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.

## 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.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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** Explain ways to record 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 simulated wound, whilst taking the animals pulse and respiration rate |  |  |  |  |
| **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** List the basic contents of a canine first aid kit |  |  |  |  |

|  |
| --- |
| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

|  |
| --- |
| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.

## 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.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| 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** Identify 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 (PPP) used 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 |  |  |  |  |

|  |
| --- |
| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

|  |
| --- |
| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.

## 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.

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Assessment Criteria | Evidence (Brief description/title) | Portfolio Reference | Date Completed | Comment |
| **1.1** Outline how to appropriately welcome clients to the organisation  **1.2** Demonstrate effective and appropriate communication with clients  **1.3** Describe the preparation of 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** Carry out the 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** Maintain customer confidence by taking the appropriate steps following complaints |  |  |  |  |

|  |
| --- |
| **TUTOR COMMENTS:**  **Name: Signature: Date:** |

If chosen for sampling, Internal/External Moderators must complete the following:

|  |
| --- |
| INTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |
| EXTERNAL MODERATOR COMMENTS:  **Name: Signature: Date:** |

Please ensure these forms are copied and distributed to each learner.