

iPET Network Level 3 Award in Promotion of Canine Skin, Hair and Nail Health

Qualification Number - 610/1492/8

Qualification Specification

iPET Network Level 3 Award in Promotion of Canine Skin, Hair and Nail Health Qualification Specification Doc: Q41 / Version: 2 / June 2023 © Copyright iPET Network 2023



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.



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1. About This Qualification

The **iPET Network Level 3 Award in Promotion of Canine Skin, Hair and Nail Health** has been developed to further develop the pet professional's understanding of anatomy and physiology of canine skin, hair and nails and common diseases of the skin that many pet professionals are faced with. This qualification is aimed at those working directly with dogs such as groomers, breeders, dog walkers/sitters and those in pet retail.

For those working in the canine industry, the ability to recognise signs of skin disease, use appropriate techniques and products and be able to provide education to owners supporting skin and hair health, is essential.

This qualification has been developed in line with the Veterinary Surgeons Act, 1966 in respect of what constitutes an act of veterinary surgery and does not in any way advocate or support the diagnosis and treatment of medical conditions.

The purpose of this qualification is, instead, to support pet professionals in recognition of early signs of skin disease enabling prompt signposting of clients to their veterinary surgeon. It also aims to develop awareness of their role in supporting owners and veterinary surgeons in managing skin and hair disorders.

Objectives of the qualification

This qualification has been designed to enable Candidates to:

- Develop knowledge of anatomy and physiology of canine hair and skin
- Demonstrate an in-depth understanding of canine skin, hair and nails
- Recognise and understand common skin complaints
- Apply understanding of skin anatomy and disease to own role as a pet professional
- Discuss and recognise own professional limitations, knowing when to recommend a client seeks veterinary advice
- Apply relevant theoretical knowledge to providing advice to owners on grooming, maintaining coat quality and condition

The qualification will:

- Improve employability skills
- Enhance job satisfaction through greater understanding and versatility within existing role
- Encourage engagement in learning
- 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.

Suggested progression following completion of the qualification:

- iPET Network Level 3 Diploma in Dog Grooming and Salon Management (if not already a holder)
- iPET Network Level 3 Award in Canine Emergency First Aid
- iPET Network Level 4 Award in Emergency Canine First Aid in the Workplace
- iPET Network Level 3 Diploma in Canine Nutrition.

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

The iPET Network Level 3 Award in Promotion of Canine Skin, Hair and Nail Health is a regulated qualification.



Guided Learning Hours (GLH)

Guided Learning Hours (GLH) are defined by the <u>Apprenticeships, Skills, Children and Learning Act, 2009</u> 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 Promotion of Canine Skin, Hair and Nail Health

GLH (Guided Learning Hours): 18 hours

TQT (Total Qualification Time): 50 hours

Qualification Delivery Requirements

This 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

Candidates wishing to study this qualification must have the ability to work at Level 3; however, there are no additional entry criteria.

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 the iPET Network Level 3 Award in Promotion of Canine Skin, Hair and Nail Health qualification is designed to be accessible and inclusive. The assessment methodology is appropriate and rigorous for individuals or groups of Candidates.

If you have Candidates with identified learning needs you should refer to the Reasonable Adjustment and Special Considerations Policy, available from iPET Network. This 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.

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.

5. Achieving the Qualification

Credits

To be awarded the iPET Network Level 3 Award in Promotion of Canine Skin, Hair and Nail Health, Candidates must achieve 5 credits.

Unit achievement

All of the assessment criteria in a 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 each 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 this Qualification Handbook.

Duration of registration

All Candidates will be registered with iPET Network for a period of 6 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	Credit	GLH	τοτ	Unit Reference number
345	Anatomy and Physiology of the Canine Integument	3	2	8	20	T/650/4235
346	Principles of Promoting Canine Skin, Hair and Nail Health	3	3	10	30	Y/650/4236
		TOTALS	5	18	50	

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.	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.
	Can interpret and evaluate relevant information and ideas.	Use appropriate investigation to inform actions.
	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.	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 <u>or</u> 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 1x Case Study.

Marking

These assessments are pass or fail and the Assessor's decision is final. *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. 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:

- Plagiarism
- Irrelevant content
- Incomplete knowledge
- Incomplete coverage of an assessment criterion
- Poor understanding of the limitations of pet professionals under the Veterinary Surgeons Act, 1966

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 Form** which can be downloaded from the website.

For more information, visit our website <u>www.ipetnetwork.co.uk</u>.

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 Handbook.

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. Requirements to Offer This Qualification

To offer this qualification, Training Providers must ensure that Tutors delivering this qualification have one of the following recognised professional qualifications:

- Level 3 (or above) regulated qualification in Animal Care (or similar); or
- Level 3 Diploma in Dog Grooming (C&G, OCNWM or iPET Network); or
- Level 3 Diploma in Veterinary Nursing and is an RCVS Registered Veterinary Nurse (RVN); or
- Qualified Veterinary Surgeon (MRCVS)

Or,

• Demonstrate a CV / career profile of skills, knowledge, experience and achievements. This will be accepted at the discretion of the Awarding Organisation.

And,

Hold a teaching certificate (examples detailed below) and / or are able to demonstrate their teaching experience:

- the Level 3 Award in Education and Training; or
- the iPET Network Level 3 Award for Educators in the Canine and Feline Sector; or
- the 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.

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 qualifications in dog grooming; and
- Is familiar with the assessment requirements of the qualification for which they are the Internal Quality Assurer.

Or

• Gold package registrations are used (refer to Training Provider fees)

10. Qualification Unit Breakdown and Assessor Guidance

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Unit title:	Anatomy and Physiology of the Canine Integument		
Level:	3		
Credit value:	2		
GLH:	8		
TQT:	20		
Unit code:	345		
Unit reference	T/650/4235		
number:			
Unit aim: The aim of this unit is to provide Candidates with knowledge and understand the anatomy and physiology of canine integument (skin, hair, nails, foot pads, planum), providing a basis of understanding of the normal, healthy structur appearance of the integumentary structures (both micro- and macroscopi addition, the unit will introduce concepts including how the coat varies acco to breed, how dog's coats obtain their unique colour and markings, and the gr cycle that hair undergoes regularly.		kin, hair, nails, foot pads, nasal normal, healthy structure and micro- and macroscopic). In now the coat varies according	
Number of learning outcomes	10		

Lea	rning Outcomes	Assessment Criteria		
The	e learner will:	The learner can:		
1.	Know and understand the integumentary structures and functions of skin	1.1. Recognise the structu integumentary system	-	
		1.2. Describe the key func	tions of the skin	
2. Know and understand the 3-layered structure of the skin		2.1. Describe the overall la	ayer structure of ca	nine skin
		2.2. Describe the structure epidermis	e and function of th	ie
		2.3. Describe the role of the	he cells of the epide	ermis
		2.4. Describe the basemen	nt membrane zone	
		2.5. Explain the structure and function of the derm		dermis
		2.6. Explain the structure hypodermis	and function of the	
3.	Know and understand the structure and function of the accessory structures found	3.1. Describe the main typ the skin of dogs	pes of gland found v	within
	within the dermis	3.2. Explain the blood sup	ply to the skin	
4.	Know and understand the properties of healthy skin	4.1. Describe the properties of healthy canine skin		
5.	Know and understand the structure and function of hair and the hair follicle	5.1. Describe the function	s of canine hair	
		5.2. Describe the structure and associated struct		ollicle



		5.3. Describe the structure of a hair	
6.	Know and understand the variations in hair seen between different breeds of dog	6.1. Describe the different types of hair found in dogs	
		6.2. Describe the different angles of hair growth and how this varies according to breed	
		6.3. Differentiate between the hair follicles of curly and straight-haired breeds	
		6.4. Differentiate between fur and hair	
		6.5. Review differences in coat texture in a variety of breeds	
7.	Know and understand the hair cycle in dogs	7.1. Describe the process of hair development, growth and shedding	
		7.2. Discuss factors that influence the hair cycle	
8.	Know and understand pigmentation of the skin and hair	8.1. Discuss the role of melanocytes in pigmentation of the skin	
		8.2. Describe the role of melanin in production of coat colour	
		8.3. Describe the role of genetics on coat colour in dogs	
9.	Know and understand the structure and function of the canine nail	9.1. List the functions of the canine nail	
		9.2. Describe the dew claw and when this may be present/absent	
		9.3. Identify the structure of the canine nail	
		9.4. Relate the anatomy of the nail to correct techniques for clipping nails	
10.	Know and understand the structure and function of the nasal planum and foot pads	10.1. Describe the normal appearance of the nasal planum	
		10.2. Describe the normal foot pads of the dog	

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 iPET Network's Assessment Methods and the 'Assessment' section of the iPET Network Handbook, both available on our website www.ipetnetwork.co.uk.

Sector Subject Area (SSA)	3.3	
Date from which unit will be available		
for learners		
Unit review date		



Unit title:	Principles of Promoting Canine Skin, Hair and Nail Health
Level:	3
Credit value:	3
GLH:	10
TQT:	30
Unit code:	346
Unit reference	Y/650/4236
number:	
Number: Unit aim: The aim of this unit is to provide Candidates with the knowledge and unit of common skin and hair diseases affecting dogs. The unit will introdue of basic skin and coat assessment, address the value of nutrition in the health of the skin and hair and will enable Candidates to recognise to common skin and hair-related concerns. Candidates will learn the response of the pet professional and how grooming and the provide and limitations of the pet professional and how grooming and the provide and does not encourage or facilitate diagnosis or treatment dermatological condition.	
Number of learn	ing 9
outcomes	5

Lea	arning Outcomes	Assessment Criteria		
The	e learner will:	The learner can:		
1.	Know and understand the process for examining the health status of the skin and coat	 1.1. Outline the procedure for a full examination of the coat and skin 1.2. Differentiate between signs of healthy and unhealthy skin and hair 		
2. Know and understand the importance of nutrition in maintaining the health of the skin and hair		 2.1. Discuss the functions and benefits of certain nutrients on the health of canine skin and hair 2.2. Evaluate the role of nutritional supplements for skin and coat health 2.3. Explain scenarios in which a dog's requirement for nutrition, to maintain skin and coat health, may increase 		
3.	3. Know and understand the common causes of disease of the skin and hair 3.1. Describe common causes and signs of coat ill-health 3.2. Recognise skin lumps and bumps 3.3. Explain the development of the itch-sc cycle 3.4. Describe the signs and symptoms of 'w			
4.	Know and understand the signs of hereditary skin conditions in dogs	conditions in dogs 4.1. Describe breed-related (hereditary) skin conditions in dogs		
5.	Know and understand the causes and signs of ear conditions in dogs	 5.1. Describe the common causes of external ear disease in dogs (otitis externa) 5.2. Identify signs of external ear conditions in dogs (otitis externa) 		



6.	Know and understand the responsibilities of the pet professional in maintaining canine skin and coat health	 6.1. Describe the pet professional's responsibility in supporting canine skin and hair health 6.2. Apply the veterinary Surgeons Act, 1966, Schedule 3 to the role of the pet professional 		
the skin and coat condition dog's skin and hair		7.2. Discuss the effects of heat and water on the		
		7.3. Explain how clipping alters skin and hair		
8. Know and understand the use of products on skin and hair		8.1. Describe the correct procedure for bathing a dog		
		8.2. Describe the purpose and effects of using shampoos on dogs		
		8.3. Discuss a range of suitable and unsuitable shampoos for dogs		
		8.4. Explain the use of medicated, prescription and hypoallergenic shampoos for dogs		
		8.5. Explain the purpose and effects of using conditioners on dogs		
		8.6. Describe the advantages and disadvantages of using other skin and hair products on dogs		
		8.7. Describe the procedures and products used in the cleansing of canine ears		
9.	Know and understand the role of the pet	9.1. Explain ways in which pet professionals may		
	professional in educating clients	provide education to clients regarding promoting the skin, hair and nail health of their dogs		

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 iPET Network's Assessment Methods and the 'Assessment' section of the iPET Network Handbook, both available on our website <u>www.ipetnetwork.co.uk</u>.

Sector Subject Area (SSA)	3.3	
Date from which unit will be available	14/09/2022	
for learners		
Unit review date		



11. Suggested Learning Resources

Unit	Suggested learning resources		
345: Anatomy	Literature		
and Physiology of			
the Canine	Introduction to Animal and Veterinary Anatomy and Physiology. Published by: CABI.		
Integument	2019. ISBN: 9781789241174. Aspinall, V. & Cappello, M.		
	Anatomy and Physiology of Domestic Animals. Published by: Wiley. 2013. ISBN:		
	9781118688601. Akers, R.M. & Denbow, M.		
	Websites		
	Structure of the Skin in Dogs - Dog Owners - MSD Veterinary Manual		
	(msdvetmanual.com)		
Unit 346:	Literature		
Principles of			
Promoting	Notes on Small Animal Dermatology. Published by: Wiley-Blackwell. 2011. ISBN:		
Canine Skin, Hair	9781118279373. Joyce, J.		
and Nail Health			
	Dog Groomer's Essential Skin and Coat Care. Published by: Harris & Hargraves Limited,		
	2021		
	BSAVA Manual of Canine and Feline Dermatology . Published by: BSAVA, 2021, ISBN: 978-1-910443-80-4, Jackson, H.A & Marsella, R.		
	Dog Skin & Coat Care – Julie Harris		
	Websites Julie Harris Groomer The Groomers Spotlight Home		

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 <u>www.ipetnetwork.co.uk</u> or the web portal.

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



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13/06/2023	2	Change of document name from 'Qualification Guide' to 'Qualification Specification' and amendment to assessment section