



Higher National Unit specification: general information

This Graded Unit has been validated as part of the HNC Animal Nursing and HND Veterinary Nursing. Centres are required to develop the assessment instrument in accordance with this validated specification. Centres wishing to use another type of Graded Unit or assessment instrument are required to submit proposals detailing the justification for change for validation.

Graded Unit title: Animal Nursing: Graded Unit 1

Graded Unit code: H10X 34

Type of Graded Unit: Project

Assessment Instrument: Practical Assignment

Publication date: July 2018

Source: Scottish Qualifications Authority

Version: 03

Unit purpose

This Graded Unit is designed to provide evidence that the candidate has achieved the following principal aims of the HNC Animal Nursing or the HND Veterinary Nursing:

- ◆ to develop knowledge and understanding of the subjects which underpin animal nursing
- ◆ to develop and apply a broad range of vocational knowledge and skills
- ◆ to develop an understanding of the interdisciplinary links between seven subject areas within animal nursing/veterinary nursing
- ◆ to apply knowledge and understanding in both routine and non-routine animal nursing contexts
- ◆ to develop transferable skills including Core Skills to levels expected by employers
- ◆ to provide a progression route to HND Veterinary Nursing
- ◆ to enable progression to further academic qualifications including progression within SCQF.

General information (cont)

Recommended prior knowledge and skills

It is recommended that the candidate should have completed or be in the process of completing the following Units relating to the above specific aims prior to undertaking this Graded Unit:

- ◆ *Veterinary Practice: Operational Requirements*
- ◆ *Veterinary Nursing: Client Relations*
- ◆ *Veterinary Nursing: Canine and Feline Anatomy and Physiology*
- ◆ *Exotic Animal Healthcare Studies*
- ◆ *Veterinary Nursing: Companion Animal Health and Welfare*
- ◆ *Veterinary Pharmacology: An Introduction*
- ◆ *Using Software Application Packages*

Credit points and level

1 Higher National Unit credit at SCQF level 7: (8 SCQF credit points at SCQF level 7*)

**SCQF credit points are used to allocate credit to qualifications in the Scottish Credit and Qualifications Framework (SCQF). Each qualification in the Framework is allocated a number of SCQF credit points at an SCQF level. There are 12 SCQF levels, ranging from National 1 to Doctorates.*

Core Skills

Achievement of this Unit gives automatic certification of the following:

Complete Core Skills Problem Solving @ SCQF level 6

Core Skill component(s) None

There are also opportunities to develop aspects of Core Skills which are highlighted in the Support Notes of this Unit Specification.

Assessment

This Graded Unit will be assessed by the use of a practical assignment. The developed practical assignment should provide the candidate with the opportunity to produce evidence that demonstrates she/he has met the aims of the Graded Unit that it covers.

This Graded Unit should be undertaken on an individual basis, but groups may work together to conduct their individual practical assignment as part of a bigger event. The practical assignment must be designed so that candidates' individual contributions can be assessed to ensure that each candidate has fully met the Evidence Requirements.

Candidates will be required to plan, develop and evaluate an educational activity designed to promote the importance of animal health and welfare to the wider public.

When selecting an activity, candidates should make sure that it will provide sufficient scope to meet all the requirements of this Graded Unit. It is not mandatory that knowledge and skills relating to all the Units listed above are included in the practical assignment since the scope will vary according to each activity.

Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates

Graded Unit title: Animal Nursing: Graded Unit 1

Conditions of assessment

The candidate should be given a date for completion of the practical assignment. However, the instructions for the assessment task should be distributed to allow the candidate sufficient time to assimilate the details and carry out the assessment task. During the time between the distribution of the assessment task instructions and the completion date, assessors may answer questions, provide clarification, guidance and reasonable assistance.

Reasonable assistance is the term used by SQA to describe the difference between providing candidates with some direction to generate the required evidence for assessment and providing too much support which would compromise the integrity of the assessment. Reasonable assistance is part of all learning and teaching processes.

In relation to the assessment of Higher National Project-based Graded Units, assessors may provide advice, clarification, and guidance during the time between the distribution of the project instructions and the completion date, ie at each stage of the project.

Remediation allows an assessor to clarify candidate responses, either by requiring a written amendment or by oral questioning, where there is a minor shortfall or omission in evidence requirements. In either case, such instances must be formally noted by the assessor, either in writing or recording, and be made available to the internal and external verifier.

In relation to Higher National Project-based Graded Units, candidates must be given the opportunity for remediation at each stage of the project.

The evidence for a Higher National Project-based Graded Unit is generated over time and involves three distinct stages, each of which has to be achieved before the next is undertaken. This means that any re-assessment of stages must be undertaken before proceeding to the next stage. The overall grade is derived from the total number of marks *across all* sections, and should reflect the ability of the candidate to work autonomously and the amount of support required. In relation to Higher National Project-based Graded Units, candidates who have failed any stage of the project and have been unable to provide the necessary evidence through remediation must be given the opportunity for re-assessment of that stage.

Any candidate who has failed their graded unit or wishes to upgrade their award must be given a re-assessment opportunity, or in exceptional circumstances, two re-assessment opportunities. In the case of project-based graded units, this must be done using a substantially different project.

The final grading given must reflect the quality of the candidate's evidence at the time of the completion of the graded unit. Candidates must be awarded the highest grade achieved — whether through first submission or through any re-assessment, remediation, and/or reasonable assistance provided.

Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

Graded Unit title: Animal Nursing: Graded Unit 1

Instructions for designing the assessment task

The assessment task is a project. The project undertaken by the candidate must be a complex task which involves:

- ◆ variables which are complex or unfamiliar
- ◆ relationships which need to be clarified
- ◆ a context which may be familiar or unfamiliar to the candidate

The assessment task must require the candidate to:

- ◆ analyse the task and decide on a course of action for undertaking the project
- ◆ plan and organise work and carry it through to completion
- ◆ reflect on what has been done and draw conclusions for the future
- ◆ produce evidence of meeting the aims which this Graded Unit has been designed to cover

In selecting the practical activity care should be taken to select a topic that is relevant to the knowledge and skills acquired during the HNC Animal Nursing and is suitable for the target audience.

Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

Graded Unit title: Animal Nursing: Graded Unit 1

Guidance on grading candidates

Candidates who meet the minimum Evidence Requirements will have their achievement graded as C — competent, or A — highly competent or B somewhere between A and C. The grade related criteria to be used to judge candidate performance for this Graded Unit is specified in the following table.

Grade A	Grade C
<p>Is a seamless, coherent piece of work which:</p> <ul style="list-style-type: none"> ◆ has sufficient evidence for the three essential phases of the project, is produced to a high standard and is quite clearly inter-related ◆ demonstrates an accurate and insightful interpretation of the project brief ◆ is highly focused and relevant to the tasks associated with the project brief ◆ is clear and well-structured throughout and language used is of a high standard in terms of level, accuracy and technical content ◆ effectively consolidates and integrates required knowledge and skills 	<p>Is a co-ordinated piece of work which:</p> <ul style="list-style-type: none"> ◆ has sufficient evidence of the three essential phases of the project, is produced to an adequate standard ◆ demonstrates an acceptable interpretation of the project brief ◆ is focused and relevant to the tasks associated with the project brief ◆ is satisfactorily structured and language used is adequate in terms of level, accuracy and technical content ◆ consolidates and integrates required knowledge and skills but this may lack some continuity and consistency

The project will be marked out of 100. Assessors will mark each stage of the project, taking into account the criteria outlined. The marks will then be aggregated to arrive at an overall mark for the project. Assessors will then assign an overall grade to the candidate for this Graded Unit based on the following grade boundaries.

- A = 70%–100%
- B = 60%–69%
- C = 50%–59%

NOTE: The candidate must achieve all of the minimum evidence specified below for each stage of the project in order to achieve the Graded Unit.

Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

Graded Unit title: Animal Nursing: Graded Unit 1

Evidence Requirements

The project consists of three stages: planning; developing; and evaluating. The following table specifies the minimum evidence required to pass each stage.

NOTE: The candidate must achieve **all of the minimum evidence** specified below for each stage of the project in order to pass the Graded Unit.

Project stage	Minimum Evidence Requirements
Stage 1 — Planning	<p>Developing an Action Plan which includes:</p> <ul style="list-style-type: none"> ◆ the candidate's interpretation of the brief ◆ any information gathered to clarify the brief ◆ aims of the practical assignment ◆ identification of information sources to be used ◆ identification of materials and resources required and how they will be accessed ◆ identification of the stages involved and the timescales for completion of each stage <p>Written evidence of the above should be presented. It may be supplemented by evidence provided orally by the candidate in discussion with the assessor. If this is done, a written record of the main points for discussion should be provided.</p> <p><i>The action plan is worth 20% of the marks for the practical assignment.</i></p>
	<p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Planning stage.</i></p>

Project stage	Minimum Evidence Requirements
Stage 2 — Developing	<p>Practical performance and written report providing evidence of the:</p> <ul style="list-style-type: none"> ◆ output of the practical activity which meets required standard and ◆ a written record of the processes underpinning the activity, eg logbook or diary. <p><i>The output of the practical activity and the written record are worth 60% of the total marks for the practical assignment.</i></p>
	<p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Developing stage.</i></p>

Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

Graded Unit title: Animal Nursing: Graded Unit 1

Project stage	Minimum Evidence Requirements
Stage 3 — Evaluating	<p>Providing an Evaluation Report which should:</p> <ul style="list-style-type: none"> ◆ briefly outline the assignment ◆ review and update the action plan in the light of experience ◆ summarise any unforeseen events and how they were handled ◆ identify any knowledge and skills which have been gained and/or developed ◆ assess the strengths and weaknesses of the output of the Practical Assignment ◆ determine to what extent the assignment met the original brief <p><i>The evaluation is worth 20% of the total marks for the practical assignment.</i></p> <hr/> <p><i>The candidate must achieve all of the minimum evidence specified above in order to pass the Evaluating stage.</i></p>

Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

Graded Unit title: Animal Nursing: Graded Unit 1

Support notes

The Graded Unit is designed to allow candidates to demonstrate and apply their ability to integrate knowledge and skills in an animal health and welfare setting. Candidates should select an appropriate practical activity that helps to promote responsible pet ownership, makes people aware of the mutual benefits of living with pets, increases awareness of the role of the veterinary profession or raises awareness of the value of working and assistance companion animals. These are key aims of the National Pet Month, into which this activity may be integrated.

Examples of activities could include any of the following:

Planning, organising and implementing an awareness raising campaign about the importance of preventative health care. Topics covered could include neutering, de-worming or vaccination. Awareness raising techniques could include talks, posters or leaflets.

Planning, organising and carrying out a fundraising event focusing on a specific charity that promotes animal health and welfare. An example of this could be a sponsored dog walk raising funds for a local or national animal rescue organisation. Promotion of the event should include reference to the importance of animal welfare.

Planning, organising and carrying out an educational talk about basic pet care for primary school children. The level of the talk should be appropriate to the age of the children and include an interactive element. Topics covered could include basic feeding or grooming of a cat or dog or specific care of a small animal, eg a hamster.

It is essential that the practical assignment is designed so that candidates' individual contributions can be assessed to ensure that each candidate has fully met the Evidence Requirements.

Planning Stage

The planning stage includes the introduction and overview of what is required. Candidates need to provide their interpretation of the project brief, including any information that they may have gathered to help with the interpretation. A description of the aims of the practical activity, the information sources to be used and a list of the materials and resources required and how they will be obtained must all be included. Finally a timeline must be created identifying target dates and stages.

Developing Stage

Candidates should provide evidence of implementing their action plan by carrying out the practical activity to the required standard. In addition to this they must complete a diary or logbook, documenting the process underpinning the activity.

Higher National Graded Unit specification: instructions for designing the assessment task and assessing candidates (cont)

Graded Unit title: Animal Nursing: Graded Unit 1

Evaluation

The candidate should present an evaluation that examines the effectiveness of the original planning as well as a personal reflection on progress against the action plan and the effectiveness of her/his performance in the practical activity.

There may be the opportunities to develop the Core Skills of *Problem Solving*, *Information and Communication Technology (ICT)* and *Communication*, all at level 6. although there is no automatic certification of Core Skills or Core Skills components in this Graded Unit. The nature of the practical activity requires candidates to interpret a project brief, formulate a practical activity to meet the brief and evaluate their performance. This will provide candidates with the opportunity to meet all the components of *Problem Solving* (Critical Thinking, Planning and Organising and Reviewing and Evaluating) at SCQF level 6. The requirement to produce a written report will provide candidates with the opportunity to develop the written component of the Core Skill of *Communication* at SCQF level 6. Should candidates conduct research using the internet and/or use Information Technology to prepare resources and keep a diary then this may provide the opportunity to develop *ICT* at SCQF level 6.

This Unit has the Core Skill of Problem Solving embedded in it. This means that when candidates achieve the Unit, their Core Skills profile will also be updated to show that they have achieved Problem Solving at SCQF level 6.

Equality and inclusion

This graded unit specification has been designed to ensure that there are no unnecessary barriers to learning or assessment. The individual needs of learners should be taken into account when planning learning experiences, selecting assessment methods or considering alternative evidence.

Further advice can be found on our website www.sqa.org.uk/assessmentarrangements.

History of changes to Unit

Version	Description of change	Date
02	Core Skill Problem Solving at SCQF level 6 embedded.	17/05/12
03	Update of Conditions of Assessment	17/07/18

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General information for candidates

Graded Unit title: Animal Nursing: Graded Unit 1

This is a one credit Graded Unit at SCQF level 7 (8 SCQF credit points at SCQF level 7)

This Graded Unit is a Practical Assignment. It is intended to be completed as you progress through your HNC studies. It is designed to assess your ability to integrate and apply knowledge and understanding from the following HN Units in order to meet the principal aims of the HNC Animal Nursing and HND Veterinary Nursing:

- ◆ *Veterinary Practice: Operational Requirements*
- ◆ *Veterinary Nursing: Client Relations*
- ◆ *Veterinary Nursing: Canine and Feline Anatomy and Physiology*
- ◆ *Exotic Animal Healthcare Studies*
- ◆ *Veterinary Nursing: Companion Animal Health and Welfare*
- ◆ *Veterinary Nursing: Pharmacology*
- ◆ *Using Software Application Packages*

You will be asked to plan, develop and evaluate a practical activity. This will require you to provide an action plan, implement your plan and complete the practical activity to the required standard. You will then have to evaluate your progress against the original plan and assess the effectiveness of the plan and your own performance. The practical activity will involve the promotion of the importance of animal health and welfare to the wider public. Although the practical activity may include group work all plans and evaluations must be your own work.

You will be given a high degree of autonomy during all stages of the practical assignment, however your tutor will be available for guidance and support. After submission of your written report, your tutor may interview you to probe your understanding of the content of your report and the validity of your evaluation.

You will need to pass the planning stage of your practical assignment before you can progress to the developing stage and pass the developing stage before you continue to the evaluating stage.

To pass you must meet all the minimum Evidence Requirements for each of the three phases of the practical assignment and you must, overall, achieve 50% of the total marks available. Your performance will be graded A, B or C according to your final overall mark (A = 70% - 100%, B = 60% - 69%, C = 50% - 59%).

There are opportunities to develop the Core Skills of *Problem Solving, Information and Communication Technology* and *Communication*, all at SCQF level 6 in this Graded Unit.