

Contents

Purpose	1
Applicable governance instruments.....	1
Procedure.....	1
1 Conduct of veterinary services	1
2 Competency approval of University representatives	2
3 University veterinarian	3
4 Annual assessment based on prior competency approval.....	3
5 Commencement and effect of existing competency approvals	3
6 Responsibilities	3
Related procedures.....	3
Versioning.....	4
Definitions	4

Purpose

All members of the University community who conduct research or teaching in Tasmania are considered University representatives and must conduct research involving animals in accordance with Tasmanian legislation and this procedure.

Applicable governance instruments

Instrument	Section	Principles
4.1 Research Policy	2 Responsible Conduct of Research	2.1 - 21
5.3 Compliance Policy	1 Compliance	
Veterinary Surgeons Act 1987 (Tas)	Part 1 section 3	
Veterinary Surgeons Regulations 2012 (Tas)		
Animal Welfare Act 1993 (Tas)		

Procedure

1 Conduct of veterinary services

- 1.1 Veterinary services procedures within the University of Tasmania must be undertaken by either a registered veterinary surgeon, as defined in Part 1, Section 4 of the [Veterinary Surgeons Act 1987](#), or a University representative (including the veterinary surgeon employed by the University – the ‘University Vet’) under the following circumstances:
- Competency approval was granted within the preceding 12 months in relation to the provision of that service by a registered veterinary surgeon appointed by the University, or
 - A procedure is undertaken with direct supervision of a registered veterinary surgeon nominated or approved by the University in accordance with this procedure, or

- c A University representative is a registered veterinary surgeon with a current license to work in Tasmania.
 - d The conditions at 1.1a-c will not apply where a University representative provides veterinary service in an emergency where a registered veterinary surgeon is not available.
- 1.2 Examples of procedures deemed veterinary services include, but are not limited to, injections, surgery, anaesthesia, performing medical or physical treatment of animals.
- 1.3 According to the [Veterinary Surgeons Act 1987](#), veterinary services means services that form part of the practice of veterinary surgery, and includes, but is not limited to including, the following services:
- a The examination of, or attendance on any animal for the purposes of diagnosing the physiological or pathological condition of the animal, including testing or imaging for diagnostic purposes;
 - b giving advice based on a diagnosis referred to in paragraph (a), including prescribing treatment, drugs, medications or medical appliances
 - c performing medical or physical treatment of animals
 - d performing surgical procedures on animals
 - e administering an anesthetic to any animal
 - f conducting pregnancy testing of any animal; and
 - g carrying out, by manual operation or use of instrumental appliances, any procedure on an animal for artificial breeding purposes – but does not include any prescribed services.
- 2 **Competency approval of University representatives**
- 2.1 Competency approval must be awarded to a University representative wishing to perform a veterinary service during their research by a University veterinarian that demonstrates their competency with a successful formal assessment of a veterinary service.
- 2.2 The use of animals for the purposes of research must be approved by the University Animal Ethics Committee before a competency approval assessment is conducted. Competency approvals will be valid for a period of 12 months.
- 2.3 A University veterinarian will coordinate the competency approval process by written application in a form prescribed by the Office of Research Services. The application must be lodged through the Ethics Review Manager (ERM) online system.
- 2.4 Competency approval:
- a may only be sought by individuals, not groups
 - b is personal to the University representative granted the competency approval and may not be transferred or further delegated (eg a supervisor may not delegate to a student)
 - c is specific to the veterinary service to which the application relates, and each service must be specified in an application for competency approval
 - d is usually determined following a practical demonstration of the procedure by the University representative. If a practical demonstration is not possible, an alternative arrangement can be discussed with the University veterinarian, see section 4.2

- e may be revoked by the University veterinarian at any time by notice to the University representative where the University veterinarian reasonably considers that the University representative:
 - i is no longer competent in performing the veterinary service
 - ii has acted contrary to this procedure, or
 - iii is performing veterinary services other than in accordance with, or outside the scope of, the competency approval.

3 University veterinarian

- 3.1 The University will appoint a University veterinarian.
- 3.2 The University veterinarian is responsible for providing their professional assessment of an applicant's competency in conducting a veterinary service or approving another registered veterinary surgeon to do so, on behalf of the University.
- 3.3 The University veterinarian may or may not give competency approval based on their professional assessment of an applicant's competency in performing a veterinary service.

4 Annual assessment based on prior competency approval

- 4.1 Reassessment of a competency can be requested via the ERM, prior to the expiration of the current competency or prior to re-starting the procedure. The reassessment procedure follows the same process as an initial competency assessment, with a practical demonstration of the skill, whenever possible.
- 4.2 Where it is not feasible to undertake a practical demonstration of the skill, such as when the procedure normally takes place in inhospitable or hazardous locations or where the procedure involves opportunistic sampling, it may be appropriate to assess the University representative via a video recording, a face to face interview or electronic communications.

5 Commencement and effect of existing competency approvals

- 5.1 Any competency approvals existing prior to this procedure approval date will continue in force and effect and will expire 12 months from the date any such approval was granted.

6 Responsibilities

- 6.1 The Animal Ethics Committee is responsible for assessing whether an activity that is the subject of an Animal Ethics Application is ethical, which, without limiting the foregoing, may include consideration of whether each individual involved in that activity is supervised or has approval in accordance with this procedure.
- 6.2 The University veterinarian is responsible for keeping a written record of all competency assessments.
- 6.3 University representatives are responsible for complying with this procedure and ensuring that they have all required approvals or supervision.

Related procedures

- Research Ethics Procedure

Versioning

<i>Versions</i>	<i>Item No</i>	<i>Action</i>	<i>Approval Authority</i>	<i>Responsible Officer/s</i>	<i>Approval Date</i>
1		Approved	Deputy Vice-Chancellor (Research)	Executive Director Research Operations	18 Nov 2020

Definitions

[University veterinarian](#)

The Veterinary Services Procedure

