


**Work Health Safety: Safe Work Practice: Support**  
**Feeding a cat or dog**

 Risks	Risk rating	Risk Controls
Manual handling injury when putting feed in bowl	Likelihood E Consequence 4 Rating = LOW	<input checked="" type="checkbox"/> Allow plenty of time - don't be rushed <input checked="" type="checkbox"/> Staff use a squat position to maintain natural curves of the spine
Bite/scratch from dog or cat	Likelihood D Consequence 4 Rating = LOW	<input checked="" type="checkbox"/> Only docile dogs and cats to be fed <input checked="" type="checkbox"/> Take time for pet to become accustomed to you

**Equipment required:**

<i>Mercy Services equipment</i>	<i>Others equipment</i>
Mobile phone Worker to wear <u>footwear</u> that is fully enclosed, slip resistant sole, water repellent/resistant and provides adequate support. <b>Personal Protective Equipment required:</b>	Food, bowl, can opener, spoon.

<b>Activity</b>	<b>Worker behaviour</b>	<b>Client/other's behaviour</b>
1. Preparation	a. Allow pet time to become accustomed to you b. Put on gloves	a. Client to tell volunteer/ staff if pet is unwell or likely to be agitated
2. Wash bowl	a. Use a squat position to pick up food bowl b. Wash pet's food bowl with water at laundry or outside tap	
3. Put food in bowl	a. Open food packaging. b. Place correct amount of food in animal's bowl. c. Use a squat position to put up food bowl in appropriate position	
4. Pack up	a. Put away food packaging appropriately: 1. airtight container for part-used cans of food, and refrigerate; 2. dry food packages sealed and stored safely. b. Remove gloves. c. Wash hands.	
5. Follow-up	a. Document any incident and report it to your Coordinator immediately	

**As at 11/05/17 this Safe Work Practice is authorised for use in:**

<i>Service</i>	<i>Position</i>
Home Care Packages	Community Care Assistant
Home Support Program/NDIS	Community Care Assistant

**Date for review of safe work practice:** May 2020 (or if injury or changes require)

## COMPETENCY ASSESSMENT

### Feeding a cat or dog

Employee \_\_\_\_\_

Assessor \_\_\_\_\_

Date \_\_\_\_\_

**Desired Outcome:**

Volunteers/staff to feed a client’s pet without causing harm to self or others

**Knowledge required:**

Performance Criteria	Competence demonstrated	Comment
<b>Preparation</b>		
a. Allows pet time to become accustomed to you		
b. Puts on gloves		
<b>Wash bowl</b>		
a. Uses a squat position to pick up food bowl		
b. Washes pet’s food bowl with water at laundry or outside tap		
<b>Put food in bowl</b>		
a. Opens food packaging.		
b. Places correct amount of food in animal’s bowl.		
c. Uses a squat position to put up food bowl in appropriate position		
<b>Pack up</b>		
a. Puts away food packaging appropriately		
b. Removes gloves.		
c. Washes hands.		
<b>Follow-up</b>		
a. Documents any incident and reports it to Coordinator immediately		

Is the worker assessed as being competent?     YES     NO

Any required follow up action/training: \_\_\_\_\_

Signature of employee ..... Date.....

Signature of assessor ..... Date.....