

# Animal Control Basic Training

## CERTIFICATE PROGRAM

### Professional training for regulatory and enforcement officers

---

Earn a Langara College CS certificate in the field of Animal Control. The first public post-secondary institution in BC to offer training in this area.

Langara College Continuing Studies Animal Control Basic Training program is designed to assist the animal control profession, and to advance the knowledge, techniques, ethics, and attitudes of those who work in this field.

The program curriculum was created with industry input ensuring that the knowledge and skills you gain are relevant to your job. Receive a strong practical and theoretical foundation for understanding the physical and behavioural aspects of companion animals; the controlling, restraint, and apprehension of animals; animal welfare and abuse; a practical overview of legislation, investigation, note-taking, and court proceedings with respect to animals; and the fundamentals of effective interaction with animal owners. Langara instructors and guest speakers who are currently working in the industry, or have previous industry knowledge will share their knowledge and experience.

### CERTIFICATE PROGRAM INCLUDES:

1. Animal Control Industry Perspective
2. Animal Identification
3. Companion Animal Behaviour
4. Humane Care and Treatment of Animals
5. Investigative Process & Techniques
6. Animal Specific Legislation
7. Safety Skills and Procedures
8. Field Activities and Practices
9. Community Engagement (on-line course completed after in-class portion)

### PREREQUISITES:

Application to the Animal Control Basic Training Program, 19 years of age or older; Fluency in written and spoken English<sup>1</sup>, **and**

- OPTION ONE:
  - Current or past employment (1 year experience minimum) as an Animal Control Officer, Bylaw Officer, or equivalent law or enforcement official and
  - Employer authorization (see application)

**OR**

- OPTION TWO (required pre-requisites - must have all three to apply)
  1. The Langara one-day course "Introduction to Animal Control", **and**
  2. A minimum of 2 documented Animal Control officer and/or a SPCA Officer ride-alongs (shadowing) within the last 6 months (or equivalent experience); and
  3. Successful completion of JIBC Bylaw Level 1 (or equivalent).

<sup>1</sup> Grade 12 English recommended or equivalent language skills: LET with a minimum level 3; LPI with a minimum 26 on the essay and 5 in English usage, 5 in sentence structure, or 10 in reading comprehension or equivalent.

<sup>2</sup> Note: Limited seats available for those not currently in the enforcement profession.

## ADMISSION PROCESS

Before registering for this program, please read the full application form and instructions. Documents may be found on the website [www.langara.ca/pets](http://www.langara.ca/pets), and as part of this package. Students must meet the required prerequisites and obtain employer approval (if required), as outlined on the application form. The application form must be completed in its entirety, and submitted prior to the identified deadline. Submit your completed application, documentation, application fee and program fees (if applicable) to Langara College Continuing Studies via mail, fax or email – attention Karen Ramsden. Details on the application form. Program may fill in advance of application deadline. You are encouraged to complete your application as early as possible. Seats are limited and assigned on a first-come, first-served basis.

## PROGRAM LOCATION, DATES, AND TIMES

### Langara College, Vancouver, BC

The college campus is situated approximately mid-way between the Vancouver International Airport and downtown Vancouver, just off of Cambie Street and is easily accessible via public transportation and the Canada Line.

---

#### Current Intake:

- Location: Langara College Main Campus
- Dates: Spring 2017 (dates TBA)
- Days: Mon-Sat (see note below)
- Times: 8:30 am - 5:30 pm

Note: Exam may be taken in-class on the Saturday, or proctored at your agency location within one week of completion of in-class sessions. Additional on-line course to be completed within 6 weeks of in-class program.

## FEES

- Application fee: \$40
- Program fee: \$1,449 (Includes: manual, handouts, morning beverages, and on-line course). A 10% discount available if paid in full by March 1, 2017
- Additional costs: Students are expected to cover all transportation, meals, and hotel costs.
- Cancellation/refund policy may be found on the website

## TRANSPORTATION AND ACCOMMODATIONS

There are many hotels in the Vancouver/Richmond area that are easily accessible to the College, the airport and the highways. The Canada line is part of the rapid transit system in Vancouver that runs directly past both Langara College Vancouver campuses and is the recommended form of transportation to the College. Government rates are typically offered at most hotels, and may be the best rate available for you to inquire about when booking your accommodations.

## EVALUATION AND CERTIFICATION

To earn the Animal Control Basic Training Certificate, students must complete a total of 60 hours; 40 in-class instructional hours, plus approximately 20 hours of reading and/or online studies. Students must attend the complete program, achieve a pass-grade of 70% or greater on the final written exam (containing both multiple choice and open ended questions), obtain a satisfactory grade on the practical components, and successfully complete and pass the on-line course (Community Engagement).

## INSTRUCTORS

Information will be kept current on the website [www.langara.ca/pets](http://www.langara.ca/pets)

## CURRICULUM

This program provides the additional training and professional development for those currently working, or interested in working in a field that may have interactions with animals as part of their employment. Receive the theoretical background, applied skills, and specialized knowledge to become a better- equipped enforcement officer. To earn the Animal Control Basic Training Certificate, students must complete a total of 60 hours; 40 in-class instructional hours, plus approximately 20 hours of reading and/or online studies.

---

### **Animal Control: An Industry Perspective**

This course provides an introduction to the role of an animal control enforcement official, including a historical perspective, the current role and responsibilities of an Animal Control Officer, and what is required to effectively execute this role. Students will become familiar with the titles and roles of similar enforcement positions that may deal with animals.

---

### **Animal Identification**

Students will become familiar with the identification of specific animal breeds to assist in descriptive writing for reports, record keeping, and impoundment. This course will cover the implication of providing incorrect information of animal designations, including those thought to be a dangerous breed. Learn about the various methods of animal identification currently in use, the pros and cons of each, and how to use these systems to determine pet ownership and to assist you in your work.

---

### **Investigative Process & Techniques**

This course will cover the requirements of an officer to prepare for and present information as evidence in public hearings or court trials. Students will learn the steps required to create a tactical plan before the investigation starts. This plan will ensure the officer covers and includes all relevant information so that a resolution of the complaint can be achieved. You will examine of the basic elements of an investigative file including the interview, how to collect, document, catalogue, and analyze evidence, make appropriate case recommendations, decisions, or referrals, record management, the requirement for follow-up, and possible enforcement options. Examples will be provided with reference to common complaints of noisy and dangerous dogs, and animal welfare, animal bites, and animals at large. Content is woven throughout the program with daily practical work and case studies incorporated into the curriculum.

---



---

### **Companion Animal Behaviour**

This course provides an introduction to understanding and interpreting animal behaviour. Students will learn about typical, difficult and aggressive behaviours demonstrated by both dogs and cats. Topics will cover an examination of animal signals and actions; behavioural identifiers; common stressors; environmental influences; the human/pet relationship; and the assumptions of behaviour based on breed perceptions, living situations, and pet ownership. A brief examination of wild animal behaviours will also be included.

---

### **Basic Care and Humane Treatment of Animals**

Laws and society are evolving to what we instinctively know to be ethically and morally right in the treatment of animals. This course will review effective animal management not only for public health and safety, but also for the welfare of the animals themselves. Students will discuss “The Five Freedoms”; what role the SPCA plays in communities and municipalities; and the importance for collaboration.

This unit will study the BC Prevention of Cruelty to Animals Act and the humane and ethical guidelines animal control officers should be aware of. Topics will include the care and welfare of animals during capture, transport, impoundment, and euthanasia; identifying animal abuse and distress; and providing guidance on responsible pet care.

---

### **Field Activities and Practices**

This practical course will provide procedures and tactics for capturing, handling, and restraining stray and aggressive domestic and feral animals. Students will learn how to apply the theories taught in previous units covering animal behaviour and personal safety, to the capture and restraint of animals. Tactics and tools to protect the individual including the use of protective equipment, self-defence techniques, conflict control, disengagement, and defensive tactics will be incorporated into this training. You will learn about when to seek assistance from other law enforcement groups, and what each group’s scope of authority covers.

---

---

### Animal Specific Legislation

This course will involve an analysis of legislation that governs animals and animal control in BC. You will interpret legislation and discuss associated issues and evidence.

Emphasis will be placed on animal complaints such as 'noisy and dangerous dogs', 'animal abuse' and other related issues.

Content will be based on BC laws that relate to animals:

- Animal control laws that protect people by making sure animals do not interfere with public health and safety.
- Animal protection laws that protect animals from mistreatment by their owners/ guardians.

Criminal laws that protect animals from anyone who deliberately causes them harm or threatens to harm them.

---

### Safety Skills and Procedures

Animal control enforcement officials face daily challenges and dangers related to this profession including dealing with aggressive and dangerous animals to assertive and hostile people. This course covers the types of activities that may occur and techniques to mitigate these hazards including:

- Transportation of animals: vehicle safety, loading and unloading of animals,
  - Sanitation and disease: rabies quarantine, handling and disposing of carcasses, and how to recognize and avoid disease
  - Personal safety: situation awareness, injury prevention, and dealing with difficult people.
- 

---

### Animal Control Basic Training – Review and Exam

Students enrolled in the Animal Control Basic Training certificate program must write and successfully complete a two hour exam based on the both the in-class training, and the required pre-class preparation. An optional 2 hour study block is included in this course. Students may write the exam in-class, or arrange for an invigilator at their place of employment. 2 hours in-class review (optional); 2 hour exam (in-class or takeaway)

---

### Community Engagement

#### Online course -post in class completion

Officers have a strong presence in the community creating an environment of cooperation and education about responsible pet ownership. This course provides guidance on how to balance your role of enforcement with that of positive public engagement. Students will explore conflict avoidance, as well as ethics and public opinion. This course is an online course, to be completed after the in-class component, and will be graded based on two assignments and a final project submission. Students have 6 weeks from in-class program completion to submit.

---

## INTRODUCTION TO ANIMAL CONTROL

This one-day intensive workshop is designed for those planning to pursue a career in animal control and/or bylaw, and for those with a general interest in animals. On the surface, you may think that Animal Control Officers (ACO) deal mainly with barking dogs or loose animals, but there is so much more to their role. Learn about the training, recommended certification, job skills and experience required for starting a career in animal control. Hear from experts in the field about 'a day in the life of an ACO', what qualities are needed to be successful, and what you need to know to secure a job in this industry. NOTE: Students who successfully pass this course may apply this as required pre-requisites for entry into the Animal Control Basic Training Program. Email [kramsdn@langara.ca](mailto:kramsdn@langara.ca) for date and location information.

## STUDENTS' RESPONSIBILITY

The program must be taken in its entirety; modules may not be taken separately. Students are responsible for their participation and completion of all in-class material, practical exercises, pre-reading, writing of tests, and the on-line course. Students should be aware of their rights and responsibilities as well as the College's expectation in terms of student conduct. Details may be found at [www.langara.ca/student-services](http://www.langara.ca/student-services).

### LEARN MORE.

Karen Ramsden, Program Coordinator  
T 604.323.5926 | E [kramsdn@langara.ca](mailto:kramsdn@langara.ca)  
[www.langara.ca/pets](http://www.langara.ca/pets)