Assessment Requirements for CSCOFM021 Plan and review services to offenders

Release: 1

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Modification History

Release	Comments
1	These Assessment Requirements were released in CSC Correctional Services Training Package release 1.0 and meet the Standards for Training Packages.

Please refer to the advice in the CSC Assessment Guide.

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least two occasions.

- using effective group strategies for teamwork
- using a range of sophisticated communication strategies for teamwork, networking, providing feedback, influencing, reporting and negotiating
- assessing offenders' needs consistently
- planning different services and evaluating effectiveness
- writing comprehensive reports on offender needs and service provision and review
- analysing program performance against plans
- monitoring basic financial budgets

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context of the candidate.

- government, departmental and organisational service policy and criteria related to objectives and outcomes, strategic management plans, performance management and service design
- government, departmental and organisational information system, documents, records and processing
- relevant government, departmental and organisational policies and procedures, such as strategic plans
- work health and safety policy and procedures
- department or organisation's philosophy
- organisation's roles, responsibilities, accountability and duties

- cultural factors and awareness relevant to the organisation's clients, case or offender profiles and community
- equity and discriminatory factors
- legal and statutory requirements of relevant legislation
- government and departmental objectives, policy and required outcomes for offenders and organisational management
- sophisticated communication strategies including networking, providing feedback, influencing, negotiating, and reporting
- community services and a comprehensive range of agencies providing services to offenders and their families
- risk and conflict management
- social and community analysis relevant to offender profiles and criminogenic behaviour
- consulting and networking with allied services in the government, public, community and corporate sectors

Assessment Conditions

Evidence for assessment must be gathered over time in a range of contexts to ensure the person can achieve the unit outcome and apply the competency in different situations or environments.

Valid assessment of this unit requires a workplace environment or one that closely resembles normal work practice and replicates the range of conditions likely to be encountered by an individual involved in planning and reviewing services to offenders as part of a coordinated team, including coping with difficulties, irregularities and changes to routine.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde

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