



**Australian Government**

# **Assessment Requirements for SIFFNL003 Transfer coffins and caskets**

**Release: 1**

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## Modification History

Not applicable.

## Performance Evidence

Evidence of the ability to:

- interpret and complete transfer documentation in accordance with regulatory requirements
- select and prepare transfer vehicles and relevant equipment
- transfer coffins or caskets safely and efficiently

Evidence of performance on two or more occasions is required to demonstrate consistency of performance and ability to respond to different situations.

## Knowledge Evidence

Demonstrated knowledge of:

- documentation required in relation to transferring coffins and casket, including:
  - Death Certificate or Certificate of Life Extinct
  - coroner's warrant
  - medical report
  - transfer instructions
  - waterproof identification tag
  - coffin or casket nameplate
  - list of personal property of the deceased
  - receipts for jewellery and other valuables
  - mortuary occupancy register
- transfer requirements for coffins and caskets, including:
  - between place of death and funeral home
  - within a funeral home
  - between funeral home branches
  - between funeral home and location of funeral, burial or cremation
  - from one funeral, burial or cremation location to another
- transfer equipment including lifting aids, trolleys and stretchers and personal protective equipment
- social, cultural and religious differences in relation to transfer of coffins and caskets
- workplace policies and procedures applicable to transfer of coffins and caskets, including appropriate dress standards in line with workplace policy

- federal, state or territory, and local government legislation and regulations relating to work health and safety/occupational health and safety and the transfer of coffins and caskets
- operating and maintenance requirements of vehicles and equipment
- professional funeral services industry parameters for dealing with the deceased and the bereaved.

## Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that is as industry realistic as possible. In a simulated environment, it is essential that assessment is conducted:

- using suitable facilities, equipment and resources, including:
  - a funeral home, cemetery or crematoria
  - coffins and casket containing deceased bodies, transfer equipment and funeral transfer vehicle
  - documentation for a range of transfer requirements
- under industry conditions where there is:
  - integration of tasks with possible interruptions to work typical of the job role
  - speed and timing requirements that reflect commercial operating conditions
  - interaction with relevant personnel

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=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>