BSB42215 Certificate IV in Legal Services

Modification History

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<th>Release</th>
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<tr>
<td>Release 2</td>
<td>This version released with BSB Business Services Training Package Version 2.0.</td>
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<tr>
<td></td>
<td>Version created to update unit list.</td>
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<tr>
<td>Release 1</td>
<td>This version first released with BSB Business Services Training Package Version 1.0.</td>
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Qualification Description

This qualification reflects the role of individuals who use well-developed skills and a broad knowledge base to provide support in a range of legal service settings. They apply solutions to a range of unpredictable problems, and analyse and evaluate information from a variety of sources.

Licensing/Regulatory Information

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Entry Requirements

Nil
Packaging Rules

Total number of units = 12
8 core units plus
4 elective units, of which:

- 4 elective units may be selected from the elective units listed below, or any currently endorsed Training Package or accredited course at the same qualification level
- if not listed below, 1 elective unit may be selected from either a Certificate III or Diploma qualification from any currently endorsed Training Package or accredited course.

Elective units must be relevant to the work environment and the qualification, maintain the integrity of the AQF alignment and contribute to a valid, industry-supported vocational outcome.

Core Units
BSBCM402 Implement effective communication strategies
BSBCOM406 Conduct work within a compliance framework
BSBLEG413 Identify and apply the legal framework
BSBLEG414 Establish and maintain a file in legal services
BSBLEG418 Produce complex legal documents
BSBLEG415 Apply the principles of contract law
BSBLEG416 Apply the principles of the law of torts
BSBRES404 Research legal information using primary sources

Elective Units
BSBINN501 Establish systems that support innovation
BSBINN502 Build and sustain an innovative work environment
BSBLEG403 Maintain trust accounts
BSBLEG417 Apply the principles of evidence law
BSBSUS201 Participate in environmentally sustainable work practices
BSBSUS401 Implement and monitor environmentally sustainable work practices

Qualification Mapping Information

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<td>BSB42215 Certificate IV in Legal Services Release 1</td>
<td>Updated unit list</td>
<td>Equivalent qualification</td>
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Links

Companion volumes available from the IBSA website:
http://www.ibsa.org.au/companion_volumes -