



**Australian Government**

**Department of Education, Employment and Workplace Relations**

# **CHCPROT702A Apply for and implement child protection orders**

**Release: 1**

## **CHCPROT702A Apply for and implement child protection orders**

### **Modification History**

Not Applicable

### **Unit Descriptor**

#### **Descriptor**

This unit describes the skills and knowledge required to determine the most relevant orders in a particular case and proceed with application for and implementation of those orders

### **Application of the Unit**

#### **Application**

This unit applies to child protection work in statutory context

### **Licensing/Regulatory Information**

Not Applicable

### **Pre-Requisites**

Not Applicable

## Employability Skills Information

### Employability Skills

This unit contains Employability Skills

## Elements and Performance Criteria Pre-Content

Elements define the essential outcomes of a unit of competency.

The Performance Criteria specify the level of performance required to demonstrate achievement of the Element. Terms in italics are elaborated in the Range Statement.

## Elements and Performance Criteria

### ELEMENT

1. Determine and recommend appropriate child protection order

### PERFORMANCE CRITERIA

- 1.1 Determine *suitability of order based on assessment of presenting risk factors*
- 1.2 *Inform the child (if age appropriate) and parents about the recommendation and process to apply for a child protection order*
- 1.3 Communicate with child in age appropriate way to ascertain their views and wishes in relation to court application
- 1.4 Include children's views in affidavits where appropriate
- 1.5 Coordinate the *court processes* represent the organisation in a professional manner in court
- 1.6 Recommend application for most appropriate assessment order based on *legislative and assessment conditions*

**ELEMENT****PERFORMANCE CRITERIA**

## 2. Apply for assessment orders

- 2.1 Complete application for assessment order, ensuring application outlines grounds, rationale, assessment plan and required provisions
- 2.2 Explain to parents and child (where age appropriate) the rationale for applying for the order and the effects of the order
- 2.3 Apply for assessment orders to the Magistrate through the *most appropriate medium*
- 2.4 Provide a *copy of the assessment order to at least one parent*
- 2.5 Complete relevant documentation associated with assessment orders according to organisation policy

## 3. Implement and supervise child protection orders

- 3.1 *Complete documentation* related to implementation of orders
- 3.2 Engage and build rapport with children and families
- 3.3 Include key stakeholders in decision-making processes and document reasons for decisions made
- 3.4 Participate in development of reunification plans with family using strengths-based approaches
- 3.5 Assess needs of family to achieve reunification and ensure provision of resources
- 3.6 Provide visitation support to child, family and carer according to case plan
- 3.7 Regularly review case plans to progress reunification

## Required Skills and Knowledge

### REQUIRED SKILLS AND KNOWLEDGE

This describes the essential skills and knowledge and their level required for this unit.

#### *Essential knowledge:*

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

These include knowledge of:

- Roles and responsibilities of key legal bodies within child protection systems
- Legislation relevant to child protection risk work assessment and application for orders
- Powers, orders and processes relating to key legal bodies in child protection
- Issues for children in dealing with the legal system
- Legal options available to children and families
- Organisation guidelines for interagency practices
- Roles and functions of support agencies and processes
- Documentation processes and organisation information systems and tools to be used for complex risk assessment and affidavit preparation
- Statutory responsibilities and delegations
- Code of conduct for child protection work
- Information sharing and referrals protocols
- Critical incident reporting procedures
- Types of abuse and resulting harms, including indicators of harm, protective and risk factors
- Impact of child abuse and neglect on child and adolescent development
- Contemporary approaches to respectful and professional standards for case documentation
- Court processes and etiquette

#### *Essential skills:*

It is critical that the candidate demonstrate the ability to:

- Clearly record assessment, information gathered, and views of the child and family in completed court order applications and affidavits

## REQUIRED SKILLS AND KNOWLEDGE

- Complete appropriate court forms and documents as required in hard copy and electronically
- Document case planning
- Attend and participate in family group meetings
- Document the placement agreement
- Assess and record child and parent strengths and needs using the standard forms and tools of the organisation

In addition, the candidate must be able to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the identified work role

These include the ability to:

- Record assessment considerations of child protection history and patterns of family functioning in analysis to inform responses in case discussion, case work and case management
- Articulate in documentation rationale for judgements/decision-making in case discussions, work management
- Complete risk assessment and case plans for each child/young person with consideration with consideration for individual needs
- Assess harm and makes appropriate decisions by analysing and synthesising information with the use of the structured decision-making tools, and provides rationale for decisions
- Collaborate, negotiate, and network with government and non government agencies
- Facilitate initiation of case work as a result of determination of risk where appropriate
- Implement and supervise child protection orders:
  - visit the child, the parents or the carer according to the contact standards
  - manage family contact for the child
  - monitor, assess and record the progress of the case plan towards the case plan goal
  - complete actions assigned in the case plan
  - ensure the case plan strategies are coordinated
  - liaise with other services
  - place and support child in out of home care if required
  - complete court related tasks
  - consult with line manager when making key decisions

## Evidence Guide

## EVIDENCE GUIDE

The evidence guide provides advice on assessment and must be read in conjunction with the Performance Criteria, Required Skills and Knowledge, the Range Statement and the Assessment Guidelines for this Training Package.

*Critical aspects for assessment and evidence required to demonstrate this unit of competency:*

- The individual being assessed must provide evidence of specified essential knowledge as well as skills
- This unit of competence must be assessed in the workplace and under the normal range of workplace conditions
- Consistency in performance should consider the range of clients and specific needs that will be encountered in the workplace

*Access and equity considerations:*

- All workers in community services should be aware of access, equity and human rights issues in relation to their own area of work
- All workers should develop their ability to work in a culturally diverse environment
- In recognition of particular issues facing Aboriginal and Torres Strait Islander communities, workers should be aware of cultural, historical and current issues impacting on Aboriginal and Torres Strait Islander people
- Assessors and trainers must take into account relevant access and equity issues, in particular relating to factors impacting on Aboriginal and/or Torres Strait Islander clients and communities

*Context of and specific resources for assessment:*

- This unit can be assessed independently, however holistic assessment practice with other community services units of competency is encouraged
- Resources required for assessment include access to relevant workplace or simulated realistic workplace setting where assessment may take place

## EVIDENCE GUIDE

### *Method of assessment:*

- Assessment may include observation, questioning and evidence gathered from a workplace environment

## Range Statement

### RANGE STATEMENT

The Range Statement relates to the unit of competency as a whole. It allows for different work environments and situations that may affect performance. Add any essential operating conditions that may be present with training and assessment depending on the work situation, needs of the candidate, accessibility of the item, and local industry and regional contexts.

### *Suitability of order based on assessment of presenting risk factors may include:*

- The needs of the child to be safe
- Strengths and needs of child and family
- Level of intervention needed to meet the child's protection and care

### *Inform the child (if age appropriate) and parents about the recommendation and process for court orders including:*

- The parameters of the child protection orders
- The court process and their rights
- Provide information in a manner that is appropriate for age, development, culture, literacy and ability comprehension
- Make genuine attempts to locate the parents whose whereabouts are unknown to provide information about court order applications



## RANGE STATEMENT

*Court processes must include:*

- Set date and time for court mention
- Lodge and serve court paperwork
- Complete affidavit of service
- Complete court paperwork in accordance with legislation and court timeframes
- Affidavit material contains relevant evidence and provides a clear assessment of why the child is in need of protection

*Legislative and assessment conditions may include:*

- An investigation is necessary to assess whether the child is in need of protection
- The investigation cannot be conducted properly unless the order is made
- Reasonable steps have been made to obtain consent of at least one parent

*Most appropriate medium may include:*

- Phone
- Fax
- In person

*Copy of the assessment order to at least one parent including:*

- When providing the copy of the assessment order ensure information is also provided about their rights of appeal and process for doing so.

*Complete documentation including:*

- Case start up and case closure records
- Record the identified protective needs of the child
- Case plans and associated reviews
- Reunification case plan documents
- Risk evaluation tools

## Unit Sector(s)

Not Applicable