



Australian Government

CPP50711 Diploma of Access Consulting

Release 3

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Modification History

Version	Comment
1	
2	Updating of superseded equivalent imported units in the core and elective lists.
3	Updating superseded equivalent imported units in elective lists: <ul style="list-style-type: none">• BSBMED301B to BSBMED301• BSBWOR402A to BSBLDR403• BSBWOR402A to BSBLDR403• BSBWRK509A to BSBWRK510• LMFFT4010B to MSFFT4010 This version released with CPP07 Version 14.4.

Description

Not Applicable

Pathways Information

Not Applicable

Licensing/Regulatory Information

Not Applicable

Entry Requirements

Not Applicable

Employability Skills Summary

Employability Skill	Industry/enterprise requirements for this qualification include the following facets:
Communication	<ul style="list-style-type: none"> • displays sensitivity to disability issues • displays empathy when eliciting client needs • uses appropriate techniques to give clear and accurate information to clients • relays information and provides feedback to team members • interprets relevant regulations, legislation and definitions, relevant codes, industry standards, safety signs, financial requirements, data, plans, working drawings and specifications, and facilities management plans • consults with relevant people regarding terms of reference, tenders, facilities requirements, facilities management, and procurement systems • uses appropriate techniques to manage and resolve conflict • is sensitive to individual, social and cultural differences • discusses interpretation and implementation of relevant legislation with appropriate people • prepares and presents a range of complex documents, including reports on access issues, quotes, briefs, discussion papers, tenders, contracts, specifications and schedules • records, interprets and compares various data • understands a range of terminology, including that relating to building and construction, anatomy and impairment, medical reports, and legislation • evaluates building approval applications • uses advocacy strategies to target those able to influence policy • provides expert advice and reviews case documentation • negotiates implementation of facilities management plans
Teamwork	<ul style="list-style-type: none"> • works effectively with others • consults with others to determine team roles and responsibilities • supports and encourages team members to

	<p>accept responsibility for their work and resolve problems</p> <ul style="list-style-type: none"> • seeks specialist and expert advice and feedback where required • negotiates resolution of non-compliance issues with building development teams • builds and maintains effective working relationships and networks • participates on expert panels and facilitates effective group processes • leads, motivates, coaches and mentors team members
<p>Problem solving</p>	<ul style="list-style-type: none"> • assesses environmental barriers and develops appropriate access solutions • negotiates and resolves conflict between clients and stakeholders • seeks satisfactory resolution of issues raised by team members • uses appropriate strategies to identify, mitigate and eliminate risks • performs critical analysis, probability analysis and statistical analysis to interrogate a range of data • performs measurements and calculations, including on body dimensions • takes appropriate action where breaches in conformance or compliance are identified
<p>Initiative and enterprise</p>	<ul style="list-style-type: none"> • applies the principles of ergonomics to the design of workplaces • develops strategies to implement policies • develops and evaluates public education strategies • prepares concept designs for accessible building work and creative use of space • provides leadership and innovative responses to emerging access issues • finds innovative solutions to property-related problems • facilitates change for greater awareness to disability access • analyses own work practices and process outcomes critically • engages colleagues and shares disability access knowledge

	<ul style="list-style-type: none"> • adapts to new workplace situations
Planning and organising	<ul style="list-style-type: none"> • prepares and administers documentation and implements organisational policies and procedures • collects, organises and collates information, source documentation and data • contributes to team planning • develops risk management plans • scopes work tasks, determines methodology, researches and drafts reports • develops strategies to build effective working relationships • coordinates development of policy documents, facilities and amenities for property users, purchasing systems, facilities construction and renovation, and arranging contractors and consultants • organises effective public education programs • prepares construction time schedules and assembles specifications • controls and monitors resource expenditure and usage • determines and regularly monitors property/facility portfolio performance requirements
Self-management	<ul style="list-style-type: none"> • understands limitations of role, responsibilities and abilities and follows ethical practices, regulatory and organisational requirements and business standards • works without supervision • acts as a role model for others • uses feedback to improve resources and products
Learning	<ul style="list-style-type: none"> • identifies and accesses professional development opportunities • provides training on presentation techniques • maintains knowledge of current codes, standards, regulations, practices and industry updates
Technology	<ul style="list-style-type: none"> • uses information technology to undertake research, complete business documents, and deliver presentations

Due to the high proportion of electives required by this qualification, the detail of the above employability skills are representative of the Property Services industry in general and may not reflect specific job roles. Learning and assessment strategies for this qualification should be based on the requirements as identified in units of competency that meet packaging guidelines.

This table is a summary of employability skills that are typical of this qualification and should not be interpreted as definitive.

Packaging Rules

Packaging rules	
<p>To achieve this qualification, the candidate must demonstrate competency in:</p> <ul style="list-style-type: none"> • 25 units of competency: <ul style="list-style-type: none"> • 15 core units • 10 elective units. <p>The elective units are chosen as follows:</p> <ul style="list-style-type: none"> • 1 unit from Group A • 5 units from Group B • the remaining units may include: <ul style="list-style-type: none"> • elective units not already chosen from Groups A or B • units from another Diploma or higher qualification in CPP07 or another current Training Package or state accredited course, provided the integrity of the AQF alignment is ensured, and they contribute to a valid, industry-supported vocational outcome. 	
Core units	
BSBR501B	Manage risk
CPCCV5004A	Apply legislation to urban development and building controls
CPPACC4001A	Apply disability awareness to assessing access situations
CPPACC4002A	Apply building control legislation to assess small-scale buildings for access
CPPACC4004A	Communicate effectively as an access consultant
CPPACC4005A	Conduct a building access audit
CPPACC4015A	Follow site occupational health and safety requirements
CPPACC4017A	Prepare access reports

CPPACC4022A	Work effectively as an access consultant
CPPACC5003A	Apply anthropometric principles to accessible building design and fitout
CPPACC5004A	Apply building codes and standards to accessible large-scale buildings
CPPACC5006A	Apply ergonomic principles to accessible building design and fitout
CPPACC5007A	Apply mechanics of human body functions to accessible building design and fitout
CPPACC5010A	Provide access advice on the design of the built environment
CPPACC5020A	Undertake research on access issues
Elective units	
Group A Access consulting	
CPPACC4006A	Conduct a playground access audit
CPPACC4007A	Conduct a streetscape access audit
CPPACC4008A	Conduct a transport conveyance and boarding device access audit
CPPACC4009A	Conduct a transport premises access audit
CPPACC4010A	Conduct an aged care facility access audit
CPPACC4011A	Conduct an educational facility access audit
CPPACC4012A	Conduct an outdoor recreation area access audit
Group B General electives	
BSBMED301	Interpret and apply medical terminology appropriately
BSBLDR403	Promote team effectiveness
BSBWRK510	Manage employee relations
CHCPOL606B	Coordinate policy development
CPCCSV5003A	Produce working drawings for residential buildings
CPCCSV5010A	Interact with clients in a regulated environment
CPCCSV6009A	Implement performance based codes and risk management principles

	for buildings up to 3 storeys
CPCCSV6011A	Apply legal procedures to building surveying
CPCCSV6013A	Co-ordinate asset refurbishment
CPPACC5001A	Assess documentation of building work for access compliance
CPPACC5002A	Inspect access compliance during the building process
CPPACC5005A	Interpret and apply building control legislation when assessing large-scale buildings for access
CPPACC5008A	Assess the construction of existing buildings and new building work required to be accessible
CPPACC5009A	Evaluate materials for the construction of buildings for access
CPPACC5011A	Prepare a concept design for accessible building work
CPPACC5012A	Prepare a design brief for accessible building work
CPPACC5013A	Prepare and administer tender documentation for accessible building work
CPPACC5014A	Prepare contract documentation for accessible building work
CPPACC5015A	Prepare specification documentation for accessible building work
CPPACC5016A	Provide expert access advice on renovations to private dwellings
CPPACC5017A	Provide expert access advice on building renovations
CPPACC5018A	Provide expert access advice to a complainant or respondent
CPPACC5019A	Coordinate the development and implementation of Disability Discrimination Act Action Plans
CPPACC6001A	Participate as an access expert on an Access Panel
CPPACC6002A	Apply performance-based codes and risk management principles to assessing buildings for access
CPPACC6003A	Apply unjustifiable hardship principles to Alternative Building Solutions for access
CPPDSM5001 A	Advise on use and design of facilities
CPPDSM5007	Coordinate construction or renovation of facilities

A	
CPPDSM5023 A	Implement facilities management plan
CPPDSM5024 A	Implement facilities procurement systems
CPPDSM5027 A	Provide facilities and amenities for property users
CPPDSM5034 A	Monitor performance of property or facility portfolio
HLTHIR403B	Work effectively with culturally diverse clients and co-workers
LGACOM501B	Develop and organise public education programs
MSFFT4010	Identify and calculate production costs
PSPREG004	Promote client compliance