



**Australian Government**

# **CSC40120 Certificate IV in Correctional Practice**

**Release 2**

# CSC40120 Certificate IV in Correctional Practice

## Modification History

Release 2. Modifications have been made to:

- Unit CSCINT005 deleted due to zero enrolment

Release 1. This qualification was released in CSC Correctional Services Training Package Release 3.0

## Qualification Description

This qualification reflects the role of individuals employed in the supervision and management of offenders and detainees. It allows for the attainment of general competencies, dog handling competencies or specialisations in supervision and leadership, case management, community or emergency response streams.

The general qualification covers competencies that reflect advanced practice and greater team leadership roles of experienced individuals.

The case management specialisation covers the competencies required by individuals responsible for case management of offenders in custodial or community settings.

The community specialisation covers the competencies required by individuals responsible for supervising offenders directly or indirectly in the community and within specified parameters of responsibility defined by work activities, or by the complexity of assessment offenders' needs and risks.

The dog handling elective group covers competencies suitable for individuals responsible for the maintenance of canine health and welfare and the utilisation of canines for detection and security purposes.

The emergency response specialisation covers the competencies required by individuals responsible for responding to and supervising serious incidents or events that occur within custodial settings.

The supervision specialisation covers the competencies required by individuals responsible for supervising staff and/or offenders in the correctional environment.

Statutory/legislative requirements apply to this qualification and may vary across states and territories. Users are required to check with the relevant jurisdiction for current requirements.

### Additional qualification advice

Where a defined specialisation is completed as detailed below, the resultant testamur can be titled: Certificate IV in Correctional Practice (field of study) e.g. Certificate IV in Correctional Practice (Supervision).

## Entry Requirements

There are no entry requirements for this qualification.

## Packaging Rules

12 units of competency must be completed:

- 4 core units
- 1 health and safety elective unit relevant to the job role
- 7 elective units consisting of:
  - units from either the health and safety elective units not already selected, or from any of the Groups below
  - Dog Handlers should complete at least three units from Group F and the remaining four from any of the Groups below
  - up to 2 elective units may be selected from this or imported from any other endorsed Training Package or accredited course, provided the selected units contribute to the vocational outcome of the qualification and do not duplicate content already covered. Where imported units are selected, care must be taken to ensure that any prerequisite units specified are complied with.

Where a pre-requisite unit is attached to a unit it is identified by this symbol ⊥.

## Specialisation

Candidates may specialise in a specific stream by completing the core units and elective units from one of the following:

- Case Management specialisation = 4 core units, 1 health and safety elective unit, 4 Group B units plus 3 Group G units
- Community specialisation = 4 core units, 1 health and safety elective unit, 5 Group C units plus 2 Group G units
- Emergency Response specialisation = 4 core units, 1 health and safety elective unit, 6 Group D units plus 1 Group G units
- Supervision specialisation = 4 core units, 1 health and safety elective unit, 5 Group E units plus 2 Group G units

Up to 2 elective units may be selected from this or imported from any other endorsed Training Package or accredited course when selecting Group G electives.

## Core units

BSBLDR413	Lead effective workplace relationships
CSCORG008	Gather and report complex information
CSCORG028	Work effectively with culturally diverse offenders and colleagues
CSCSAS020	Manage security

**Group A: Health and safety elective units**

BSBWHS211	Contribute to the health and safety of self and others
BSBWHS311	Assist with maintaining workplace safety
CSCWHS002	Supervise occupational health and safety practices

**Group B: Case Management specialisation**

CHCCSM005	Develop, facilitate and review all aspects of case management
CSCOFM010	Support offender to maintain positive relationships
CSCOFM015	Implement planned approach to offender management
CSCOFM018	Provide guidance and counsel

**Group C: Community specialisation**

CHCCCS014	Provide brief interventions
CHCCSM005	Develop, facilitate and review all aspects of case management
CSCINT004	Assess offender risks and needs
CSCORG004	Prepare reports for justice agencies
CSCORG029	Conduct interviews

**Group D: Emergency Response specialisation**

CSCSAS015	Manage threatening behaviour
CSCSAS016	Provide emergency response to dangerous incidents
CSCSAS021	Participate in incident briefing, debriefing and analysis
PUAEMR005	Treat operational risk
	└ PUAEMR006 Assess operational risk
PUAEMR006	Assess operational risk
PUALAW001	Protect and preserve incident scene

**Group E: Supervision specialisation**

BSBLDR414	Lead team effectiveness
BSBOPS403	Apply business risk management processes

- BSBPEF402 Develop personal work priorities
- CSCORG013 Coordinate a work team
- PSPGEN037 Monitor performance and provide feedback

**Group F: Dog Handling elective units**

- CSCDOG008 Assess dogs for custodial purposes  
└ CSCDOG010 Manage detector dogs  
OR  
└ CSCDOG011 Manage dogs for security purposes
- CSCDOG009 Maintain the health and welfare of dogs
- CSCDOG010 Manage detector dogs
- CSCDOG011 Manage dogs for security purposes
- CSCDOG012 Prepare stimulus aids for use with dogs
- CSCDOG013 Train dog handler teams  
└ CSCDOG008 Assess dogs for custodial purposes  
└ CSCDOG010 Manage detector dogs  
OR  
└ CSCDOG011 Manage dogs for security purposes  
└ CSCDOG009 Maintain the health and welfare of dogs  
└ CSCDOG012 Prepare stimulus aids for use with dogs

**Group G: General elective units**

- BSBCMM511 Communicate with influence
- BSBSUS411 Implement and monitor environmentally sustainable work practices
- BSBXDB301 Respond to the service needs of customers and clients with disability
- CHCCCS014 Provide brief interventions
- CHCCSM005 Develop, facilitate and review all aspects of case management
- CHCDFV001 Recognise and respond appropriately to domestic and family violence
- CHCMHS001 Work with people with mental health issues
- CSCINT001 Negotiate behaviour change

CSCINT002	Assist offenders to change behaviour
CSCINT003	Assist offenders to change drug and alcohol use
CSCINT004	Assess offender risks and needs
CSCOFM003	Maintain the health, safety and welfare of offenders
CSCOFM004	Protect the safety and welfare of vulnerable offenders
CSCOFM017	Supervise community work programs
CSCOFM019	Manage complex supervision
CSCOFM026	Protect the safety and welfare of Aboriginal and Torres Strait Islander offenders
CSCOFM028	Provide support to offenders in Aboriginal and Torres Strait Islander communities
CSCOFM030	Support offender rehabilitation and reintegration in the community
CSCORG004	Prepare reports for justice agencies
CSCORG029	Conduct interviews
CSCORG007	Contribute to work unit planning
CSCORG009	Report to a formal inquiry
CSCORG010	Organise and chair meetings
CSCORG011	Establish and maintain networks
CSCORG012	Manage activities to meet client requirements
CSCSAS011	Monitor control room operations
CSCSAS013	Manage conflict through negotiation
CSCSAS014	Monitor and review security systems
CSCSAS015	Manage threatening behaviour
CSCSAS017	Use firearms
CSCTRA004	Plan and monitor escorts
PSPGEN016	Address client needs

PSPGEN035	Provide workplace mentoring
PUAEQU001	Prepare, maintain and test response equipment └ PUAFIR210 Prevent injury
PUALAW001	Protect and preserve incident scene

## Qualification Mapping Information

This qualification replaces and is equivalent to CSC40115 Certificate IV in Correctional Practice.

## Links

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