



Australian Government

FNSIAD512 Develop financial investment options and strategies for clients

Release: 1

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Modification History

Release	Comments
Release 1	This version first released with the FNS Financial Services Training Package Version 8.0. Supersedes and is not equivalent to FNSIAD502 Provide appropriate and timely information and advice to clients.

Application

This unit describes the skills and knowledge required to provide financial information and wholesale advice to clients with regard to a variety of financial investment options and strategies.

The unit applies to individuals working in organisations and job roles in the provision of wholesale financial advice to clients.

Work functions in the occupational areas where this unit may be used are subject to regulatory requirements. Users are advised to check with the relevant regulatory authorities to confirm those requirements.

Unit Sector

Industry advice

Elements and Performance Criteria

ELEMENT	PERFORMANCE CRITERIA
<i>Elements describe the essential outcomes.</i>	<i>Performance criteria describe the performance needed to demonstrate achievement of the element.</i>
1. Analyse client expectations, requirements and investment strategies	1.1 Determine client expectations and needs according to client requirements, organisational policy and guidelines, and relevant legislation or industry codes of practice 1.2 Research and determine appropriate strategies that meet client needs and requirements 1.3 Seek and obtain specialist advice, as required 1.4 Complete cost-benefit analysis of the various strategies and document as required

ELEMENT	PERFORMANCE CRITERIA
2. Develop response consistent with client investment strategies and agreed terms of business	2.1 Identify range of investment options and investment strategies relevant to client requirements 2.2 Explain features of options and potential impacts to client 2.3 Make relevant disclosures to client as required by legislation, regulations, industry codes of practice, and organisational policies and guidelines 2.4 Confirm client understanding of selected options, potential impacts and disclosures 2.5 Explain requirements to put suggested options into effect and obtain agreement to proceed from client 2.6 Prepare documentation that incorporates suggested options, agreed investment strategies and confirmation of agreement 2.7 Update and file client records according to organisational policies and procedures
3. Provide financial advice and review of portfolio as requested and within agreed terms of business	3.1 Establish and implement process for maintaining rapport with clients 3.2 Seek client satisfaction and feedback regarding service performance, portfolio performance and recommended investment strategies 3.3 Advise on additional products and services that meet client needs and requirements 3.4 Inform existing clients of additional or ongoing services and potential investment opportunities 3.5 Seek client satisfaction feedback regarding service performance, portfolio performance and recommended investment strategies

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance but not explicit in the performance criteria.

SKILL	DESCRIPTION
Learning	Ensures knowledge of legislative requirements and products is kept up-to-date to provide accurate information
Numeracy	Performs mathematical calculations to analyse financial data and statistics, and provide accurate advice to clients
Oral communication	- Determines and confirms client requirements using active listening and questioning to convey and clarify information - Presents complex information in formal situations using clear and convincing language, tone and pace appropriate for audience and

SKILL	DESCRIPTION
	purpose
Reading	• Critically analyses complex documentation from a variety of sources and consolidates information relating to specific criteria to determine requirements
Writing	• Records and completes accurate organisational documents and correspondence using clear language and correct spelling, grammar and terminology • Documents outcomes of communications and changes documentation to revised circumstance
Problem solving	• Identifies and resolves key issues, processes and practices that may have legal implications • Manages conflict through recognition of contributing factors and by implementing strategies to resolve it

Unit Mapping Information

No equivalent unit. Supersedes and is not equivalent to FNSIAD502 Provide appropriate and timely information and advice to clients.

Links

Companion Volume Implementation Guide is found on VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c7200cc8-0566-4f04-b76f-e89fd6f102fe>