PSP50116 Diploma of Government

# Modification History

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| Release | Comments |
| 1 | This qualification was released in PSP Public Sector Training Package release 1.0 and meets the Standards for Training Packages. This qualification supersedes and is equivalent to PSP50112 Diploma of Government.* PSP unit codes updated
* Imported units updated
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# Qualification Description

This qualification allows for the attainment of competencies required for independent and self-directed work in the public sector. There may be supervisory responsibilities.

The generalist qualification is particularly suited to those working in an environment where there are a range of responsibilities which are diverse in nature rather than within a narrow specialisation and/or who work in small or regionally based organisations. Chosen elective units should reflect the responsibilities of the individual.

The injury management specialisation covers the skills required for working as injury management case manager in the public sector.

The workplace inspection specialisation covers the skills required for those responsible for the conduct of statutory investigation and enforcement requirements under any of the following legislative frameworks: work health and safety, workers’ compensation, injury management or workplace relations.

The policy development specialisation covers the skills required to develop organisational and public policy within the public sector.

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

Additional qualification advice

Where a defined specialisation is completed as listed below, the resultant testamur can be titled: Diploma of Government (field of study) e.g. Diploma of Government (Injury management).

# Packaging Rules

11 units of competency are required for this qualification:

* 4 core units
* 7 elective units

Choose 1 elective from Group A Work health safety.

Generalist:

* a minimum of 4 units from Groups B-E or from elsewhere within this training package

Choose the remaining electives from the list below or from elsewhere within this training package, or from another endorsed training package, or from an accredited course.

Specialisations

Injury management specialisation:

* 4 units from Group B

Choose the remaining electives from the list below or from elsewhere within this training package, or from another endorsed training package, or from an accredited course.

Workplace inspection specialisation:

* 4 units from Group C

Choose the remaining electives from the list below or from elsewhere within this training package, or from another endorsed training package, or from an accredited course.

Policy development specialisation:

* 4 units from Group D

Choose the remaining electives from the list below or from elsewhere within this training package, or from another endorsed training package, or from an accredited course.

All elective units selected from outside this qualification must reflect the occupational learning outcomes of this AQF qualification level. Seek further advice on selecting imported units of competency in the PSP Implementation Guide.

Elective units selected must not duplicate content already covered by other units in this qualification.

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| Core units |
| PSPETH003 | Promote the values and ethos of public service |
| PSPGEN047 | Promote diversity |
| PSPGEN054 | Use complex workplace communication strategies |
| PSPLEG003 | Promote compliance with legislation in the public sector |
| Elective units |
| Group A: Work health safety |
| BSBWHS301 | Maintain workplace safety |
| BSBWHS401 | Implement and monitor WHS policies, procedures and programs to meet legislative requirements |
| Group B: Injury management specialisation |
| PSPINM011 | Determine liability and negotiate settlements |
| PSPINM012 | Manage case direction and outcomes |
| PSPINM013 | Maintain and monitor service standards |
| PSPINM014 | Contribute to a quality injury management system |
| Group C: Workplace inspection specialisation |
| PSPWPI001 | Evaluate workplace legislative compliance |
| PSPWPI002 | Facilitate improvement in workplace legislative performance |
| PSPWPI003 | Investigate possible breaches of workplace legislation |
| PSPMGT007 | Manage risk |
| Group D: Policy development specialisation |
| PSPPCY006 | Develop organisation policy |
| PSPPCY007 | Advise on organisation policy |
| PSPPCY008 | Develop public policy |
| PSPPCY009 | Provide policy advice  |
| Group E: General elective units |
| PSPGEN044 | Develop client services |
| PSPGEN045 | Coordinate resource allocation and usage |
| PSPGEN046 | Undertake research and analysis |
| PSPGEN048 | Support workplace coaching and mentoring |
| PSPGEN049 | Undertake negotiations |
| PSPGEN050 | Manage conflict |
| PSPGEN051 | Conduct evaluations |
| PSPGEN052 | Undertake and promote career management |
| PSPGEN053 | Provide leadership |
| PSPGEN055 | Refine complex workplace documents |
| PSPGEN056 | Facilitate change |
| PSPGEN057 | Develop and use political nous |
| PSPGEN058 | Coordinate risk management  |
| PSPGEN059 | Benchmark performance |
| PSPGEN060 | Manage performance |
| PSPGEN061 | Scope statistical data collection |
| PSPGEN062 | Collect statistical data |
| PSPGEN063 | Process statistical data |
| PSPGEN064 | Interrogate and analyse statistical data |
| PSPGEN065 | Interpret data and related statistics |
| PSPGEN072 | Manage compliance with workplace relations legislation |
| PSPGEN073 | Prepare for community engagement |
| PSPGEN074 | Develop and implement community engagement strategies |
| PSPGEN075 | Build and maintain community relationships |
| PSPGEN077 | Apply public sector financial policies and processes |
| PSPGEN081 | Provide public affairs writing and editorial services |
| PSPGEN082 | Coordinate public affairs events and activities |
| PSPBDR014 | Command operational forces |
| PSPHRM003 | Facilitate performance management processes |
| PSPHRM004 | Implement workforce planning and succession strategies |
| PSPHRM005 | Implement staffing policies |
| PSPHRM006 | Coordinate employment relations |
| PSPHRM007 | Coordinate employee support |
| PSPHRM008 | Coordinate career development |
| PSPGSD011 | Manage the emergent dynamics of government service delivery |
| PSPGSD012 | Provide specialist technical service delivery |
| PSPLND012 | Review planning documents and environmental assessments |
| PSPREG022 | Supervise and carry out complex inspections and monitoring |
| PSPREG023 | Manage plant movement health risk |
| PSPSCI008 | Provide high-level scientific technical support |
| PSPSCI009 | Facilitate innovation and change through extension |
| PSPSCI010 | Develop and undertake scientific/technological research |
| BSBLDR501 | Develop and use emotional intelligence |

# Qualification Mapping Information

This qualification supersedes and is equivalent to PSP50112 Diploma of Government.

# Links

GSA website - http://companion\_volumes.vetnet.education.gov.au/Pages/TrainingPackage.aspx?pid=38

PSP Implementation Guide - http://companion\_volumes.vetnet.education.gov.au/Pages/TrainingPackage.aspx?pid=38

PSP Foundation Skills Guide - http://companion\_volumes.vetnet.education.gov.au/Pages/TrainingPackage.aspx?pid=38

PSP Knowledge Guide - http://companion\_volumes.vetnet.education.gov.au/Pages/TrainingPackage.aspx?pid=38