PSPFRU013 Anticipate and detect possible fraud activity

Release: 1

PSPFRU013 Anticipate and detect possible fraud activity

Modification History

Supersedes and is equivalent to PSPFRU004 Anticipate and detect possible fraud activity.

Application

This unit describes the performance outcomes, skills and knowledge required to undertake strategic analysis and detection of corruption or fraudulent activities.

This unit applies to those working in a dedicated investigatory role, or one in which workplace activities require ethical actions, complying with legislation or exercising regulatory powers. Those undertaking this unit work independently performing complex tasks, in a range of familiar contexts.

The skills in this unit must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

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

Pre-requisite Unit

Nil

Competency Field

Fraud control

Elements and Performance Criteria

ELEMENTS	PERFORMANCE CRITERIA
Elements describe the essential outcomes	*Performance criteria describe the performance needed to demonstrate achievement of the element.*
1. Hypothesise fraud and corruption situations.	1.1. Formulate hypotheses and specify guidelines for input into information system design.
	1.2. Collect data and information to support hypotheses and guidelines.
	1.3. Identify new potential risk areas using hypothetical fraud and corruption situations.

2. Initiate projects to test newly identified risk areas.	2.1. Initiate new projects and define parameters in accordance with fraud and corruption control plan.
	2.2. Justify significance and value of the project ensuring consistency with fraud and corruption control plan.
	2.3. Review previous and ongoing activities in relevant areas for contribution to the project outcomes.
	2.4. Design project activities for the identification of risks.
3. Analyse trends in fraud and corruption activities and investigations.	3.1. Identify emerging patterns of behaviour reflected in data.
	3.2. Draw conclusions from previous investigations, data, statistics and qualitative sources.
	3.3. Identify risks and strengths through analysis of trends.
	3.4. Include discussion with experienced staff as an additional source of information on trends.
	3.5. Use networks to provide useful contacts and information for investigation.
	3.6. Produce performance reports that identify trends in fraud and corruption activities and investigations.
4. Recommend course(s) of action.	4.1. Evaluate relevant elements to inform recommendations.
	4.2. Identify investigation targets and refer suggestions for future areas of investigation to management.
	4.3. Recommend changes to organisational controls and initiatives to target potential trouble spots.
	4.4. Use checking processes to confirm reliability of data.
	4.5. Recommend feasible options to management.
5. Provide information on recommended actions.	5.1. Provide reports containing suggestions for actions and sufficient supporting information for management to resource future projects.
	5.2. Provide advice regarding appropriate controls and initiatives required to address fraud and corruption.
	5.3. Prepare and give operational briefings and other presentations that provide current and accurate information about fraud and corruption issues.
	5.4. Explain operational risks as they arise.
	5.5. Give information that clearly explains the nature of possible risk, with suggested solutions.

Foundation Skills

Foundation skills essential to performance in this unit, but not explicit in the performance criteria are listed here, along with a brief context statement.

SKILLS	DESCRIPTION
Numeracy skills to:	• interpret data and apply in support of recommendations and advice.
Planning and organising skills to:	• collaborate effectively with staff and other personnel in the investigation of trends and developing recommendations.

Unit Mapping Information

Supersedes and is equivalent to PSPFRU013 Anticipate and detect possible fraud activity.

Links

Companion Volume implementation guides are found in VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623