



Australian Government

SIFCCAC003 Coordinate the collection or memorialisation of cremated remains

Release: 1

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Modification History

Not applicable.

Application

This unit describes the performance outcomes, skills and knowledge required to advise families and arrange the collection or memorialisation of cremated remains. It applies to crematorium staff working with relative autonomy according to work health and safety, relevant legislation and workplace policies and procedures.

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

Competency Field

Cemetery and Crematoria Administration and Coordination

Unit Sector

Cemetery and Crematoria

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1. Identify wishes of family.

2. Arrange for collection of cremated remains.

PERFORMANCE CRITERIA

Performance criteria describe the performance needed to demonstrate achievement of the element.

1.1 Discuss collection and memorialisation options, services, ceremony and procedures with family of deceased person.

1.2 Recognise any social, cultural and religious considerations, requirements and rituals of family.

1.3 Assist family to determine collection or memorialisation arrangements that best suit their needs.

2.1 Locate cremated remains and prepare according to family requirements.

2.2 Obtain appropriate vessel or container for cremated remains according to family requirements.

2.3 Complete and file documentation.

2.4 Issue cremated remains to designated person as required after completing relevant documentation.

3. Arrange for memorialisation of cremated remains.

3.1 Determine suitable time for memorialisation in consultation with family.

3.2 Liaise with appropriate staff to arrange for memorialisation and communicate requirements.

3.3 Confirm appropriate memorial site according to family requirements.

3.4 Arrange for manufacture of memorial plaque.

3.5 Check and complete relevant documentation.

Foundation Skills

This section describes those language, literacy, numeracy and employment skills that are essential to performance.

Foundation skills essential to performance are explicit in the performance criteria of this unit of competency.

Unit Mapping Information

SIFBCR013A Coordinate the collection or memorialisation of cremated remains.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c2c3131e-4418-4aa3-8ff1-a855c95f7fd6>