



Australian Government

CSCOFM033 Manage complex supervision

Release: 1

CSCOFM033 Manage complex supervision

Modification History

Release 1. This is the first release of this unit of competency in the CSC Correctional Services Training Package Release 4.0

Application

This unit describes the skills and knowledge required to prepare for complex offender supervision, maintain personal safety while supervising offenders and report on high-risk offenders.

This unit applies to those working in correctional services roles supervising high-risk offenders as determined in your jurisdiction.

High-risk offenders can be defined as:

- sex offenders
- violent offenders
- offenders who have committed offences against children
- offenders with complex supervision requirements
- offenders subject to media attention and/or who are high profile
- offenders likely to cause harm to individuals and the community

A person undertaking this role may work autonomously or under supervision, accessing and evaluating support from a broad range of sources. The role is complex involving task organisation and extensive analysis.

The skills and knowledge described in this unit must be applied within the legislative, regulatory and policy environment in which they are carried out. Organisational policies and procedures must be consulted and adhered to, particularly those related to management of high-risk offenders and liaising with external organisations and the community.

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

Pre-requisite Unit

Not applicable

Competency Field

Offender management

Unit Sector

Not applicable

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 Prepare for complex supervision

1.1 Gather information on the offender to determine current status and risk in accordance with organisational requirements

1.2 Identify key stakeholders and information sharing protocols in the supervision of a high-risk offender

1.3 Select and document appropriate strategies in the management of key stakeholder relationships

2 Maintain safety whilst supervising high-risk offenders

2.1 Identify and apply relevant procedures to the case management of the high-risk offender

2.2 Identify risks associated with the supervision of the high-risk offender

2.3 Identify and incorporate a range of preventative strategies in the management of the high-risk offender

2.4 Recognise potential causes of personal stress and adopt strategies to manage, reduce or eliminate

2.5 Regularly monitor situation to determine heightened risk and re-evaluate risk plan accordingly

3 Report on high-risk offenders

3.1 Prepare and submit reports/reviews on the high-risk offender to approved stakeholders

3.2 Complete and submit compulsory reports of the offender's behaviour/concerns in accordance with legislative or organisational requirements

3.3 Maintain privacy and confidentiality according to legislative and organisational requirements

3.4 Provide information as required to approved stakeholders

Foundation Skills

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

Range of Conditions

Range is restricted to essential operating conditions and any other variables essential to the work environment.

Non-essential conditions may be found in the Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to CSCOFM019 Manage complex supervision.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=114e25cd-3a2c-4490-baae-47d68dcd2fde>

Assessment Requirements for CSCOFM033 Manage complex supervision

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Performance Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria on two separate occasions and include:

- using offender intervention, treatment planning and monitoring strategies
- compiling written reports of a complex nature
- making recommendations and risk assessments based on offender reports
- using effective communication skills to enable management of high-risk offenders
- maintaining continuous collaborative working relationships with stakeholders to ensure management of high-risk offenders
- using organisational assessment tools to competently evaluate offender risk.

Knowledge Evidence

Evidence required to demonstrate competence in this unit must be relevant to and satisfy all of the requirements of the elements and performance criteria and include knowledge of:

- organisational policies and procedures related to management of high-risk offenders
- legislation and statutory requirements
- communication techniques
- stress management techniques
- organisational support programs and other available resources
- stakeholders
- offender assessment, intervention, treatment planning and monitoring strategies
- current research and practices specific to effective management of high-risk offenders
- political nature of high-risk offenders.

Assessment Conditions

Assessors must hold credentials specified within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must satisfy the Principles of Assessment and Rules of Evidence and all regulatory requirements included within the Standards for Registered Training Organisations current at the time of assessment.

Assessment must occur in workplace operational situations. Where this is not appropriate, assessment must occur in simulated workplace operational situations that reflect workplace conditions.

Assessment processes and techniques must be appropriate to the language, literacy and numeracy requirements of the work being performed and the needs of the candidate.

Resources for assessment must include access to:

- a range of relevant exercises, case studies and/or simulations
- acceptable means of simulation assessment
- applicable documentation, including workplace procedures, regulations, codes of practice and operation manuals
- relevant materials, tools, equipment and PPE currently used in industry.

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