



Australian Government

CSCOFM045 Supervise offenders

Release: 1

CSCOFM045 Supervise offenders

Modification History

Release 1. This is the first release of this unit of competency in the CSC Correctional Services Training Package Release 5.0

Application

This unit describes the skills and knowledge required to monitor the security, behaviour, needs and concerns of offenders. It also outlines the skills required to supervise offenders with diverse needs.

An individual undertaking this role may work with moderate support. The role involves routine tasks with a number of familiar steps.

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 interaction with offenders and liaison with support personnel.

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

Elements describe the essential outcomes.

PERFORMANCE CRITERIA

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

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|---|---|
| 1 Monitor security and behaviour | <ul style="list-style-type: none">1.1 Maintain contact with offenders to observe and actively monitor their behaviour, responses and environment1.2 Identify potential problems, conflict or stress present in offender behaviour, responses and environment1.3 Act on breaches or risks to security, safety, health and hygiene promptly1.4 Respond to potential risks and implement intervention strategies according to guidelines, priorities and degree of urgency1.5 Report changes to requirements and routine promptly and provide information about the changes to relevant people according to the degree of risk |
| 2 Respond to needs and concerns | <ul style="list-style-type: none">2.1 Use active communication to gain information that will assist in identifying offender's needs, problems and concerns2.2 Respond to expressions of needs and concerns to promote confidence and trust and a positive approach to addressing concerns2.3 Identify and assess changes in the mood and behaviour of the offender that may impact on their welfare, safety, security and the environment2.4 Analyse offender information for security, safety and welfare considerations2.5 Create ongoing opportunities for the offender to express concerns and problems while providing appropriate support2.6 Report or refer considerations to authorised personnel for appropriate action in accordance with protocol and agreed practice |
| 3 Supervise offenders with diverse needs | <ul style="list-style-type: none">3.1 Adapt communication with offender to reflect and respect diverse values, practices and capabilities3.2 Demonstrate how personal values and beliefs may impact on objectivity and professionalism in the supervision of offenders3.3 Encourage colleagues and offenders to respect |

diversity

- 3.4 Demonstrate actions consistent with antidiscrimination legislative requirements
- 3.5 Seek support from relevant advisers and agencies when required and requested

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 Correctional Services Training Package Companion Volume Implementation Guide.

Unit Mapping Information

This unit replaces and is equivalent to CSCOFM008 Supervise offenders.

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 CSCOFM045 Supervise offenders

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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 at least two occasions and include:

- adapting communication techniques in recognition of individual needs
- seeking advice from specialists
- prioritising actions in response to risk
- identifying and monitoring changes in offender behaviour
- writing information in the format and language required by the organisation.

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 supervision of offenders
- code of conduct
- duty of care
- relevant legislation
- range of services and programs provided by the justice system and the organisation
- communication techniques
- support advisors, specialists and agencies
- dynamic security techniques.

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.

Links

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