



Australian Government

CSCSAS032 Participate in incident briefing, debriefing and analysis

Release: 1

CSCSAS032 Participate in incident briefing, debriefing and analysis

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 participate in incident briefings and post-incident debriefings and contribute to incident analysis.

An individual undertaking this role works part of a coordinated team, drawing upon support from a range of established resources. The role requires organisational, analysis and communication skills.

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 incident response and reporting.

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

Pre-requisite Unit

Not applicable.

Competency Field

Safety and security

Unit Sector

Not applicable.

Elements and Performance Criteria

ELEMENTS

Elements describe the essential outcomes.

1 Participate in incident

PERFORMANCE CRITERIA

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

1.1 Attend briefing location with predetermined equipment

briefing	as directed
	1.2 Contribute relevant knowledge or insight to briefing to enhance incident response formulation
	1.3 Request clarification of incident response purpose, roles and actions as required
2 Participate in post-incident debriefing	2.1 Respond to requests to participate in post-incident debriefing in a timely manner
	2.2 Reflect on actions of self and others, including consideration of response outcomes and organisational expectations
	2.3 Work cooperatively with all people involved in the post-incident debriefing, recognising individual roles and responsibilities
	2.4 Actively contribute to post-incident debriefing process as required by designated role
	2.5 Complete required debriefing actions within designated timelines
3 Contribute to incident analysis	3.1 Collect and record details of incidents as required by designated role
	3.2 Contribute relevant information to the conditions and/or circumstances that initiated the incident
	3.3 Analyse incident response to identify areas for improvement or adjustment
	3.4 Complete written reports or recommendations as required by designated role

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 CSCSAS021 Participate in incident briefing, debriefing and analysis.

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 CSCSAS032 Participate in incident briefing, debriefing and analysis

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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:

- using effective oral and written communication
- using reflection techniques to reflect on own and others' actions to inform analysis of incident response
- using analytical skills to assist in the examination of details relating to the incident and response
- using appropriate non-judgemental and emotionally safe language when participating in incident briefing and debriefing.

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 briefing and debriefing conduct, incident response and reporting
- duty of care
- code of conduct
- appropriate and effective language and style of communication
- available resources that may assist post-incident analysis
- post incident support services available.

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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