



Australian Government

DEFSS00047 Defence Paralegal Case Management Skill Set

Release: 1

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Modification History

Release 1. New Skill Set.

This is the first release of this Skill Set in the DEF Defence Training Package.

Description

This Skill Set enables Defence personnel to provide paralegal case management across a range of Defence and Commonwealth public service legal matters in a Defence context.

Pathways Information

This Skill Set is part of the DEF Defence Training Package. The Skill Set can be a standalone outcome or the units of competency may contribute to the achievement of relevant qualifications.

Licensing/Regulatory Information

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

Skill Set Requirements

A total of **three (3)** units of competency must be attained.

BSBINS303 Use knowledge management systems

PSPGEN105 Gather and analyse information

DEFDPL018 Manage and analyse a legal matter file

Target Group

This Skill Set is relevant for Defence paralegal personnel who are required to use a range of strategies to identify, collect, organise, store, retrieve, analyse, share and apply knowledge to Defence and Commonwealth public service legal matters in a Defence context.

Suggested words for Statement of Attainment

The DEFSS00047 Defence Paralegal Case Management Skill Set meets the industry requirements for Defence personnel who provide paralegal case management using the National Security Classification system in a Defence context.

Custom Content Section

Not applicable.