Australian Government

FNS42222 Certificate IV in Personal Trust Administration

Release 1

FNS42222 Certificate IV in Personal Trust Administration

Modification History

Release	Comments
Release 1	This version first released with the FNS Financial Services Training Package Version 8.0. Supersedes and is equivalent to FNS42215 Certificate IV in Personal Trust Administration.

Qualification Description

This qualification reflects the roles of individuals working in varied contexts within personal trust administration. Individuals in these roles apply solutions to a defined range of predictable and unpredictable problems and analyse and evaluate information from a variety of sources. They work autonomously, may provide guidance to others and have limited responsibility for the output of others.

Licensing, legislative, regulatory or certification considerations

No licensing, legislative or certification requirements apply to this qualification at the time of publication. However, some units will specify relevant licensing, legislative and/or regulatory requirements that impact on the unit. Refer to the relevant regulator for specific guidance on requirements.

Entry Requirements

Nil

Packaging Rules

Total number of units = 11

8 core units plus

3 elective units, of which:

- at least 2 must be from the elective units listed below
- up to 1 may be from this qualification or any currently endorsed Certificate III or above training package qualification or accredited course.

Elective units must be relevant to the work environment and the qualification, maintain the overall integrity of the AQF alignment, not duplicate the outcome of another unit chosen for the qualification, and contribute to a valid industry-supported vocational outcome.

Core units

FNSCUS403 Deliver a professional service to customers
FNSINC411 Conduct work according to professional practices in the financial services industry
FNSPRT412 Prepare wills
FNSPRT413 Administer complex estates
FNSPRT414 Administer complex trusts
FNSPRT415 Prepare and establish powers of attorney
FNSPRT416 Administer powers of attorney and financial administration orders
FNSPRT515 Develop and maintain knowledge of financial services and assets

Elective units

BSBAUD412 Work within compliance frameworks
BSBOPS403 Apply business risk management processes
BSBOPS404 Implement customer service strategies
BSBPEF402 Develop personal work priorities
BSBTWK401 Build and maintain business relationships
FNSACC413 Make decisions in a legal context
FNSCUS411 Participate in negotiations
FNSCUS412 Resolve disputes
FNSFPL401 Extract and analyse information on specified financial strategies and products
FNSPIM419 Maintain relationships with personal injury clients
FNSPIM510 Implement informed decision-making
FNSPRT311 Establish entitlements to intestate estates
FNSPRT312 Administer non-complex estates
FNSPRT313 Administer non-complex trusts
FNSPRT417 Investigate and substantiate entitlement in intestate estates
FNSPRT511 Advise clients on trust structures
FNSPRT512 Advise clients in estate planning
FNSPRT518 Administer charitable trusts

Qualification Mapping Information

Supersedes and is equivalent to FNS42215 Certificate IV in Personal Trust Administration.

Links

Companion Volume Implementation Guide is found on VETNet - https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=c7200cc8-0566-4f04-b76f-e89fd6f102fe