



Australian Government

Assessment Requirements for PSPCRT008 Undertake court listings

Release: 1

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Modification History

Release	Comments
1	These Assessment Requirements were released in PSP Public Sector Training Package release 1.0 and meet the Standards for Training Packages. Assessment Requirements created drawing upon specified assessment information from superseded unit

Performance Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the candidate must demonstrate evidence of performance of the following on at least one occasion.

- applying legislative requirements to court listings
- gathering and analysing information
- responding to contingencies using problem-solving skills
- dealing effectively with different stakeholders, including at least one of:
 - judicial support officers
 - associates
 - court reporters
 - interpreters
 - sheriff's officers
- operating court-specific software

Knowledge Evidence

Evidence required to demonstrate competence must satisfy all of the requirements of the elements and performance criteria. If not otherwise specified the depth of knowledge demonstrated must be appropriate to the job context.

- legislation, regulations, policies, procedures and guidelines relating to court listings and hearings
- courts administration structure
- principles of judicial independence
- current approaches to courts administration
- record management procedures and protocols

- client services in relation to listing protocols

Assessment Conditions

Assessment of this unit requires evidence gathered over time in a workplace environment or one that closely resembles normal work practice and replicates the diverse conditions likely to be encountered when undertaking court listings.

Assessors must satisfy the NVR/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=bebbece7-ff48-4d2c-8876-405679019623>

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