



Australian Government

Assessment Requirements for PSPCRT027 Perform duties to support a hearing

Release: 1

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Modification History

Supersedes and is equivalent to PSPCRT002 Perform duties to support a hearing.

Performance Evidence

Evidence of the ability to complete tasks outlined in elements and performance criteria of this unit in the context of the job role, and:

- perform court orderly function for at least one court hearing and:
 - apply court operating procedures and protocols
 - use problem solving skills to manage contingencies
 - instruct court users
 - deal effectively with different stakeholders, including at least one of the following:
 - associates
 - court reporters
 - interpreters
 - judicial support officers
 - parties in custody
 - sheriff's officers.

Knowledge Evidence

Demonstrated knowledge required to complete the tasks outlined in elements and performance criteria of this unit:

- court administration structure
- court operating procedures and protocols
- principles of judicial independence
- organisational policies and procedures for carrying out court orderly functions
- record management procedures and protocols
- oaths, affirmations and their administration
- types of court documents relevant to the court orderly function
- technology used in court proceedings
- public sector legislation that impacts the court orderly function.

Assessment Conditions

Skills must be demonstrated in the workplace or in a simulated environment that reflects workplace conditions.

Assessment must ensure access to:

- legislation, policies, procedures and protocols relating to court orderly functions
- resources and equipment required of the working environment.

Assessors must satisfy the Standards for Registered Training Organisations' 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>