



Australian Government

Assessment Requirements for CHCADV004 Represent organisation in court or tribunal

Release: 1

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Modification History

Release	Comments
Release 1	<p>This version was released in <i>CHC Community Services Training Package release 2.0</i> and meets the requirements of the 2012 Standards for Training Packages.</p> <p>Significant changes to performance criteria. New evidence requirements for assessment including volume and frequency requirements. Significant changes to knowledge evidence.</p>

Performance Evidence

The candidate must show evidence of the ability to complete tasks outlined in elements and performance criteria of this unit, manage tasks and manage contingencies in the context of the job role. There must be demonstrated evidence that the candidate has:

- represented an organisation in court and/or tribunal on 1 occasion including preparing for, and following up on hearing.

Knowledge Evidence

The candidate must be able to demonstrate essential knowledge required to effectively do the task outlined in elements and performance criteria of this unit, manage the task and manage contingencies in the context of the work role. This includes knowledge of:

- relevant legislation, policies and organisation procedures
- relevance of legal system to service delivery policy
- knowledge of the processes and structure of the Australian legal system, including:
 - court and/or tribunal processes
 - role of different tribunals
 - knowledge of different court types and relevant procedures and etiquette
 - common law and statute law
- organisational and legal documentation, including:
 - briefs of evidence
 - court reports
 - affidavit

- police statements
- set questions
- file or case notes

Assessment Conditions

Skills must have been demonstrated in the workplace or in a simulated environment that reflects workplace conditions. The following conditions must be met for this unit:

- use of suitable facilities, equipment and resources
- modelling of industry operating conditions and contingencies, including:
 - case study of court and/or tribunal case
 - interactions with people
 - typical workplace reporting processes

Assessors must satisfy the Standards for Registered Training Organisations (RTOs) 2015/AQTF mandatory competency requirements for assessors.

Links

Companion Volume implementation guides are found in VETNet -

<https://vetnet.gov.au/Pages/TrainingDocs.aspx?q=5e0c25cc-3d9d-4b43-80d3-bd22cc4f1e53>