



CHC81115 GRADUATE DIPLOMA OF FAMILY DISPUTE RESOLUTION

Training Provider
Mediation Institute

Registered Training Organisation
Inspiritive 21178

INSPIRITIVE

Catalysts of exceptional effectiveness
INDIVIDUAL | IN-DEPTH | INTEGRATIVE | INNOVATIVE | INSPIRING

Contents

Introduction	3
The RTO Inspiritive	4
About the F D R Profession	4
Registering as a Family Dispute Resolution Practitioner	5
Mediation Institute	7
Our Training Team	8
Our Values.....	9
CHC81115 Graduate Diploma of Family Dispute Resolution – Pre-Requisites	10
NMAS Mediator Accreditation Pathway	11
Units of Competency	12
Mode of Learning.....	13
Work Placement.....	14
How long will it take me to complete this course?.....	15
Mi Handbook.....	17
How to Enrol in the Graduate Diploma or Core Units course.....	18
Tuition and Related Fees	18
Payment Plans and Options	19
Recognition of Prior Learning (RPL)	19
Additional Courses, Membership and Benefits	20
Contact Details	21
Ready to get started?.....	21
CHC81115 Full Unit Descriptions	22

Introduction

Thank you for your interest in training to become a Family Dispute Resolution Practitioner with Mediation Institute.

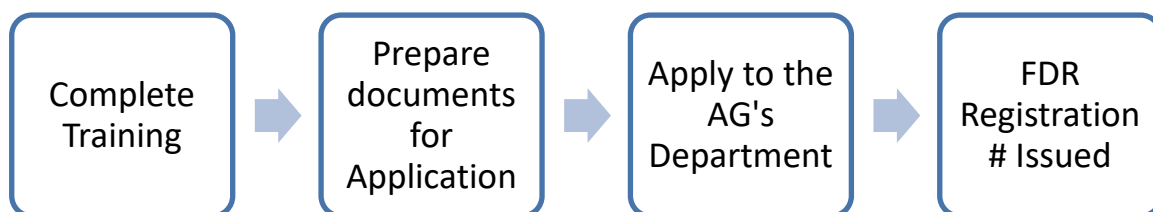
We hope this guide will answer all your questions, but please contact us if you have any other questions or just want to make sure we are real people!

We are. The Mediation Institute training team are all Registered Family Dispute Resolution Practitioners and qualified trainers. We work through a third-party agreement with the Registered Training Organisation, Inspiritive RTO 21178.

The qualification of CHC81115 – Graduate Diploma of Family Dispute Resolution will provide you with the qualification needed as part of your application to register with the Australian Attorney Generals Practitioner Registration Department as a Family Dispute Resolution Practitioner. You may be eligible to register as FDR practitioner with just the core units from the qualification More on that later.

There is no accreditation fee payable to the Australian Attorney Generals Department. However, you must have a c a complaint handling service and insurance cover to apply for registration as meet ongoing professional development and insurance obligations to remain registered as a FDR Practitioner.

You cannot call yourself an FDR Practitioner until your application to the Attorney Generals' Department is approved.



The RTO Inspiritive

Inspiritive Pty Ltd is a nationally recognised Registered Training Organisation (RTO #21778) with training scope to deliver the CHC81115 Graduate Diploma of Family Dispute Resolution and issues the Graduate Diploma to successful participants.



Australian Government
Australian Skills Quality Authority

This qualification is a nationally recognised course under the Australia Skills Quality Authority (ASQA) and can be seen listed at www.training.gov.au

About the FDR Profession

Family Dispute Resolution Practitioners (FDRP's) provide services and interventions for families following separation as an alternative to adversarial family law system approaches.

As a FDRP (Family Dispute Resolution Practitioner) you will help people to develop parenting agreements, financial arrangements, and property settlements following separation. FDRP's also help people to review and update parenting agreements over time.

The two main ways that FDRP's work is as independent practitioners, sometimes also offering other services, or as employees of agencies/FDR Providers. Some do a bit of both.

The Family Dispute Resolution role is specified in the Family Law Act 1975 and the Family Law (Family Dispute Resolution Practitioners) Regulations 2008.

As a Family Dispute Resolution Practitioner, you will have to make high level, independent complex judgements in highly specialised contexts. That does not mean that you will be telling clients what their settlement agreements should be. The role is to facilitate collaborative negotiation and assist clients in recording their agreements.

There is a register of Family Dispute Resolution Practitioners maintained by the Australian Attorney Generals Department identifies current accredited Family Dispute Resolution Practitioners and FDR services. You may find it helpful to use that to research the services available in your area as potential employers or colleagues if you are intending on establishing a professional practice. <https://www.fdr.ag.gov.au/>

We direct you to this information to aid you in making an informed decision about this course and this profession.

The role of Family Dispute Resolution Practitioner is a rewarding one where you can make a major difference in people's lives by helping them to avoid adversarial processes and wasting money and time in the Family Court. There are specialisations that you will be able to pursue once accredited such as child inclusive practitioner if you have an interest and experience in working with children as well as adults in the families you work with.

Although we do not provide legal advice, we do give information on provide the legal system and specific family law information, information about child developmental needs and to help clients make informed decisions. You will refer to other professionals for specific legal, financial, or advice. vice. The course is post-graduate level training with prerequisites You will be a mandatory reporter of child abuse and have duty of care obligations to clients regarding risk management related to family violence and suitability of the process.

Registering as a Family Dispute Resolution Practitioner

Once you complete your CHC81115 – Graduate Diploma of Family Dispute Resolution or are issued with a Statement of Attainment for the Core Units course you can apply for registration as a FDRP.

Read the requirements on the [Attorney Generals Department Website](#).

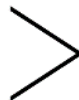
Steps to Family Dispute Resolution Practitioner Registration with Mediation Institute

www.mediationinstitute.edu.au



STEP 1 : LEARNING AND ASSESSMENT

1. Basic Knowledge
2. Theory Assessment
3. Skills Development
4. Role Play Skills Assessment



STEP 2 : WORK PLACEMENT

1. 50 hours of Real-World Experience
2. Co-Mediating with a minimum of 5 families



STEP 3 : CERTIFICATION

1. Course Completion & Certification
2. Application to the Attorney Generals Department for FDR Practitioner Registration

The requirements for accreditation include:

- having appropriate qualifications and competencies the Grad. Dip. FDR or
- the Core Units from the Graduate Diploma plus either have one of the mandated appropriate qualifications, 'appropriate qualification' means a higher education award in law, psychology, social work, conflict management, mediation or dispute resolution or a higher education award in a field or discipline that is relevant to the provision of FDR services. The higher education award may be from an Australian or overseas provider
- having access to a suitable complaints mechanism that can be used by your clients (this is included in your membership with Mediation Institute)
- having national police check no older than four months
- not being prohibited under a law of a state or territory from working with children
- meeting the 'working with children' requirements in the state or territory that you provide services, if applicable
- being suitable to perform the functions and duties of an FDR practitioner, and
- it is a condition of accreditation to be covered by professional indemnity insurance

If you have any concerns about meeting the “Fit and Proper Person” requirements, please get in touch before enrolling. – [AG's Website for more info.](#)

Mediation Institute

Mediation Institute Pty Ltd is a specialist national trainer of dispute resolution courses and professional membership association. Training and assessing are provided by Mediation Institute and our team of qualified trainers and accredited family dispute resolution practitioners.

We are a Recognised Mediator Accreditation Body (RMAB) with delegated authority from the Mediators Standards Board (MSB) to assess and accredit mediators against the National Mediator Accreditation System (NMAS).

Our director Joanne Law is very active in supporting and promoting the Dispute Resolution Industry:

Board Membership

- The Mediator Standards Board www.msb.org
- The National Mediation Conference [Home | National Mediation Conference](#)
- Co-Founder and board member of Interact Support Inc. www.interact.support

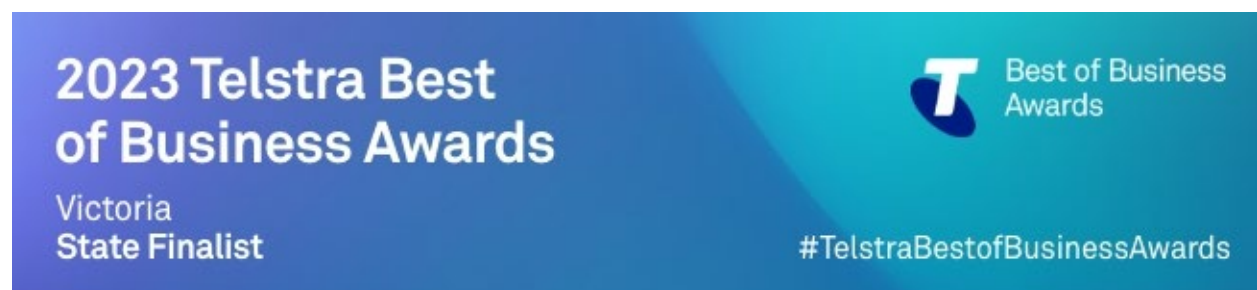
Australian Coordinator

- Australian Coordinator for the Australian www.mediationawarenessweek.org.au and International Mediation Awareness Weeks www.imaw.org
- Australasian partner for The Dispute Resolution Agency www.disputeresolutionagency.au

If there is a way to promote our sector and support dispute resolution professionals, we're probably involved in it!

That is all part of our mission to prevent abuse and violence by training and supporting dispute resolution professionals to help people to resolve disputes and manage conflict.

We were state finalists in the Telstra Best of Business Awards in the Accelerating Women Category.



Our Training Team

Our training team is made up of registered Family Dispute Resolution Practitioners who have their own professional practices or work with a government agency.

This current, relevant experience held by our training team ensures that what you learn is practical rather than just theoretical.

Along with their Family Dispute Resolution skills they are all qualified trainers and know how to work well with adult learners. Whether you have joined the course based on your experience working with people in conflict, are an NMAS accredited Mediator or have completed one of the specified degrees you will be cared for and supported by the Mediation Institute team.

We encourage you to engage, to ask questions and enjoy their learning experience.

Our staff team is in contact with the Attorney Generals Department accreditation unit and provides a complaint handling service for the profession giving us insights into the problems that are sometimes experienced in service delivery.

Another criterion of our training team is passion. Our team members are passionate about dispute resolution, as well as mentoring and training new entrants to the industry.

Find out more about our team - [About Mediation Institute | Mediation Institute - The Dispute Resolution Training And Membership Specialists](#)

Our Values



We make use of technology to make our training services more flexible. Start when you are ready and progress through your course at your own pace.



The course is fully online, but we use video meeting technology to ensure that you have live support for role plays to develop your skills. No need to travel and no wasted time.



Need a bit of extra support. The training team are ready and available to provide mentoring support. Assessments are competency based. If you are not yet competent, you're asked to re-submit.



Our focus is on a good learning experience and learning outcomes. The quality of the training is determined by your ability to apply the skills you learn in the real world.



We are constantly looking for ways to improve processes and outcomes for our students and our team.

CHC81115 Graduate Diploma of Family Dispute Resolution – Pre-Requisites

This course has pre-requisite qualifications, experience or accreditations required to be eligible for enrolment.

To enrol you must have either:

- **an undergraduate degree or higher qualification** in Psychology, Social Work, Law, Conflict Management, Dispute Resolution, Family Law Mediation or equivalent or
- **NMAS Mediator Accreditation** under the National Mediator Accreditation System (NMAS) or
- The **Mediation skill set** from the Community Services Training Package (CHC) or
- **Documented dispute resolution experience evidence** of previous (recent) experience in a dispute resolution environment in a job role involving self-directed application of knowledge with substantial depth in some areas, exercise of independent judgement and decision-making, and a range of technical and other skills. A letter from a current or recent employer would be sufficient.
- If you meet one of these requirements, you are eligible to enrol.

The next step is to complete the enrolment form which you can find on our website. [CHC81115 Enrolment Form | Mediation Institute](#)

If you wish to undertake this course and don't meet the pre-requisites, you can complete the NMAS course first (this adds 6 –12 weeks, depending on your time availability to study). You can find out more information about the [NMAS course here](#).

Counselling Degrees

Counselling degrees are not included as one of the pre-requisite qualifications to allow direct entry to enrol or to register with just the core units of competence.

You may need to complete the NMAS Mediator Accreditation pathway or provide documentation evidence of working with dispute resolution cases to enrol.

NMAS Mediator Accreditation Pathway

You will only need to consider doing NMAS Accreditation first if you are not eligible for direct entry into the Graduate Diploma qualification. The most efficient and lowest cost approach is to become NMAS Accredited as a mediator.

To do that you would need to meet the training and assessment requirements and then apply for NMAS Mediator Accreditation.

For more information about the NMAS Mediator Training and Assessment Course - <https://www.mediationinstitute.edu.au/nmas-mediator-course/>



The costs associated with NMAS Mediator Accreditation with Mediation Institute

NMAS Training and Assessment	All training and assessment.	\$3,650
NMAS Accreditation and Membership Fee	Accreditation Fee NMAS and Membership with Mediation Institute	\$360

If you are eligible for direct entry to the Grad. Dip. FDR you will be able to meet the requirements of a course equivalent to NMAS training. See the NMAS Accreditation Standards for more information about the mandatory training – www.msb.org.au

If you are able to meet the requirements as part of your FDR training, you will be issued with a certificate of training which will allow you to apply for assessment.

NMAS Assessment only (FDR Students)	Assessment only	\$250
NMAS Accreditation and Membership Fee	Accreditation Fee NMAS and Membership with Mediation Institute	\$360

Units of Competency

Core Units (6) are:

Unit Number	Unit Name	Nominal Hours
CHCDFV008	Manage responses to domestic and family violence in family work	70
CHCDSP001	Facilitate dispute resolution in the family law context	70
CHCDSP002	Adhere to ethical standards in family dispute resolution	60
CHCDSP003	Support the safety of vulnerable parties in family dispute resolution	65
CHCFAM001	Operate in a family law environment	75
CHCFAM002	Work with a child-focused approach	90
Nominal hours in the Core Units		370

We do not train these unit by unit meaning you should be able to complete the training in significantly less time than this because the course training has been clustered into a single course. However, based on nominal hours you should be able to complete in the following time frames:

- 6 months – 15 hours a week
- 9 months – 10 hours a week

Elective Units

Unit Number	Unit Name	Nominal Hours
CHCDFV012	Make safety plans with people who have been subjected to domestic and family violence	30
CHCDFV007	Work with users of violence to effect change	70
CHCFAM007	Assist clients to develop parenting arrangements	70
CHCPRP006	Lead own professional development	75
Nominal hours in the Elective Units		245

Likewise, we don't expect you to take this long to complete the core units if you are completing the full qualification.

Mode of Learning

Our course is designed for busy people who don't have time to attend set training days or workshops. Our model provides more flexibility and accessibility with no need to travel.

This isn't just for convenience. We also believe that cramming skills learning into a workshop format is not the best way for adults to learn new skills.

The course is made up of ten (10) units if you complete the full graduate diploma course and six (6) units if you complete the core units only.

You will be required to work through the coursework at your own pace using our learning management system to upload your assessment tasks.

Role Plays

At the same time, we encourage you to take part in role plays. First as an observer, then as a role player.

Once you complete the required theory you are eligible to role play as the mediator.

We know that often people don't like role plays but we make them as enjoyable as we can and there really is no substitute for practicing skills in order to learn them.

There is always a gap between knowing and doing and participating in role plays while you are completing your theory aids learning and makes the course more fun.

The role plays are with other students, with live mentoring and fully online using zoom as the video meeting platform. Zoom and Teams are commonly used to provide FDR services so the role plays will give you a valuable skill in video mediation as well.

You will be working with several mentors during the course. Our team meets regularly to ensure that we are aligned but that doesn't mean we have identical approaches and focuses.

The course is self-paced to suit your business and personal life and can be started at any time. We don't use a start time for courses and instead use a continuous enrolment model.

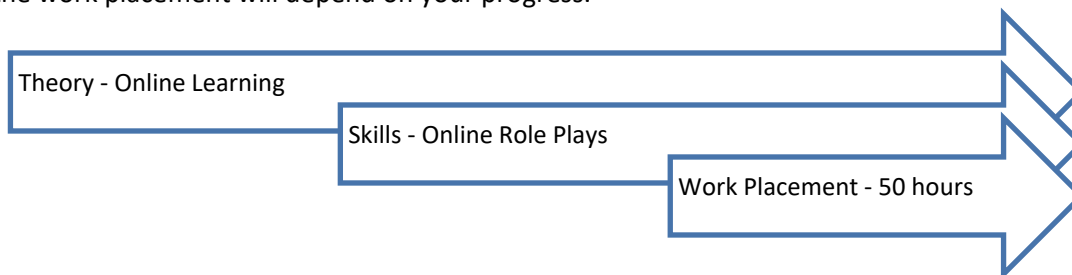
Work Placement

This course has a mandatory work placement requirement as part of the core units. This is under the supervision of a registered family dispute resolution practitioner over a minimum of fifty (50) hours and working with a minimum of 5 client cases. In practice it is usually somewhere between 5 and 10 client cases.

When can I start my work placement?

You won't be able to start your work placement until we know you are competent in facilitating Family Dispute Resolution Mediation.

The course is self-paced so the time it takes to get to the point of being eligible for the online role plays and the work placement will depend on your progress.



How is the 50 hours spread out?

This depends on your situation and placement arrangements. During your placement, the expectation is that you will be co-mediating not just observing so you will not start your placement until you have been assessed as competent via role plays in the basic pre-mediation and mediation role plays for parenting and property FDR.

Some of the common scenarios are:

1. **Students currently employed with a FDR service** – we will allow you to begin your work placement once you have been assessed as competent in parenting pre-mediation and mediation. You will still need to demonstrate competence in property FDR however it is possible for other skills such as in high conflict situations and potentially child inclusive FDR to be assessed in the workplace.
2. **Students completing placement as a block of time** – we normally would not want you to start your work placement until you are competent with both parenting and property so that you can co-mediate in all cases that come along.
3. **Students completing placement with Interact Support** – at Interact you'd be working with the Interact Online service. All mediations are online, and you would be assigned to a mentor and case working with them on the case as it progresses. You may have 1 – 3 cases going at any one time but as it is dependent on the client and co-mediator availability it can take some time to complete your placement.

I don't work with a service. Where can I find work placements?

A number of the Family Relationship Centres take a leadership role in the industry and are welcoming of interns. This is not the case with all services where some do not so ask all the services in your area rather than being discouraged if one says no. Their willingness to take on an intern will depend on their current staffing levels and ability to provide supervising co-mediators and whether they are interested in potentially inviting you to become a staff member. If you have no intention of working with them after the placement you will be, understandably, less attractive as a potential intern. An internship does not guarantee you an employment offer. There are several variables in each case.

If you have an existing network of family dispute resolution practitioners, you may approach them to ask one or more of them to take you on for a placement. It would normally be sessional when they have clients. They may or may not ask for a fee to help compensate for the additional time they will spend mentoring you.

Work Placement with Interact Online

The Mediation Institute director and others were founding members of Interact Support Inc. in 2015 to ensure that there were work placements for students. It is a small, unfunded not-for-profit. The internship fee funds a part time coordinator to help with intern onboarding, coordination, and case management.

We encourage you to try and arrange your own placement, although this option is available if needed. However, it may take longer to complete your work placement through, www.interact.support and other work placements may be quicker.

How long will it take me to complete this course?

The estimated length of the full qualification is 610 hours. That would be 11 hours a week for a year for the full qualification.

We have streamlined the course design to consider skills and knowledge shared between individual units. This makes the course less repetitive and most likely quicker to complete by combining the units of competence into two courses. The Core Units (6 units) and Electives (4 units). This removes duplication and makes the learning process more cohesive.

Due to the self-paced nature of the course how long you take will depend on you. We recommend that you allocate time for a 2-hour role play each week and ideally 2 – 3 hours to work on the coursework at the start and to schedule additional role plays once you are eligible to role play as the mediator.

We understand that each learner who enrolls in this course will have a different style and speed to their studies.

How long you take will also depend on your prior knowledge and abilities, how much time you have to study, if you have any recognition of prior learning that may be credited, and how much effort you can commit. You should also consider that you may have competing priorities of work, family, and maintaining good health, during this study time.

You have **24 months** from your date of enrolment to complete the course, however it should not take anything like that much time. This is a self-paced course so you can complete the course as quickly as your like. Completing the course in eight to twelve months is very possible if you apply yourself to your studies, especially for those with industry experience.

Four months is the quickest anyone has completed the core units course work and role plays but that was during an extended Victorian COVID lockdown and may not be replicable!

You can request a suspension of your studies if necessary and an extension of time to complete your course if necessary.

See our Student Handbook for full terms and conditions.

<https://www.mediationinstitute.edu.au/mediation-institute-forms/>

How can you Support my Learning?

Whether you have special needs or just need a bit of extra help we are happy to assist you to be successful in your learning. If there is anything we should know please advise us or enquire when enrolling.

This course of study is at the Graduate Diploma level which is a high-level course. If you have concerns about your ability to complete this course, please speak with us.

If you have a passion for the industry and are willing to put in the work, we will help you as much as we can. We take an individualised approach and encourage students to let us know if you need extra mentoring or coaching. The team will also proactively suggest that if they notice you struggling.

The course is competency based and includes practical as well as theory assessment and evidence from the workplace working with real clients.

What will assessments be like?

Vocational education is competency based. There are no closed book exams or trick questions. There are a variety of forms of assessment, and you will need to complete all assessments to a required standard to gain the qualification.

Assessments include:

- Quizzes and Written knowledge assessment activities
- Project and task type activities
- Role plays to practice and demonstrate your skills
- Evidence from the work placement

The assessment process is designed to allow you to demonstrate your knowledge and skills to the level required by each unit. Should you not achieve competency in an assessment, you will be given feedback and coaching and the opportunity to be assessed again. You are allowed three (3) attempts at each assessment task.

How many people will be in the course?

The number of people in the course varies as new students join and others graduate.

Mi Handbook

The Mi Handbook provides more information about the policies regarding this training, which is delivered in partnership with RTO partner, Inspiritive. Cancellation, deferral of studies and other aspects of the training requirements are located there. [Mi Forms | Mediation Institute](#)

How to Enrol in the Graduate Diploma or Core Units course

- Enrolment Form – [CHC81115 Enrolment Form | Mediation Institute](#)
- Student Information Guide - [Mi Forms | Mediation Institute](#)
- Course Information Page - [Family Dispute Resolution Training with Mediation Institute](#)

If you are a student completing a nationally recognised training course, you will need a Unique Student Identifier (USI) to enrol and to graduate. You can get your number at <https://www.usi.gov.au/> <https://www.usi.gov.au/about>

Tuition and Related Fees

CHC81115 – Graduate Diploma of Family Dispute Resolution	10 units	\$11,345
Core Units (6 units) from the Graduate Diploma of Family Dispute Resolution	6 units	\$8,375
Work Placement with Interact Support (no extra fee if you arrange your own)	50 hours This fee is only payable if your work placement is with Interact Online organised by Mediation Institute.	\$2,200
RPL for units that you have enough evidence of current competence	Per unit \$385 (replaces standard unit fee)	

Payment Plans and Options

We offer an up to 12-month interest-free payment plan with monthly instalments. You can choose a payment plan between 7 and 12 months duration. You will need to complete payments before you are accredited.

We do not have access to government fee help programs.

Recognition of Prior Learning (RPL)

RPL is offered to all students. Recognition will be provided to participants who can demonstrate that they have the knowledge and skills required within the competencies, regardless of how they were achieved e.g., through formal or informal training, life experience, work experience.

Recognition of Current Competence (RCC) will be provided for qualifications or units of competency achieved through any other Registered Training Organisation so long as they are still current. You can find out if units of competence that you have are current by going to www.training.gov.au

Talk to us if you think you may be eligible for Recognition of Prior Learning or Current Competence.

You can find out more about the sort of evidence you would have to provide for Recognition of Prior Learning here - <https://www.mediationinstitute.edu.au/rpl-recognition/>

Additional Courses, Membership and Benefits

New Ways for Families

We include a professional review of the New Ways for Families post separation parenting course. This course is licensed from the High Conflict Institute and was adapted to the Australian legal system by the team at Mediation Institute. It deals with strategies for working with co-parents who are exhibiting high conflict behaviour and child developmental information.

<https://courses.study247.online/courses/new-ways-for-families>

NMAS Accreditation

If you are eligible to enrol into the Grad. Dip. FDR through prerequisites, it is possible to meet some or all of the requirements to be eligible to for assessment under the NMAS Mediator Accreditation System. Completion of the required assessment role play makes you eligible to apply for NMAS Mediator Accreditation.

Once you have completed the requirements including 9 parenting or NMAS Role plays (a minimum of 18 hours) you can be issued with a Certificate of Training which will enable you to apply for assessment under the NMAS System.

An assessment fee of \$250 will apply if you choose to apply for assessment and it must be applied for within 6 months of the date of your Certificate of Training.

The theory element of the Graduate Diploma meets and exceeds the requirements for the NMAS Accreditation which is an entry level training for those seeking a career as a mediator.

<https://www.mediationinstitute.edu.au/nmas-mediator-course/>

Mediation Institute Student Membership

During your training you will be eligible for free student membership with Mediation Institute.

Once you graduate you will need to be able to demonstrate to the Attorney Generals department that you have an approved complaint handling service. This may be through employment with a government funded agency or membership with Mediation Institute or another organisation which provides this service.

Mediation Institute membership includes access to professional development, mentoring support, business development support and member discounts.

Visit Join Mediation Institute for more information – www.mediationinstitute.edu.au/join-mi/

Contact Details

Mediation Institute

Phone: 1300 781 533

www.mediationinstitute.edu.au

office@mediationinstitute.edu.au

Social Media:

<https://www.facebook.com/mi.mediation/>

<https://www.linkedin.com/school/mediation-institute-pty-ltd/>

Ready to get started?

Download the enrolment form. [CHC81115 Enrolment Form | Mediation Institute](#)

CHC81115 Full Unit Descriptions

CHCFAM001 – Operate in a family law environment (Core Unit)

This unit describes the skills and knowledge required to determine and respond to family law requirements, work collaboratively within the family law system, and contribute to improved work practices linked to family law.

The three elements that you will demonstrate competence in are:

1. Determine and respond to family law requirements
2. Collaborate with others in the family law system
3. Contribute to workplace improvements

Performance Evidence

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

There must be evidence that the candidate has:

- correctly applied family law to at least 5 different client situations, that individually or cumulatively include needs relating to domestic and family violence/safety, finance, property, children, relationship conflict
- demonstrated effective use of the following in the context of family law. Systems and processes, documentation, reporting and collaboration with others in the system
- developed appropriate responses to at least 5 different legal or ethical dilemmas in the family law context
- identified and analysed at least 3 work practices in terms of how they meet family law responsibilities and what improvements could be made.

During the course you will demonstrate competence in role plays and simulations and then apply them in the workplace

CHCDSP001 – Facilitate dispute resolution in the family law context (Core Unit)

This unit describes the skills and knowledge required to prepare for & facilitate the FDR process with the aim of assisting families to reach mutual agreement on issues related to relationships, children, property and assets. It requires the ability to use mediation, conciliation, facilitation and conferencing skills.

The eight elements you will demonstrate competence in are:

1. Determine suitability for dispute resolution
2. Prepare for dispute resolution
3. Assist participants to define and clarify the issues
4. Facilitate communication and information exchange
5. Invite the framing of the disputes to increase the range of options
6. Encourage mutual personal understanding between participants
7. Assist participants to generate and evaluate options
8. Confirm and document outcomes and agreements

Performance Evidence

This is a large and complex unit of competence. Skills must have been demonstrated in the workplace with the addition of simulations & scenarios where the full range of contexts and situations have not been provided in the workplace.

You must perform the activities outlined in the performance criteria of this unit according to legal requirements & ethical standards during 50 hours of dispute resolution work with clients under the supervision of an accredited FDRP in a dispute resolution service.

The requirements include:

- Facilitating individually or in a co-facilitation capacity at least 5 different dispute resolution processes that individually or cumulatively include matters relating to domestic and family violence, child abuse and child protection, finances including child support, property.
- Facilitate disputes involving multiple parties, voluntary and involuntary participant and including manage sessions where all the parties are present and shuttle situations.
- There is a detailed list of skills you will be required to demonstrate including dispute diagnostic skills, applied relationship skills, interpersonal communication skills, facilitation skills, critical thinking and content management skills and the ability to facilitate a fair and structured mediation process.

CHCDSP002 – Adhere to ethical standards in family dispute resolution (Core Unit)

This unit describes the skills and knowledge required to determine ethical responsibilities, apply ethical standards to the dispute resolution process and reflect on ethical practice.

The three elements you will demonstrate competence in are:

1. Determine ethical responsibilities
2. Apply ethical standards to the dispute resolution process
3. Reflect on ethical practice

Performance Evidence

Skills must have been demonstrated in the workplace with the addition of simulations and scenarios where the full range of contexts and situations have not been provided in the workplace.

There must be evidence that the candidate has performed the activities outlined in the performance criteria of this unit according to legal requirements and ethical standards during a period of 50 hours of dispute resolution work with clients under the supervision of an accredited Family Dispute Resolution Practitioner in a dispute resolution service.

- You will be required to develop responses for at least 5 different complex ethical dilemmas in family dispute resolution practice.

CHCDSP003 – Support the safety of vulnerable people in family dispute resolution (Core Unit)

This unit describes the skills and knowledge required to determine ethical responsibilities, apply ethical standards to the dispute resolution process and reflect on ethical practice.

The three elements you will demonstrate competence in are:

1. Determine ethical responsibilities
2. Apply ethical standards to the dispute resolution process
3. Reflect on ethical practice

Performance Evidence

Skills must have been demonstrated in the workplace with the addition of simulations and scenarios where the full range of contexts and situations have not been provided in the workplace.

There must be evidence that the candidate has performed the activities outlined in the performance criteria of this unit according to legal requirements and ethical standards during a period of 50 hours of dispute resolution work with clients under the supervision of an accredited Family Dispute Resolution Practitioner in a dispute resolution service.

That includes:

- facilitated, either individually or in a co-facilitation capacity, at least 5 different dispute resolution processes that individually or cumulatively include matters involving:
 - domestic and family violence
 - mental health issues
 - alcohol and other drugs abuse
 - vulnerabilities associated with people cultural and linguistically diverse backgrounds
- managed sessions where all parties are present, and in a shuttle situation.

CHCDFV008 – Manage responses to domestic and family violence in family work (Core Unit)

This unit describes the skills and knowledge required to manage responses to family violence in domestic and family violence in family work.

The five elements you will demonstrate competence in are:

1. Analyse the impact of domestic and family violence on family work
2. Work within the legal context of domestic and family violence
3. Implement organisation procedures that support family members to cease violent, controlling, intimidating and belittling behaviour
4. Implement organisation procedures to promote safety for family members who are subject to violence
5. Align service interventions to specific clients

Performance Evidence

Skills must have been demonstrated in the workplace with the addition of simulations and scenarios where the full range of contexts and situations have not been provided in the workplace.

That includes:

- performed the activities outlined in the performance criteria of this unit according to legal and procedural requirements, and delivered services to at least 3 people affected by domestic and family violence in the workplace
- conducted research into the theoretical perspectives that underpin work with people affected by domestic and family violence, sourcing and analysing information from multiple credible sources
- worked with all of the following people. Users, victims, families and colleagues in other services
- used the following skills when working with people affected by domestic and family violence including goal setting and strategy development skills, questioning and active listening, counselling skills and relationship building skills.

CHCFAM002 – Work with a child focused approach (Core Unit)

This unit describes the skills and knowledge required to use, support and evaluate child-focused approaches in service delivery in the context of family law. A key tenet of the family law system and associated service provision is acting and promoting the best interests of the child.

The four elements you will demonstrate competence in are:

1. Make child needs central to service provision
2. Support parents to maintain child focused approaches
3. Respond to situations requiring child inclusive process
4. Monitor and evaluate child-focused practice

Performance Evidence

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

- You must consistently apply the concepts and intention of working in the child's best interests as stated in the Family Law Act 1975 in the planning, provision and monitoring of services to at least 3 families with children experiencing conflict
- That you respond appropriately to situations where the child is vulnerable or at risk and where there is a requirement for child inclusive practice.

CHCDFV012 – Make safety plans with people who have been subjected to domestic and family violence (Elective unit)

This unit describes the skills and knowledge required to assess the vulnerabilities of people who have been subjected to domestic and family violence, and to work collaboratively with those people to develop, implement and review safety plans.

The three elements you will demonstrate competence in are:

1. Assess vulnerabilities and their impact on safety
2. Implement safety planning procedures
3. Review safety planning procedures

Performance Evidence

This unit requires that the skills have been demonstrated in the workplace or in a simulated environment. It is possible you will complete the assessment requirements during your work placement but if not, you will complete with role plays.

The requirements are:

- develop and document safety plans that take account of legal requirements and specific vulnerabilities, with and for at least 3 people who have been subjected to domestic and family violence
- review at least 2 different safety plans based on client and broader network feedback
- used interpersonal communication skills to establish and maintain trusting relationships, including questioning, active listening, paraphrasing, clarifying, summarising and rapport building.

CHCDFV007 – Assist clients to develop parenting arrangements (Elective Unit)

This unit describes the skills and knowledge required to assess parenting practice, then work with parents to prepare and monitor parenting plans and arrangements.

The three elements you will demonstrate competence in are:

1. Assess current parenting practices
2. Assist clients to agree on outcomes for parenting arrangements
3. Monitor parenting arrangements

Performance Evidence

This unit requires that the skills have been demonstrated in the workplace or in a simulated environment.

The requirements are:

- Adhered to legal requirements for both process and outcome to assist at least 3 families with different circumstances to develop parenting arrangements that compromise a documented risk assessment, are in the best interests of the child, consider the complexities of relationships both in and out of the immediate family environment and set in place monitoring arrangements.

CHCPRP006 – Lead own professional development (Elective Unit)

This unit describes the skills and knowledge required to analyse own values, goals and professional well-being as part of an ongoing review for sustaining professional effectiveness. It includes the ability to create a professional development plan that incorporates strategies to enhance the coherence and effectiveness of practice.

The four elements you will demonstrate competence in are:

1. Review professional goals and values
2. Review effectiveness of practice
3. Maintain professional wellbeing
4. Sustain professional effectiveness

Performance Evidence

This unit requires that the skills have been demonstrated in the workplace or in a simulated environment. You will be required to complete a number of activities including during your work placement and on your own initiative.

The requirements are:

- engage in a structured process of critical analysis and professional reflection that includes:
 - evidence based analysis of your own values, goals, current practice and their coherence
 - research of current and emerging best practice, trends and skills requirements
 - creation of a professional development plan that includes strategies to enhance effectiveness and coherence of practice
- develop strategies to address at least three (3) different professional practice issues.