



PROFESSIONAL INVESTIGATORS
College of Australasia

TRAINING AND ASSESSMENT STRATEGY
(TAS)

FOR

PSP40416
Certificate IV In Government
Investigations

RTO DETAILS

PROFESSIONAL INVESTIGATORS COLLEGE OF AUSTRALASIA "PICA"

RTO 40789- Professional Investigators College of Australasia Pty Ltd

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RTO CONTACTS

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BACKGROUND & TARGET GROUP

Professional Investigators College of Australasia (PICA) is a Registered Training Organisation and is based in Queensland on the beautiful Sunshine Coast. PICA is owned by licensed private investigators who have worked in the Investigative Services industry for many years.

All PICA programs are supported by the required resources and Industry appropriate teaching methodologies and flexible delivery necessary for all students to gain access to nationally accredited training opportunities that are work based and relevant to Industry.

The relevant qualification selected from SIS is:

PSP40416 - Certificate IV in Government Investigations

TRAINING AND ASSESSMENT STRATEGY

QUALIFICATION	Certificate IV in Government Investigations			
CODE	PSP40416			
RTO	Professional Investigators College of Australasia (PICA)			
INDUSTRY SKILLS COUNCIL	SkillsIQ			
TRAINING PACKAGE	PSP - Public Sector Training Package			
COMPETENCIES	Code	Name	C/E	Nominal Hours
	PSPETH002	Uphold and support the values and principles of public service	C	40
	PSPINV001	Plan and initiate an investigation	C	50
	PSPINV002	Conduct an investigation	C	40
	PSPINV003	Finalise an investigation	C	30
	PSPREG003	Apply regulatory powers	C	60
	PSPREG012	Gather information through interviews	C	50
	BSBWHS201	Contribute to health and safety of self and others	E	20
	PSPREG004	Promote client compliance	E	40
	PSPREG005	Assess compliance	E	60
	PSPREG006	Produce formal record of interview	E	60
	PSPREG008	Act on non-compliance	E	30
	PSPREG009	Conduct search and seizure	E	60
	PSPREG010	Prepare a brief of evidence	E	60
	PSPREG011	Give evidence	E	30
	PSPREG013	Undertake inspections and monitoring	E	40
TOTAL HOURS	Min Practical requirement of 223.33 as per the Implementation guide.		670 Nominal hrs (VOL 1142.08 HOURS)	
KEY	C – Core; SP- Specialisation ; E – Elective; A-Additional Units			

TRAINING AND ASSESSMENT STRATEGY

KEY CLIENT GROUP INCLUDING LEARNING STYLES AND SPECIAL NEEDS

Key client cohort will be:

- Individuals wishing to move from the Certificate IV in Investigations and wanting to progress further.
- Current industry personnel wishing to upgrade to newer versions
- Individuals who are in Industry but lack formal qualifications

Special needs may be accommodated where practical and where adaption or contextualisation does not undermine the requirements of units of competency.

Where special needs would undermine the requirements of the training package, then the course entry would not be possible.

RESULTS OF DISCUSSION WITH WORKPLACE

Research has demonstrated a need for training within the Investigation space. New requirement to have a formal qualification in most states. The Industry wanting the qualifications to be uniform and workplaces moving towards Nationally Recognised training programs. With the self-paced option, it allows students to work in Industry and the ability to use the workplace to demonstrate real-life scenarios and experiences as volunteers and paid workers. It has also highlighted the need for support for current staff, who hold a previous qualification and have some experience the chance to upskill or gap train.

Industry strongly supports the use of on the job or simulated work activities in the sector for several reasons:

- to strengthen the individual's experience of the workplace to support expectations of performance in the workplace
- to practise skills and apply knowledge within the workplace, which promotes more robust embedding of learning
- to provide exposure to real workplace situations and circumstances which cannot be replicated in a learning environment or simulation.

Further, these types can also prepare individual candidates for their assessment experiences. Learning and practising skills in the classroom or simulated learning environment, and then coming to the workplace only for assessment, can prove challenging to the individual as they encounter a new environment for assessment.

In the event that there are work placements, when integrated with learning, can also be used for 'on the spot' assessment and to capture a range of evidence to support a decision of competency.

To successfully conduct training and assessment in the workplace, the RTO must provide the learner and workplace supervisor with an agreed, structured learning plan that indicates the purpose of the work placement and the minimum requirements for training and assessment in the specified Units of Competency. It should also clearly identify the training, monitoring and assessment roles and responsibilities of both parties.

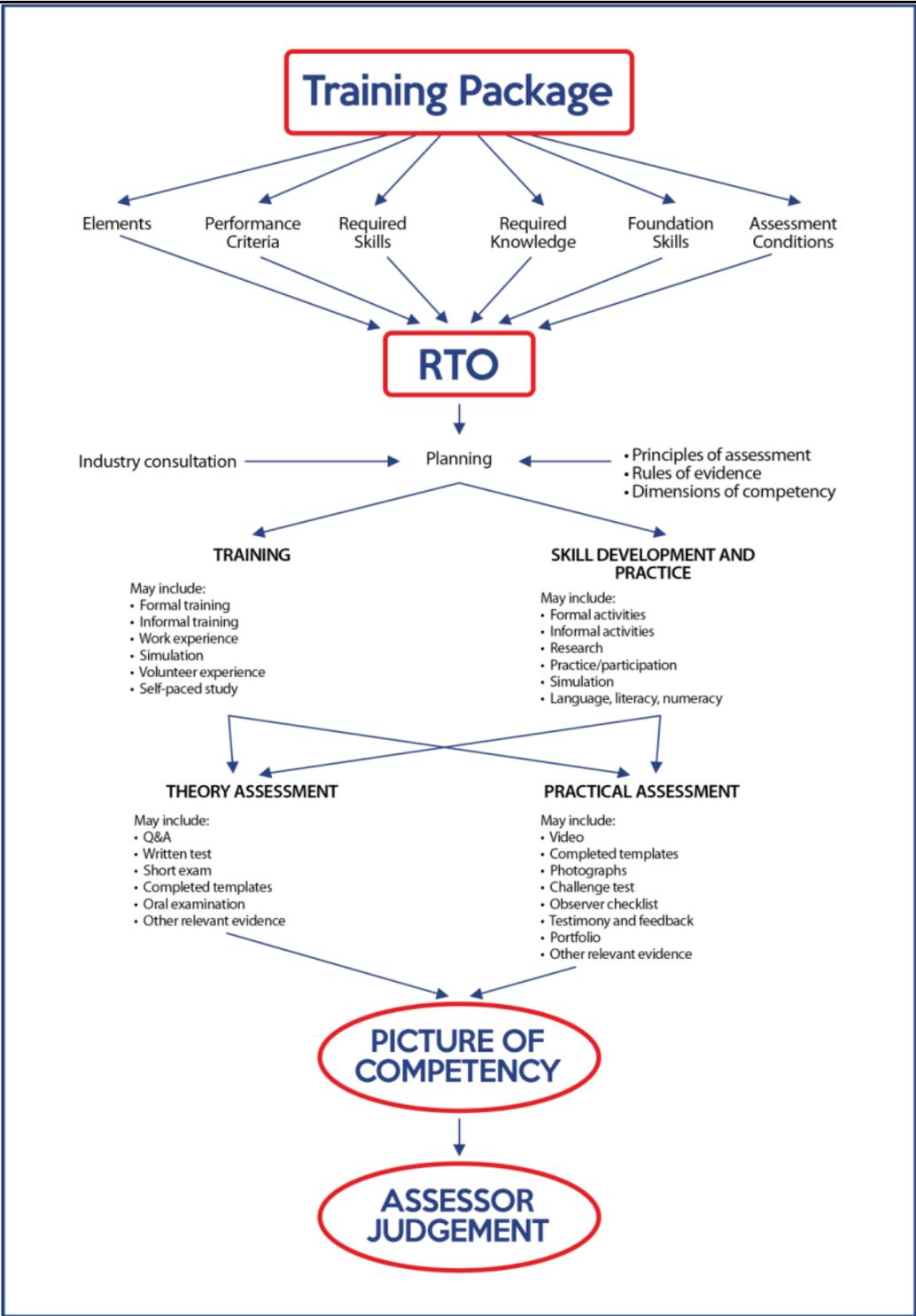
The program will ensure that appropriate supervision and guidance from supervisors in the workplace and trainers and assessors from the RTO. Insourcing an appropriate workplace, attention should also be paid to the availability of opportunities for the learner to observe, develop and practice required skills, and the availability of appropriately qualified workplace supervisors.

Evidence of work placement should be collected and may include timesheets, log books, meeting minutes or other forms of workplace documentation.

Where an individual has undertaken a qualification involving a work placement, those hours should not mean a decrease in the hours required for the subsequent qualifications if there is no overlap of core

	Units of Competency
ENTRY REQUIREMENTS	<p>Prerequisite requirements There are no formal entry requirements.</p> <p>However, students are to have the minimum standard of LLN for the appropriate level of qualification which is outlined by the Australian Core Skills Framework (ACSF). If a student does not meet the entry requirement, the RTO will not continue their enrolment to the Second stage of enrolment. Any fees paid up to this point would be refunded as per the terms and conditions of within the student handbook.</p>
WORK ENVIRONMENT	It is anticipated that the majority of participants will be already working in the police, investigative services industry, working as police officers, investigators, or simply wanting possible further study to Certificate IV Level. At this stage, after consulting with Industry majorly of students would be using the qualification for gaining positions in work roles, retaining current positions or applying for a higher position within a company.
LOCATION OF TRAINING	1 Allen Street, Moffat Beach QLD 4551. Combined with practical experience
LLN	<p>The applicants will be observed throughout the enrolment process. (First Stage of Enrolment) Applicants must have Reading and Writing ability in English equivalent to year 12. Students are required to provide evidence of such requirement or complete an LLN Test provided by the RTO. To Check Their LLN Status, This test can be made available to the students prior to purchase and or enrolment.</p> <p>If there are indications of difficulties in this area, the following will transpire: The RTO will contact the student to validated on initial enrolment. The RTO will ensure that these staffs hold the appropriate qualifications such as TAE40110- Certificate IV in Training and assessment as well as the New TAELLN411 & TAEASS502B Units at a minimum.</p> <p>If a student does not meet the entry requirement, PICA will not continue their enrolment to the Second stage of enrolment. Any fees paid up to this point would be refunded as per the terms and conditions of within the student handbook.</p> <p>If the student does meet the requirement but PICA believes they may require additional support, they will be referred to a language specialist for assessment and assistance (at own cost) if they wish to continue.</p>
RPL DETAILS	<p>RPL opportunities will be provided to all candidates, using the PICA RPL Kit. Students who wish to receive RPL would be required to complete the Full RPL kit as well as the matrixes and supply the required evidence.</p> <p>Participants, who have completed courses with equivalent/matching learning outcomes will be granted credit transfer.</p> <p>RPL is conducted at the beginning on the second stage of enrolment before any commencement of theory or practical components.</p>

DELIVERY AND ASSESSMENT ARRANGEMENTS



Although some areas of a unit, for example, performance criteria, might specifically relate to action (doing), and other areas might relate to knowledge, the assessment activities in this unit apply both theory and practical which combined together address the underpinning knowledge and the application of that knowledge in practical activities.

The RTO's approach uses a combination of assessment tasks, including theory tasks and practical tasks to address all requirements of the unit and the dimensions of competency. To seek to have any of these tasks address a unit in isolation does not accurately reflect the value of the assessment process.

The mapping guide for each unit shows how these tasks combined together but were not considered during the audit.

In line with training package requirements, practical's activities need to be undertaken in a relevant setting or simulation.

If undertaking in simulation, volunteers may be used to role-play clients or other stakeholders and otherwise, all conditions must be the same as a real situation.

This means that all conditions and resources must be the same as a real-life setting, with the only difference being that those undertaking role play will present as if they were real clients and would still need to undertake all activities as if they were real clients.

Such volunteers will be provided with role play information in advance of the activity.

All practical activities need to be observed by an assessor, where an assessor is not available the activity needs to be supervised and observed by a relevant qualified person/observer.

A Suitably qualified person is a person who holds the current qualification/equivalent or higher. I.e. a Supervisor

The nominated hours for the course is 670 hours based on this the students are given 12 months to complete this course from the date of enrolment. An extension may be granted in exceptional circumstances.

Some centres may require insurance when learners are undertaking your practical activities. If this is needed learners can gain this insurance from <http://www.experienceworx.com.au/>

The Assessor will make an inform judgment about whether a learner has achieved competency, by gathering a range of evidence of the learner's competence. This evidence is gathered from a variety of sources.

Evidence may be:

- direct (such as an observation of workplace performance by an assessor (video form) or (Practical)
- indirect (such as a portfolio of evidence)
- supplementary (such as supervisor reports, third party evidence)

Video evidence is required in areas where the RTO believes it is valuable for the Assessor to see the actual performance of learners, and this is mandatory in a number of the units with the course.

The evidence is then assessed to determine whether an individual can perform to the standard expected in the workplace, as expressed in the relevant endorsed unit of competency.

The Assessor may collect third-party evidence or supervisor evidence to contribute to the pool of evidence of a learner's competence. However, the final assessment of evidence and judgments about competency is solely the role of the trainer and Assessor based on all the evidence they have collected and validated.

Students are required to complete a portfolio of evidence throughout the units that form and have this signed off by their supervisor/ Suitably qualified person is a person who holds the current qualification/equivalent or higher.

Suitably qualified persons must complete a stat dec with contact details for the Assessor to review and validate.

If RPL is applicable, this is recorded on the RPL Kit and Matrix document where required. Assessors will complete a final review of the evidence on the final documents before deeming competency.

Nominal Hours: 670 hrs

Practical Hours: 223.33 hrs

VoL Hours: 1142.08 hrs

Completion Times: 22 hrs/wk = 1 year

UNIT OF COMPETENCY VOLUME OF LEARNING

Assessment activities: This relates to the time would reasonably take a Greenfields learner with no experience or background to undertake the assessment task required for this unit.

Reading notes and research: This relates to the time would reasonably take a Greenfields learner with no experience or background to read and understand a page of notes, and it averages out at five minutes per page given that some pages are a lot of text, where others have graphics, headings, tables, et cetera as well as the time to look things up that they don't understand, going to websites to get the answers to questions, undertaking their own research out of curiosity or to gain better understanding, and simply undertaking general study.

Self-Paced Research/Practice: This is the time a learner should spend on practice activities prior to formal assessment. This is not based on practical activities, but simply the practice or rehearsal a learner might reasonably undertake during the process, and might include writing an answer, and then rewriting it, or practising skills prior to having them assessed, or simply practising things to ensure they are doing it correctly.

Practical: This is the time it takes to complete the practical tasks and takes into consideration work experience where necessary within the work environment for example **Work experience:** This relates to on-the-job practical hours required by the units of competency or otherwise preferred for the completion

Additional Resources Learning (ARL): This is based on content supplied by the RTO within the course structure and does not relate to research items such as links or pdf additional files or video content.

A full break down of the volume of learning visit this externally [HERE](#)

TOTALS					
RECOMMENDED VOL	Cert IV 1200-2400	Nominal Total Hours	670	VOL Total Hours	1142.08

TRAINING AND ASSESSMENT STRATEGY

MODE OF DELIVERY	Code	Unit Name	Flexible	Classroom	On-the-job
	PSPETH002	Uphold and support the values and principles of public service	x	x	x
	PSPINV001	Plan and initiate an investigation	x	x	x
	PSPINV002	Conduct an investigation	x	x	x
	PSPINV003	Finalise an investigation	x	x	x
	PSPREG003	Apply regulatory powers	x	x	x
	PSPREG012	Gather information through interviews	x	x	x
	BSBWHS201	Contribute to health and safety of self and others	x	x	x
	PSPREG004	Promote client compliance	x	x	x
	PSPREG005	Assess compliance	x	x	x
	PSPREG006	Produce formal record of interview	x	x	x
	PSPREG008	Act on non-compliance	x	x	x
	PSPREG009	Conduct search and seizure	x	x	x
	PSPREG010	Prepare a brief of evidence	x	x	x
	PSPREG011	Give evidence	x	x	x
PSPREG013	Undertake inspections and monitoring	x	x	x	

<p>T & A STAFF</p>	<p>All T&A will need to have minimum requirements under the AQTF/NVR i.e. TAE40110 Certificate IV in Training and Assessment including the new TAE40111 TAEASS502B Unit of Competency and Certificate IV in Government Investigations or Higher equivalencies. Where applicable trainers and assessors will hold any documents required by legislative requirements due to individual state and/or territory licensing i.e. Drivers licence, clean history, working with children's check etc. in accordance with https://www.asqa.gov.au/media/295</p> <p>Assessors must satisfy the Standards for Registered Training Organisation's requirements for assessors, and:</p> <ul style="list-style-type: none"> - have achieved the Certificate III in Investigations, and Certificate IV in Government Investigations - have at least 1 year consecutive post qualification industry experience in the application of the skills and knowledge of investigative services. <p>Current Trainers and Assessors:</p> <table border="1" data-bbox="373 667 1528 831"> <tr> <td data-bbox="373 667 571 725">Paul Harmer</td> <td data-bbox="571 667 1528 725">See trainer matrix in vasto</td> </tr> <tr> <td data-bbox="373 725 571 831">Greg Lamey</td> <td data-bbox="571 725 1528 831">See trainer matrix in vasto</td> </tr> </table>	Paul Harmer	See trainer matrix in vasto	Greg Lamey	See trainer matrix in vasto
Paul Harmer	See trainer matrix in vasto				
Greg Lamey	See trainer matrix in vasto				
<p>FACILITIES AND EQUIPMENT</p>	<p>Online Classroom - 1 Allen Street, Moffat Beach QLD 4551 and on the job as per student arrangement with the workplace and Industry.</p> <p>Professional Investigators College of Australasia uses an online training system and workbooks completed via self-paced in conjunction with logbooks, and on the job as arranged with the workplace and Industry by students.</p> <p>Statutory checks may apply. These differ from state to state and course to course. Many governments charge fees to issue these Certificates.</p> <p>PICA uses Learner Guides, Assessment Materials, Benchmark answers for Assessors, power points, Videos, Templates for Assessors, Third parties and students.</p> <p>Any classroom Hazard forms or risk assessment plans can be found at:</p> <p>Hazard Rego Template Hazard Identify form Risk Assessment with WHS Action Plan</p>				
<p>PATHWAYS</p>	<p>Those graduating with a Certificate IV may articulate into the CPP or PSP stream products at Diploma level as well as articulate into other Certificate IV qualifications.</p>				
<p>ASSESSMENT VALIDATION PROCESSES</p>	<p>Industry consultation shows the following units may be suitable for those studying the Certificate IV:</p> <p>Training package demands 1 unit from WHS:</p> <p style="text-align: center;">BSBWHS201 Contribute to health and safety of self and others</p> <p>Package Demands a Generalist: minimum of 4 units from Groups B-I or from elsewhere within this training package: Chosen Group B: Regulatory compliance specialisation</p> <p style="text-align: center;"> PSPREG004 Promote client compliance PSPREG005 Assess compliance PSPREG006 Produce formal record of interview PSPREG008 Act on non-compliance </p> <p>Package Demands a Generalist: minimum of 4 units from Groups B-I or from elsewhere within this</p>				

	<p>training package: The remaining electives come from Group B and C: General elective units</p> <p>PSPREG009 Conduct search and seizure PSPREG010 Prepare a brief of evidence PSPREG011 Give evidence PSPREG013 Undertake inspections and monitoring</p> <p>The 4 electives PICA has chosen left from its autonomy, were based on the industry needs and requirements for state and police requirements, which are set in the Government legislation used to determine a candidates suitability of skills for employment.</p> <p>Every six months, staff from the RTO will be given the opportunity to validate assessment processes as outlined in this strategy document.</p> <p>This is achieved by the internal review as well as industry consultation from both industry workers and external validator's.</p> <p>After delivery of the Certificate IV in Government Investigations and with discussion with workplaces based on the units that we are offering it has been suggested that we allocate more units that cater for distance education especially during COVID 19 for learner engagement to suit delivery mode.</p> <p>Consultation with an independent RTO's showed that there was a need to supply the learner with more templates to aid them with guidance for practical and theory tasks.</p>
<p>FACILITIES, EQUIPMENT & INFRASTRUCTURE REQUIREMENTS</p>	<p>Infrastructure may include but not be limited to the following:</p> <ul style="list-style-type: none"> • Online learning system • Training Venue (Simulated setting or relevant simulation) • Access to computer and internet facilities • Access to Documentations such as: <ul style="list-style-type: none"> ○ Access to Basic learner guides ○ Access to Logbooks for hours ○ Access to Checklist for tasks ○ Access to Policies procedures and legislation links <p>Access to a relevant setting, either real or simulated. With resources required for each specific unit which in the documentation for each unit. Below is not an exhaustive list it is a base list of resources for the unit specific list please refers to the unit of competency documentation.</p> <p>Resources required requirements may include but not be limited to:</p> <ul style="list-style-type: none"> • Industry standards • Surveillance equipment • Forms and Documents for units • Access to clients/simulated clients • Access to simulations or simulated environments • Access to templates and workplace documents resources. • Access to a document management systems (Our online system covers this) • Access to a motor vehicle • Ability to drive • Other resources that may include but not be limited to: <ul style="list-style-type: none"> • Mobile phone • Video recording device • Pen and paper • Other equipmemtn and other relevant to the specific sector. <p>When work placement apply, third party/ Supervisor checklist written to aid the guidance for suitably qualified persons whom are not TAE40110 qualified to make informed judgments to be used in pool of evidence for the RTO assessor whom will determine competency.</p>

	<p>Computer, internet facilities, Learner Guides, Assessment Materials, and Benchmark answers for Assessors, power points, Videos, Templates for Assessors, Third parties and students. Logbooks for hours and Checklist for tasks and Third-party/Supervisor checklist written to guidance for suitably qualified persons.</p> <p>Sample of LMS/TMS/SMS system: https://youtu.be/_SfrEuEeLAc?t=5</p>
RESOURCES	<p>The resources initially were purchased from RTO Content Limited. Since the purchase, we have contextualised the materials and included our own scenarios and templates. Reviewed the questions to ensure that the resources meet our cohort needs and the methods of assessment that we are using.</p> <p>We have now created our own resources which allowed for customisation to the resources to ensure industry consultation. Since inception industry consultation and development has been taken into consideration and we have delivered the program and adjusted the course and content based on the feedback received from students, stakeholders and Industry and have now have had the chance to develop our resources.</p> <p>Our course materials have videos, learner guides, assessments and handouts all embedded for every question and task. To ensure each unit Volume of Learning is addressed accordingly, and the students gain the mandatory requirements as per each unit rules.</p>
CONTACT PERSON:	Meredith Harmer
WORKPLACE REPRESENTATIVE'S SIGNATURE	
PROGRAM MANAGER'S ENDORSEMENT	Meredith Harmer
DATE	28/06/2020
COPY PLACED IN COURSE FOLDER BY:	Meredith Harmer

TRAINING AND ASSESSMENT STRATEGY– ASSESSMENT VALIDATION STRATEGIES (CONTINUED)					
VALIDATION PROCESSES	Action Required	Timing	Responsibility	Resources required/action to be taken	Record Keeping Requirements
CONSULTATION WITH ISC	Consultation with ISC for the purpose of: <ul style="list-style-type: none"> • Reviewing assessment processes • Assist in determining reasonable adjustment Seek their assistance with strategic and policy matters and practical and operational issues	Yearly	Training Manager Coordinator	Seek appointment with Industry Skills Council Representative	Seek report from ISC on suitability of assessment process
CONSULTATION WITH INDUSTRY	Stakeholders visit various industries by appointment for the purpose of gathering feedback on assessment process and judgment made. Feedback is then used to refine and enhance the tools	Yearly	Training Manager Training Coordinator Trainers	Seek appointments with various industry operators	Prepared Checklist or letters from employers/industry operators
ASSESSMENT BENCHMARKS	Assessors are encouraged to develop a bank of assessment exemplars from candidates considered to have provided exemplary work The bank will be developed with input from Industry to ensure highest standards are achieved	Six monthly	Training Manager/Coordinator in consultation with vocational trainers	Training Manager/Coordinator and trainers discuss results of random review of assessment tools and methods of continuous improvement	Minutes of validation meetings Validation Tools Relevant information entered into Continuous Improvements Register

TRAINING AND ASSESSMENT STRATEGY– ASSESSMENT VALIDATION STRATEGIES (CONTINUED)

<p align="center">MODERATION MEETINGS</p>	<p>Moderation conducted when information and experiences are shared particularly in relation to:</p> <ul style="list-style-type: none"> • Validity • Reliability • Flexibility • Fairness <p>Assessment tools evaluated and adjustments made in line with recommendations from Industry, ISC and results of RTO review process,</p>	<p align="center">Six monthly</p>	<p align="center">Training manager/Coordinator in consultation with vocational trainers</p>	<p align="center">Training Manger/Coordinator and trainers discuss results of random review of assessment tools and methods of continuous improvement</p>	<p align="center">Minutes recorded and entered into continuous improvement register</p>
<p align="center">CLIENT SATISFACTION SURVEYS</p>	<p>Internal and external surveys to gather information that may relate to any aspect of the assessment process</p>	<p align="center">Quarterly</p>	<p align="center">Training Manager/Coordinator</p>	<p align="center">Prepared Surveys</p>	<p align="center">Resulted collated, action form prepared for any suggested improvements Results entered into continuous improvements register</p>
<p align="center">INDEPENDENT VALIDATOR</p>	<p>Utilise the services of an individual validator to review and validate the assessment process/tools</p>	<p align="center">Annually</p>	<p>Independent validator who has high level of technical skills, industry knowledge and experience in conducting assessments</p>	<p align="center">Task description Prepared audit form</p>	<p align="center">Written report on audit compliance and recommended improvements</p>

TRAINING AND ASSESSMENT STRATEGY– ASSESSMENT VALIDATION STRATEGIES (CONTINUED)				
APPROACHES TO VALIDATION	Assessment process	Assessment Tools	Evidence	Assessment judgment
ISC CONSULTATION		✓	✓	✓
CLIENT SURVEYS	✓			✓
MODERATION MEETINGS	✓	✓	✓	✓
ASSESSMENT BENCHMARKS	✓	✓	✓	
INDUSTRY TRIALLING	✓			✓
INTERNAL AUDITS	✓	✓	✓	✓
VOCATIONAL TEAM MEETINGS	✓	✓	✓	✓
INDEPENDENT VALIDATOR	✓	✓	✓	✓

PSP40416 - Certificate IV in Government Investigations

Qualification Description

This qualification allows for the attainment of occupational specific competencies for those working in operational roles undertaking government investigation related functions, with a particular focus on meeting the ethical and legislative requirements of the public service. It is suitable for individuals who need to apply a broad range of specialised knowledge and skills in specific contexts within the investigations and regulatory compliance environment.

The generalist qualification covers the broad range of skills required to operate without supervision in a government investigations environment where an individual is required to plan, initiate, conduct and finalise an investigation.

The regulatory compliance specialisation covers the skills required by those responsible for ensuring statutory compliance with the requirements of legislation, regulations and organisational policy.

No licensing, legislative or certification requirements apply to this qualification at the time of publication.

Additional qualification advice

Where a defined specialisation is completed as listed below, the resultant testamur can be titled: Certificate IV in Government Investigations (field of study) e.g. Certificate IV in Government Investigations (Regulatory compliance).

Packaging Rules

15 units of competency are required for this qualification:

- 6 core units
- 9 elective units

Choose 1 elective from Group A Work health safety.

Generalist:

- minimum of 5 units from Groups B and C

Choose the remaining electives from the list below or from elsewhere within this training package, or from another endorsed training package, or from an accredited course.

Specialisation

Regulatory compliance specialisation:

- minimum of 5 units from Group B

Choose the remaining electives from the list below or from elsewhere within this training package, or from another endorsed training package, or from an accredited course.

All elective units selected from outside this qualification must reflect the occupational learning outcomes of this AQF qualification level. Seek further advice on selecting imported units of competency in the PSP Implementation Guide.

Elective units selected must not duplicate content already covered by other units in this qualification.

PSPETH002	Uphold and support the values and principles of public service
PSPINV001	Plan and initiate an investigation
PSPINV002	Conduct an investigation
PSPINV003	Finalise an investigation
PSPREG003	Apply regulatory powers
PSPREG012	Gather information through interviews
Elective units	
Group A: Work health safety	
BSBWHS201	Contribute to health and safety of self and others
BSBWHS301	Maintain workplace safety
Group B: Regulatory compliance specialisation	
PSPREG004	Promote client compliance
PSPREG005	Assess compliance
PSPREG006	Produce formal record of interview
PSPREG008	Act on non-compliance
PSPREG013	Undertake inspections and monitoring
PSPREG015	Receive and validate data
PSPREG017	Undertake compliance audits
PSPREG018	Plan and implement recovery action
Group C: General elective units	
PSPGEN023	Deliver and monitor service to clients
PSPGEN029	Value diversity
PSPGEN033	Use advanced workplace communication strategies
PSPGEN038	Identify and treat risks
PSPGEN043	Apply government processes
PSPCRT007	Compile and use official notes
PSPLEG002	Encourage compliance with legislation in the public sector
PSPPCY004	Support policy implementation
PSPREG007	Make arrests
PSPREG009	Conduct search and seizure
PSPREG010	Prepare a brief of evidence
PSPREG011	Give evidence
PSPREG014	Conduct surveillance
PSPREG016	Conduct data analysis

NOTE: The Institute has chosen but not limited to assess and deliver the following units:

CORE	
PSPETH002	Uphold and support the values and principles of public service
PSPINV001	Plan and initiate an investigation
PSPINV002	Conduct an investigation
PSPINV003	Finalise an investigation
PSPREG003	Apply regulatory powers
PSPREG012	Gather information through interviews
ELECTIVES	
BSBWHS201	Contribute to health and safety of self and others
PSPREG004	Promote client compliance
PSPREG005	Assess compliance
PSPREG006	Produce formal record of interview
PSPREG008	Act on non-compliance
PSPREG009	Conduct search and seizure
PSPREG010	Prepare a brief of evidence
PSPREG011	Give evidence
PSPREG013	Undertake inspections and monitoring