



Course Guide

For CHC81115 Graduate Diploma of Family Dispute Resolution

Training Provider



Registered Training Organisation - 21178

INSPIRITIVE

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

Table Of Contents

03	<u>Introduction</u>	
04	<u>About the FDR Profession</u>	
05	<u>Registering as a Family Dispute Resolution Practitioner</u>	
06	<u>Mediation Institute</u>	
07	<u>Pre-Requisite Requirements</u>	
08	<u>Units of Competency</u>	
09	<u>Mode of Learning and Role Plays</u>	
10	<u>Course Expectations regarding Role Plays</u>	
		11
		<u>Work Placement</u>
		13
		<u>Frequently Asked Questions</u>
		14
		<u>Enrolment Information</u>
		15
		<u>Single Units and RPL</u>
		16
		<u>Membership and Benefits</u>
		17
		<u>CHC81115 Full Unit Descriptions</u>
		to
		27

Introduction

Thank you for your interest in becoming a Family Dispute Resolution Practitioner with Mediation Institute.

This guide is designed to give you all the information you need, but if you have any questions, please don't hesitate to reach out. We're here to help.

Our training team consists of Registered Family Dispute Resolution Practitioners who are also qualified vocational trainers. This course is delivered in partnership with Inspiritive, a registered training organisation (RTO 21178).

The CHC81115 – Graduate Diploma of Family Dispute Resolution is the qualification you need to apply for registration as an FDRP with the Australian Attorney General's Practitioner Registration Department. You might even be eligible to register with just the 6 core units from the qualification – more details on that will be provided later.

In this guide, you'll learn about the profession, the qualification, and how our course is designed to be both high-quality and flexible.

We're confident that once you have all the details, you'll see why Mediation Institute is the perfect choice for your studies. Join us and take the next step in your professional journey!

Warm Regards,

Joanne Law – Director



The RTO Inspiritive

Our RTO Partner is Inspiritive Pty Ltd. They are a nationally recognised Registered Training Organisation (RTO #21778) and we are the specialist training provider.

CHC81115 – Graduate Diploma of Family Dispute Resolution is nationally recognised under the Australia Skills Quality Authority (ASQA) and can be seen listed at www.training.gov.au

Ready to get started? Enrol today and take the first step to becoming a Family Dispute Resolution Practitioner!

[Application Form](#)

About the FDR Profession

Family Dispute Resolution Practitioners (FDRPs) play a crucial role in helping families navigate separation challenges by offering an alternative to the adversarial family law system. As an FDRP, you'll assist in creating agreements on parenting, finances, and property after separation, with a special focus on helping parents understand and consider the best interests of their children.

The role of an FDRP is defined by the Family Law Act 1975 and the Family Law (Family Dispute Resolution Practitioners) Regulations 2008.

FDRPs do not impose settlement agreements; we use our skills to facilitate collaborative negotiation, provide legal information, not legal advice, and help clients document their agreements.

The Australian Attorney General's Department maintains a register of accredited FDRPs and FDR services. This register can be beneficial when researching available services in your area.



[Find a Government funded FDR service provider](#)

[Find a practitioner](#)

[Apply to become a practitioner](#)

Family Dispute Resolution Register

Find an accredited family dispute resolution practitioner that provides services to your location.

This may be in a government-funded service with no or low costs to clients, or with a private practitioner that sets fees for services based on their own business needs.

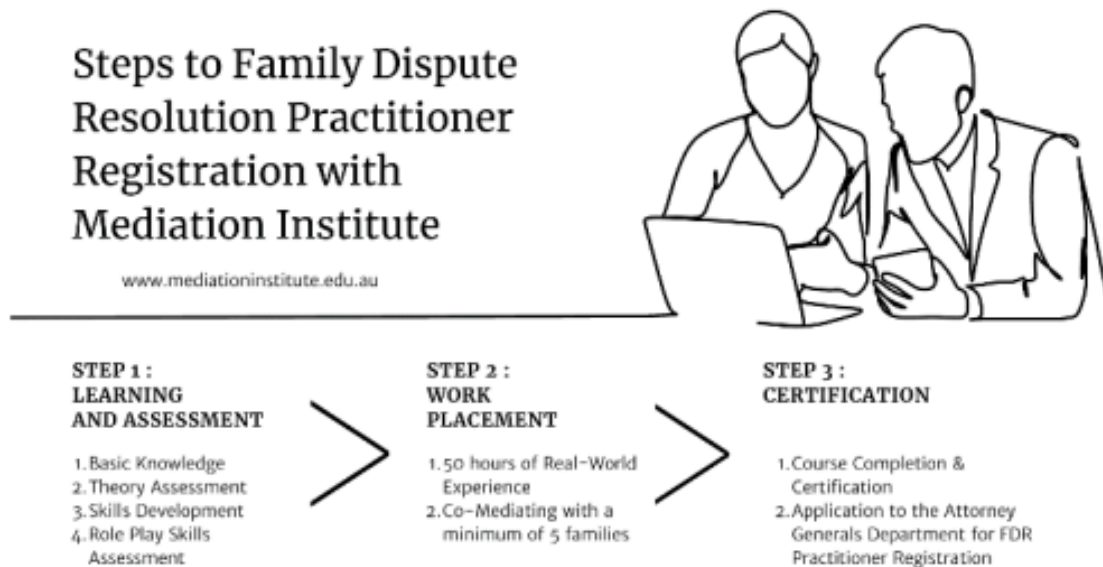
Some of the key benefits of becoming a FDRP include:

- **Making a Positive Impact:** as a FDRP, you play a crucial role in helping families navigate the complexities of separation, reducing conflict and promoting agreed solutions.
- **Professional Growth:** The training involves making independent judgments and facilitating negotiation, which will enhance your problem-solving, communication, and mediation skills.
- **Flexibility:** FDRPs have the option to work independently, for agencies or both. This flexibility allows you to choose a work arrangement that best suits your lifestyle and career goals.
- **Specialisation Opportunities:** After becoming accredited, you can further specialise in training in child-inclusive practice or parenting coordination.
- **Accreditation and Recognition:** being registered gives protection under the Family Law Act, and being listed on the AG's Department register enhances your professional credibility and visibility.
- **Mandatory Reporting and Duty of Care:** As an FDRP, you have responsibilities related to child protection and family violence risk management. This aspect of the role underscores the importance of your work in safeguarding vulnerable individuals and ensuring their well-being.

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](#).



To be eligible for accreditation as a Family Dispute Resolution Practitioner (FDRP), you must meet the following requirements:

- Hold the appropriate qualifications, such as the Graduate Diploma in Family Dispute Resolution (Grad. Dip. FDR) or the Core Units from the Graduate Diploma, along with one of the mandated qualifications. These include a higher education award in law, psychology, social work, conflict management, mediation, dispute resolution, or a related field.
- Access to a suitable complaints mechanism for clients (included with Mediation Institute membership).
- Provide a national police check no older than four months.
- Not be prohibited by law from working with children.
- If applicable, meet the "working with children" requirements in the state or territory where you provide services.
- Be suitable to perform the functions and duties of an FDR practitioner.
- Have professional indemnity insurance coverage.

If you have any concerns about meeting the "Fit and Proper Person" requirements, please contact us before enrolling. If you would like more details, please refer to the [Attorney General's website](#).

Mediation Institute

Our mission is to prevent abuse and violence by training and supporting dispute resolution professionals to manage conflicts and resolve disputes effectively.

We offer comprehensive training and assessment through our team of highly qualified trainers. We are also a membership body and Recognised Accreditation Provider (RAP) under the Australian Mediator and Dispute Resolution Accreditation System (AMDRAS)

Our Director

Joanne Law is a passionate advocate for the dispute resolution industry, actively supporting mediators through various board positions and partnerships.

Board Positions

- The AMDRAS Board since 2022, currently holding the executive role of Secretary. www.amdras.au
- Co-founder and board member of Interact Support Inc. www.interact.support
- Committee member of Mediators Beyond Borders Oceania www.mbbo.au

Mediation Institute also coordinates the International Mediation Awareness Week. If there's a way to promote our sector and support dispute resolution professionals, you can bet we're involved!

Our Training Team

At Mediation Institute, our training team is made up of registered Family Dispute Resolution Practitioners with real-world experience in both private practice and government agencies. This means you'll receive practical and relevant training.

Our trainers are also qualified educators who specialise in working with adult learners. Whether you're joining with prior experience as an NMAS / AMDRAS accredited Mediator or after completing a relevant degree, we're here to provide personalised support.

We encourage you to ask questions and engage actively throughout your learning journey. Our team stays in regular contact with the Attorney-General's Department and offers a complaint-handling service, giving you valuable insights into service delivery challenges. Above all, our trainers are passionate about dispute resolution and committed to mentoring you for the best outcome.

Want to know more about our team? [Visit About Mediation Institute.](#)

CHC81115 Graduate Diploma of Family Dispute Resolution – Pre-Requisites

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

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/AMDRAS Mediator Accreditation under the National Mediator Accreditation System (NMAAS) or
- The Mediation skill set from the Community Services Training Package (CHC) or
- Documented evidence of 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 CV and 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 enrollment form, which you can find on our website. [CHC81115 Enrolment Form | Mediation Institute](#)

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 [AMDRAS Mediator Accreditation pathway](#) or provide documentation evidence of working with dispute resolution cases to enrol.

Technology Requirements

To participate effectively in the course, you will need the following:

Computer: A reliable computer (PC or Mac) capable of running video conferencing software.

Internet: Stable internet connection with a minimum speed of 10 Mbps for smooth video sessions.

Video Conferencing Software: The course uses platforms such as Zoom for live role plays. Ensure you have the latest version installed. You do not need a paid version to participate in this training.

Audio/Video Equipment: A functioning webcam and microphone are essential for participation in online role plays and online discussions.

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

The three core units focused on providing Family Dispute Resolution (FDR) services include a 50-hour work placement requirement. These units are delivered together in a cluster, while the other units can be completed individually.

Here's a breakdown of the estimated completion times based on nominal hours:

- 6 months: Commit around 15 hours per week.
- 9 months: Dedicate about 10 hours per week.

This flexible approach allows you to progress at a pace that suits your schedule, making it easier to balance your studies with other commitments.

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

Mode of Learning

Our course is designed for busy professionals who need a flexible, accessible study method. Forget about set training days or travel to workshops – our training is designed to fit into your life.

Instead of compressing skills learning into a workshop format, we offer a gradual learning model that's proven to be more effective for adults acquiring new skills. Depending on your other qualifications, you can complete the full Graduate Diploma or opt for a shorter path with just the six core units.

We allow you to work through the coursework at your own pace, expecting you to complete each unit within 30 days using our user-friendly learning management system. This means you can study whenever and wherever it suits you best. If you need to extend that time, just ask. If you can go faster, there is no barrier.

Role Plays

Role plays are a crucial part of your learning journey. They allow you to start as an observer and gradually take on active roles, culminating in the chance to practice as the mediator after completing the corresponding theory components. While role plays may seem daunting initially, they are essential for developing your skills and bridging the gap between theory and real-world application.

Role plays provide a safe and supportive environment to practice and refine your techniques, making them an invaluable part of your training. By engaging in realistic scenarios, you gain hands-on experience that enhances your learning and prepares you for actual mediation situations.

Our role plays are conducted fully online with other students using video mediation, giving you practical experience with video mediation—a vital skill in today's FDR services. You'll also benefit from working with multiple mentors, each offering unique perspectives to guide you.

We strive to make role plays engaging and fun, ensuring that you gain the confidence and competence needed to excel in your role as a mediator.

Meeting your role-play commitments is essential for your success in the course. Role-plays are not just an exercise; they are a vital part of your training that provides hands-on experience that helps you apply theoretical knowledge in realistic scenarios and provides us with the evidence of your competence needed to issue your qualification.

By participating fully, you gain the confidence and competence needed to excel as a mediator.

Course Expectations regarding Role Plays

Everyone has busy schedules, but committing to role-play sessions ensures you get the most out of your training. Turning up also shows respect for your fellow students and mentors, who count on your participation.

Role plays are a core, mandatory part of the course, designed to simulate the responsibilities of a Family Dispute Resolution Practitioner. Your professionalism and reliability during these sessions are crucial for assessing your competency.

To complete the course, you must fulfil all role-play requirements.

You choose your role-play dates and times from a role-play scheduler, allowing you to select sessions that fit your schedule. Each session requires a two-hour commitment.

You are committed to that session once you add your name to the scheduler. If you are unsure of your availability, please feel free to attend as an observer or reserve. You should only sign up as a mediator or role player if you are certain you can attend.

Failing to turn up for a role play affects everyone and incurs financial costs.

Due to significant issues with student reliability in 2024, we've had to implement some rules for those students who have been careless about their commitments, disrupting their fellow students and mentors.

We want to ensure you understand the expectations and consequences if you don't show up or fail to provide sufficient notice.

Expectation

If you can't attend a role play you've committed to, please notify us within 48 hours or find a replacement. If you miss a session without proper notice, you'll need to provide evidence (like a medical certificate or power outage notice).

Consequences

- **First Instance:** you'll receive counselling to discuss the issue.
- **Continued Breaches:** this may lead to suspension from role-plays for a period of time or a \$200 fee for subsequent failures to meet the expectations.

We sincerely hope these consequences won't be necessary in 2025. Let's work together to make the most of the learning experience.

Work Placement

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

When can I start my work placement?

You can start your work placement once you've demonstrated competence in role plays.



The timing of your placement depends on your situation and the arrangements made. During your placement, you are expected to actively co-mediate rather than observe.

The standard approach is not to begin your placement until you have been assessed as competent through role plays in basic pre-mediation and mediation scenarios for parenting and property Family Dispute Resolution (FDR).

For students currently employed with an FDR service, you may begin your placement once you have demonstrated competence in parenting pre-mediation and mediation and continue your property role plays while participating in your work placement.

How are the 50 hours spread out?

If you are completing your placement in a block of time, it is generally expected that you will be competent in both parenting and property FDR before starting. This ensures that you can co-mediate any cases that arise during your placement.

If you are working with a private FDRP or a service like Interact Online, you'll generally be working with a mentor on a case basis rather than a set period of time, so it may take longer to complete your placement.

Where can I find work placement?

If you don't work with a service, you can find placements at Family Relationship Centres that welcome interns. Not all centres do, so reach out to multiple services in your area to increase your chances. Their decision will depend on staffing, their ability to provide a supervising co-mediator, and whether they see you as a potential future employee. Keep in mind that an internship doesn't guarantee a job offer.

If you have a network of family dispute resolution practitioners, consider asking them for placement opportunities. These placements are typically sessional, depending on client needs. Some practitioners might charge a fee for mentoring to offset their time and effort.

Another option is Work Placement with not-for-profit Interact Support, which has an online FDR service called Interact Online. Interact Support provides work placement opportunities for Mediation Institute students, and an internship fee is required. The fee supports a part-time coordinator for onboarding and case management. While arranging your placement is often faster, Interact Online is a reliable backup option if needed. For more information, visit www.interact.support.

How Long Will the Course Take?

We estimate 30 – 60 days per unit of competence, depending on your prior knowledge, time availability and commitment to your studies. That would be 10 to 20 months for the full qualification and 6 – 12 months for the core units.

Factors such as recognition of prior learning (RPL), competing priorities like work and family, and your health may also influence your progress.

We have set the time for the individual units to complete at 30 days, but you can extend that by an additional 30 days, with no questions asked. Beyond that, we'll work with you to determine the best strategy to assist you in completing your studies.

We recommend allocating 2 – 4 hours for coursework at the start and 2 hours – 4 hours a week for role plays if you can. As you move through the course, you'll be spending less time on theory and more on skills development.

You have up to 24 months from the date of enrolment to finish the course.

If you need to, you can request a suspension or extension to manage unforeseen circumstances. There is a small continuation fee required if you need to extend your enrolment longer than 2 calendar years. For full terms and conditions, please take a look at the [Student Handbook](#).

How Do You Support My Learning?

We're here to help you succeed, whether you have special needs or need extra support. Let us know of any specific requirements or concerns when enrolling so we can assist you effectively.

This is a high-level Graduate Diploma course. If you're worried about completing it, please speak with us. We're committed to helping passionate students who are willing to put in the effort.

Our team takes an individualised approach, offering extra mentoring or coaching when needed. If we notice you're struggling, we'll proactively suggest support.

The course is competency-based, with practical and theoretical assessments, as well as evidence from workplace experience with real clients.

What Will Assessments Be Like?

Vocational education is competency-based, so there are no closed-book exams or trick questions.

Assessments come in various forms, and all must be completed competently to achieve the qualification.

Assessments include:

- Quizzes and short answer knowledge activities
- Project and task-based activities
- Role plays to practice and demonstrate skills
- Evidence from your work placement

The process ensures that you demonstrate the required knowledge and skills for each unit. If you don't meet competency on your first attempt, you'll receive feedback and coaching before being reassessed. You are allowed up to three attempts for each task.

How Many People Will Be in the Course?

The number of participants varies as new students enrol and others graduate, and we don't train in set class blocks. We host regular webinars and discussion groups, which are encouraged but optional.

More Information

For details on policies, including cancellation, deferrals, and training requirements, please take a look at the [Mi Handbook](#). This training is delivered in partnership with RTO partner Inspiritive.

How to Enrol in the Graduate Diploma or Core Units course

- Enrolment Form – [CHC81115 Enrolment Form](#)
- Student Information Guide – [Mi Forms | Mediation Institute](#)
- Course Information Page – [chc81115-grad-dip-family-dispute-resolution/](#)

The enrolment form will ask you for your Unique Student Identifier (USI). This is required to graduate and we collect it at enrolment. You can get your number at <https://www.usi.gov.au/>

Tuition 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

Payment Plans and Options

We offer an up to 12-month interest-free payment plan with monthly instalments.

The standard plan requires an initial deposit of \$1,500 and then 6 to 11 monthly instalments. You must complete the payments before we issue your qualification.

We do not have access to government fee-help programs.

Ready to get started?

Complete the enrolment form: <https://www.mediationinstitute.edu.au/chc81115-grad-dip-family-dispute-resolution/chc81115-enrolment-form/>

Single Unit and RPL Fees

Enrolling in individual units offers even greater flexibility, allowing you to tailor your training schedule to your needs. We are currently working on making all units, except the three core FDR units, available for single-unit enrolment.

Single unit fee	1 unit	\$1500 - payable over 2 x \$750 instalments
-----------------	--------	---

Recognition of Prior Learning (RPL)

Recognition of Prior Learning (RPL) is available to all students. Participants who can provide evidence of competence in the required knowledge and skills can be awarded the unit, regardless of how this competence was achieved.

Recognition of Current Competence (RCC), also known as Credit Transfer, is available for qualifications or units of competency obtained from any other Registered Training Organisation, provided they are still current.

If you would like to check if your units of competency are current, you can visit www.training.gov.au or get in touch with us.

If you believe you may be eligible for Recognition of Prior Learning or Current Competence, let us know.

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/>

Recognition of Prior Learning (RPL)	Subject to you providing sufficient evidence	\$500 per unit
-------------------------------------	--	----------------

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/>

Membership and Benefits

Mediation Institute Student Membership

During your training, you are eligible for free student membership with Mediation Institute, which will allow you access to all of our professional development events. www.mimembers.au/events

Learn more about student membership at www.mimembers.au/mistudents

Mediation Institute Practitioner Membership

Upon graduation, you'll need to demonstrate to the Attorney-General's Department that you have access to an approved complaint handling service.

This can be achieved through employment with a government-funded agency, membership with Mediation Institute, or another organization that provides this service.

Mediation Institute membership offers professional development opportunities, mentoring support, business development guidance, and member discounts.

Learn more about practitioner membership at www.mimembers.au/join-mi

AMDRAS

Graduates from this training may be able to claim credits towards the Australian Mediator and Dispute Resolution Accreditation Standards AMDRAS Certificate of Training. The credit and associated discount you will be eligible for will depend on the number of parenting mediation role plays you complete as part of this training.

A bridging course will be available to meet the full AMDRAS requirements to be eligible for a Certificate of Training (COT) under AMDRAS.

www.mediationinstitute.edu.au/amdras

CHC81115 Full Unit Descriptions

Core Units

- **CHCFAM001** - Operate in a Family Law environment
- **CHCDFV008** - Manage Responses to domestic and family violence in family work
- **FDR Cluster**
 - **CHCDSP001** - Facilitate dispute resolution in the family law context
 - **CHCDSP002** - Adhere to ethical standards in family dispute resolution
 - **CHCDSP003** - Support the safety of vulnerable people in family dispute resolution
- **CHCFAM002** - Work with a child-focused approach

Electives

- **CHCFAM007** - Assist clients to develop parenting arrangements
- **CHCDFV007** - Work with users of violence to effect change
- **CHCDFV012** - Make safety plans with people who have been subjected to domestic and family violence
- **CHCPRP006** - Lead own professional development

On the next pages, we provide more details about each of the units and the assessment requirements.

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, and 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.

Assessment Tasks

- **Knowledge quizzes** relating to the Family Law System, the FDR Practitioner Regulations, the Family Violence System and other relevant legislation
- **Short Answer** questions related to case study scenarios
- **Written Task** demonstrating collaboration within the family law system
- **Portfolio Task** demonstrating understanding and capacity to use family law system and processes relevant to a FDR practitioner

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.

Assessment Tasks:

- **Knowledge quizzes** relating to the Family Law System, the FDR Practitioner Regulations and the Family Violence System
- **Short Answer** questions related to case study scenarios
- **Written Task** demonstrating collaboration within the family violence system
- **Research Report** demonstrating your understanding of family violence context, dynamics, approaches and responses
- **Self-care Report** demonstrating your understanding of vicarious trauma and strategies to protect yourself
- **Case Scenarios with 3rd party** confirmation of work you have done with users of family violence and those impacted by their behaviour.

Core Units FDR Cluster

This cluster of 3 core units is made up of:

- CHCDSP001 – Facilitate Dispute Resolution in the Family Law Context
- CHCDSP002 – Adhere to ethical standards in family dispute resolution
- CHCDSP003 – Support the safety of vulnerable people in family dispute resolution

Performance Evidence

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 these three units 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.

Assessment Tasks:

- **Knowledge quizzes** relating to the Family Law System, the FDR Practitioner Regulations and the Family Violence System
- **Short Answer questions** related to case study scenarios with legal and ethical dilemmas
- **Research Report** demonstrating your understanding of family violence context, dynamics, approaches and responses
- **Portfolio** demonstrating understanding of case management and referral
- **Report** on Safety Planning for FDR
- **Role Play Assessments** demonstrating competence in pre-mediation and mediation for parenting and property mediation
- **Work Placement Evidence** confirming 50 hours of work with a minimum of 5 client families providing FDR services under the supervision of a Registered FDR practitioner

More detail on the individual units in this cluster follows

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

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, and property.
- Facilitate disputes involving multiple parties, voluntary and involuntary participants 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 drug abuse.
 - Vulnerabilities associated with people's cultural and linguistically diverse backgrounds.
- Managed sessions where all parties are present, and in a shuttle situation.

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.

Assessment Tasks:

- **Knowledge quizzes** relating to the FDR Practitioner Regulations
- **Short Answer questions** related to relevant case study scenarios
- **Written Task** demonstrating your understanding of developmental needs for children and the impact of family violence, exposure to conflict and the best interests needs of children (as identified in the Family Law Act 1975)
- **Written Task** demonstrating your understanding of child-inclusive practice and how to support its use
- **Role play demonstration** of acting as the mediator in a child-inclusive scenario
- **Case Scenarios** with 3rd party confirmation of your ability to support child-focused approaches in FDR

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.

Assessment Tasks:

- **Knowledge quizzes** relating to Family Law and Family Violence
- **Short answer questions** related to legal and ethical scenarios
- **Research report** demonstrating your understanding of the best interests of the child, family dynamics, child abuse and neglect and the types of issues that can be covered in parenting plans.
- **Case Scenarios** with 3rd party confirmation of your ability to appropriately support clients to review parenting, consider their current parenting agreements, plans or orders and negotiate new arrangements taking into account the likely effects on their children.

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 a simulated environment. You may 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.

Assessment Tasks:

- **Knowledge quizzes** relating to Family Law and Family Violence
- **Research report** demonstrating your understanding of the dynamics of family violence, sources of vulnerability and the concepts of safety planning
- **Case Scenarios with 3rd party confirmation** of your ability to appropriately support safety planning with clients

CHCPRPoo6 – 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 the 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 a simulated environment. You will be required to complete a number of activities including during your work placement and on your 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 practices, trends and skills requirements
- Creation of a professional development plan that includes strategies to enhance the effectiveness and coherence of practice.
- Develop strategies to address at least three (3) different professional practice issues.

Assessment Tasks:

- **Knowledge quizzes** relating to Family Dispute Resolution Practitioners Regulations
- **Report on professional** values, goals and practice and any challenges or incongruence
- **Professional Development plan** identifying opportunities and strategies