



## COURSE STRUCTURE FACT SHEET

## WHAT IS AN FDRP

The qualification reflects the role of family dispute resolution practitioners (FDRP) who provide services and interventions for families experiencing high levels of relationship conflict where clients may be involved in the family law system. They may work as independent practitioners or in larger agencies, including government funded bodies.

## ENTRY REQUIREMENTS

Entry to this qualification is only open to individuals who:

- Hold an undergraduate degree or higher qualification in Psychology, Social Work, Law, Conflict Management, Dispute Resolution, Family Law Mediation or equivalent; or
- Hold accreditation under the National Mediator Accreditation System (NMAS); or
- Hold the Mediation skill set from the Community Services Training Package (CHC); or
- Can provide documented evidence of previous 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.

## OUR OFFERING

Jigsaw have 3 types of study streams for this course as follows:

- Entry level practitioner
- Industry Professional practitioner (who hold appropriate qualifications) – obtains a Statement of Attainment upon completion of the six compulsory units.
- Industry Professional practitioner (who hold appropriate qualifications)– obtains the full qualification upon completion of the CHC81115 Graduate Diploma in Family Dispute Resolution.

### Entry level practitioner

To apply for entry into this qualification, students must first complete CHCSS00110 Mediation Skill Set which is comprised of three units of competency. Upon successful completion of the mediation skill set, students can then commence the Graduate Diploma of Family Dispute Resolution qualification.

Further information about the Mediation Skill Set is included in this booklet.

There is 10 units of competency which you need to be deemed competent in to achieve a full qualification of CHC81115 Graduate Diploma of Family Dispute Resolution. These are made up of six core and four elective units as follows:

Stage	Code	Unit name	Core or Elective	Approx. hours
1	CHCFAM007	Assist clients to develop parenting arrangements	Elective	115
	CHCDFV012	Make safety plans with people who have been subjected to domestic and family violence	Elective	115
	CHCFAM008	Work within a child inclusive framework	Elective	115
2	CHCFAM001	Operate in a family law environment	Core	115
	CHCFAM002	Work with a child-focused approach	Core	115
	CHCDFV008	Manage responses to domestic and family violence in family work	Core	115
3	CHCDSP001	Facilitate dispute resolution in the family law context	Core	131
	CHCDSP002	Adhere to ethical standards in family dispute resolution	Core	131
	CHCDSP003	Support the safety of vulnerable parties in family dispute resolution	Core	131
	CHCPRP007	Work within a clinical supervision framework	Elective	115

## Industry Professional practitioner (Statement of Attainment upon completion)

If you wish to apply to become an accredited as a Family Dispute Resolution practitioner and you already hold “appropriate qualifications” you are not required to complete the full qualification to obtain accreditation.

- You will only be required to complete the six core units from the Graduate Diploma of Family Dispute Resolution qualification (or the higher education provider equivalent) or
- have accreditation under the National Mediation Accreditation System and complete the six core units from the Graduate Diploma of Family Dispute Resolution (or the higher education provider equivalent).

Please note if you complete the 6 core units you will not receive the qualification. Instead on successful completion of your studies you will be issued a Statement of Attainment. This will meet the educational requirements to apply to the Attorney Generals office for registration as an FDRP.

Unit code	Unit Name	Core or Elective	Approx hours
CHCFAM001	Operate in a family law environment	Core	115
CHCFAM002	Work with a child-focused approach	Core	115
CHCDFV008	Manage responses to domestic and family violence in family work	Core	115
CHCDSP001	Facilitate dispute resolution in the family law context	Core	131
CHCDSP002	Adhere to ethical standards in family dispute resolution	Core	131
CHCDSP003	Support the safety of vulnerable parties in family dispute resolution	Core	131

### Industry Professional practitioner: - (Full qualification upon completion)

If you wish to apply to become an accredited as a Family Dispute Resolution practitioner and you already hold “appropriate qualifications” you only need to do the 6 core units. However if you wish to obtain the formal qualification CHC8115 Graduate Diploma in Family Dispute Resolution you will need to undertake the studies in all 10 units as per the training package requirements.

Stage	Code	Unit name	Core or Elective	Approx. hours
1	CHCFAM007	Assist clients to develop parenting arrangements	Elective	115
	CHCDFV012	Make safety plans with people who have been subjected to domestic and family violence	Elective	115
	CHCFAM008	Work within a child inclusive framework	Elective	115
2	CHCFAM001	Operate in a family law environment	Core	115
	CHCFAM002	Work with a child-focused approach	Core	115
	CHCDFV008	Manage responses to domestic and family violence in family work	Core	115
3	CHCDSP001	Facilitate dispute resolution in the family law context	Core	131
	CHCDSP002	Adhere to ethical standards in family dispute resolution	Core	131
	CHCDSP003	Support the safety of vulnerable parties in family dispute resolution	Core	131
	CHCPRP007	Work within a clinical supervision framework	Elective	115

## MEDIATION SKILL SET

If you wish to undertake this course and not hold any of the alternate entry requirements, you can complete the online Mediation Skill set and then undertake the full qualification. The mediation skill set contains the following units and will take approximately three months to complete.

This skill set has been endorsed by industry as suitable for individuals who:

- hold a qualification at Certificate III level or higher in a community services related discipline or
- have skills equivalent to the qualification requirement validated through a recognition of prior learning process.

Code	Unit name
CHCMED001	Prepare for mediation
CHCMED002	Facilitate mediation
CHCMED003	Consolidate and conclude mediation

## WHAT IS AN APPROPRIATE QUALIFICATION

Under the AGO's regulation this 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 or
- A vocational or graduate diploma in a field or discipline that is relevant of FDR Services

## CAN MY PAST QUALIFICATIONS BE FROM AN OVERSEAS INSTIUTION

Yes they can be from Australia or an overseas provider subject to them being verified as being equivalent to an Australian qualification and we are able to verify its authenticity.

## IF I AM A PRACTICING LAWYER WHAT DO I NEED TO DO

If you hold a current practicing certificate you need to

- a) Send us a copy of your formal qualifications ( your degree)
- b) Copy of your practicing certificate
- c) Admittance documents to any Australian supreme or higher court
- d) Complete the 6 core units from the CHC81115 Graduate Diploma of Family Dispute Resolution qualification

*Not every law degree is "accepted" we need to identify that your previous studies cover the area of family law.*

## COURSE DURATION

The completion times will vary subject to a number of factors

- a) What stream you are doing ( entry level / industry practitioner)
- b) the effort you make
- c) the time you allocate to the learning
- d) previous learning experiences

On average we expect entry level students will complete the qualification between six to eighteen months. The qualification has nominal hours of 645. Our qualification has been clustered to avoid duplication which will reduce this time period noted above.

If you are an existing industry professional practitioner we anticipate that you could complete this in a shorter time period. Factors you need to consider is you are working, your work placement hours and any other pre existing commitments that you may have at the time of commencing your studies.

This qualification is at a level 8 AQF qualification. At this level you will have advanced theoretical and technical knowledge in one or more disciplines or areas of practice Students completing this level qualification will have advanced cognitive, technical and communication skills to select and apply methods and technologies to:

- analyse critically, evaluate and transform information to complete a range of activities
- analyse, generate and transmit solutions to complex problems
- transmit knowledge, skills and ideas to others

Students at this level will apply knowledge and skills to demonstrate autonomy, well-developed judgement, adaptability and responsibility as a practitioner.

During your studies you will be allocated an assessor who will assist and support you. They will give you constructive responsive feedback during your studies to assist you during your studies.

## MAXIMUM TIMEFRAME

The maximum timeframe for this qualification is 2 years. Should you need longer there are associated fees that you need to be aware of. Please refer to our student handbook for further information.

## THEORY COMPONENT

We have our own inhouse learning management system that has been developed and customised to the needs of our students. All student assessments are completed and stored through our online learning platform "Moodle"

During your studies students will participate in a wide range of assessment methods that include:

- Short answers
- Case studies
- Role plays
- Reflection

## SKILL DEVELOPMENT

Students will learn and develop skills during their studies by participating in

- Role plays
- Reading case studies
- Attending Zoom sessions
- Engaging and interacting with our trainers
- 50 hours of workplacement

## WORK PLACEMENT:

Workplacement is an essential and fundamental requirement of this qualification. You will not complete this qualification until you have completed 50 hours of work placement. It is expected that you will work with 5 families to cover the below scenarios across the 50 hours.

- parenting,
- property
- family violence matters.

## STUDENT SUPPORT / ADDITIONAL NEEDS

During your studies you can reach out via email, phone and email to your assessor for clarification and support during your studies at any time.

All students are required to complete a LLN indicator prior to enrolment and this will be emailed to you.

If you believe you will require additional assistance or reasonable adjustment during your course, please let us know prior to enrolment so we can set up structures to accommodate your needs.

## RESOURCE REQUIREMENTS

Students will require access to a good internet connection and phone connection in order to undertake their studies.

## EXPECTATIONS

To complete the qualification the student is expected to:

- Stay engaged in their training and assessment
- Complete all assessments outlined in your learning plan in the nominated timeframe
- Attend all zoom sessions
- Complete all the role plays
- Complete the 50 hours workplacement or pre recorded video simulations covering all the required topics and the qty of sessions required
- If assessments are not submitted by the nominated timeframes in your learning plan your assessor will mark you "withdrawn"
- Not completing by the timeframe may incur additional fees and charges as per our student handbook
- If you require an extension of time to complete this qualification please contact the college to discuss your options.

## WHAT IS COVERED IN YOUR COURSE FEES

- Access to the student portal
- All the learning and assessment resources
- Student support via phone and email
- Reviewing and marking each assessment submitted
- Issuing you your qualification / statement of attainment

## USI

A USI is a “unique student identifier” if you are studying a nationally recognised course or qualification it is mandatory that each student applies for one. This will mean at any time you will have access to your results.

A valid USI is a mandatory requirement of your enrolment.

## STEPS TO ENROL

To enrol into this qualification is very simple

- Step 1: Speak with our Skills Consultants and read all of the pre-enrolment information provided to you including this document and our Student Handbook.
- Step 2: Complete the online enrolment form / undertake your LLN test
- Step 3: Complete the FDR student questionnaire
- Step 4: You are then contacted by an assessor to discuss your upcoming studies
- Step 5: Make your initial payment / set up a payment plan
- Step 6: Receive your training plan and commence your studies

## STEPS TO COMPLETE YOUR STUDIES

Completing your studies is a straight forward process

- Step 1: Phone interview with your trainer / assessor to discuss your training plan
- Step 2: Read through the learning resources
- Step 3: Complete your theory assessments & role plays
- Step 4: Your assessor will then mark your assessments and give you feedback
- Step 5: Undertake your 50 hours of work placement & submit your workplacement log
- Step 6: Graduate from your qualification

For more information please contact the trainers and assessors

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