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## **CERTIFICATE IV GOVERNMENT (INVESTIGATION)**

### **TRAINING OVERVIEW**

**PSP41504**



# CERTIFICATE IV GOVERNMENT (INVESTIGATION)

## TRAINING OVERVIEW

PSP41504

### Introduction

The **Australian Institute of Private Detectives** is the leading representative body for Private/Commercial Investigators in Australia and is a proactive organisation working for the benefit of its members, their clients (Government and Corporates), as well as the general public.

In 2005 the AIPD introduced the *National Code of Practice for Investigators & Mercantile Agents in Australia* (see [www.aipd.com.au](http://www.aipd.com.au)) and are consistently addressing the ongoing professional development of commercial investigation practitioners through consultation with stakeholders and related industries such as the safety, security, fire protection industries.

The AIPD, since 2004 has carefully selected the most reputable Registered Training Organisations (RTO's) with peak performing professional histories in specialist portfolios of training in order to provide members access to a cost effective but professional level of training development.

Our selected RTO for Commercial and Government Investigation related courses is **Diverse Training Concepts**, a highly reputable RTO who specialises in investigation/fraud control, safety/risk management and security training. DTC is a preferred supplier to Government in Australia. The AIPD, through its strategic alliance and formal licensing arrangements with DTC are able to offer members and industry, training from the Public Service PSP04 and the Asset Security CPP07 Training Packages. These packages are Nationally Accredited Training Certified by the Vocational Education Training & Assessment Scheme in Australia often known as the Australian Quality Training Framework (AQTF).

### **Specialist Qualification**

This specialist qualification covers the competencies required by those responsible for statutory investigation under a range of the following;

- ✓ Legislation
- ✓ Regulations
- ✓ Mandated government organisational policy and instructions

### **Entry Requirements**

There are no pre requirements to enrol for this training. Candidates must possess basic reading and writing skills sufficient to read and complete clear simple statements and reports.

### **Training & Employment Pathways**

Provide knowledge and skills required to become a professional Investigator to work in Government Departments / Agencies and private enterprise. Candidates can then go on to gain a Diploma of Government Investigations / Advanced Diploma of Government Management - Investigations Management Stream. **Note:** Consult with RTO for more details on training.

**Certification**

Successful candidates receive a FULL QUALIFICATION in Certificate IV in Government (Investigation). This Qualification is Nationally recognised and transportable between Australian States.

**State Licencing Body**

**Licence** - Persons must be over 18 years to apply for their licence and this process varies from state to state.

**Materials supplied to candidate**

Candidates receive material to assist with their training eg. Candidate Manual & Question Book, Competency checklist, Role plays & scenarios, Case Studies plus more.

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**Content - 15 Units in total required consisting of 10 Core Units plus 5 Electives to achieve Full Qualification**

**Units of Competency**

These units are common to Certificate IV Government (Fraud Control).

## CERTIFICATE IV GOVERNMENT (INVESTIGATION)

### PSP41504

#### 10 Required Units

PSPETHC401A	Uphold and support the values & principles of public service	✓
PSPGOV412A	Use advanced workplace communication strategies	✓
PSPLEGN401A	Encourage compliance with legislation in the public sector	✓

#### Specialised required units

PSPREG401C	Exercise regulatory powers	
PSPREG404C	Investigate non-compliance	✓
PSPREG407B	Produce formal record of interview	
PSPREG411A	Gather information through interviews	✓
PSPREG412A	Gather and manage evidence	✓
PSPREG418A	Advise on progress of investigation	
PSPREG419A	Finalise and report on investigation	

#### 5 Electives

PSPOHS301A	Contribute to workplace safety	✓
PSPREG409B	Prepare a brief of evidence	
PSPREG410B	Give evidence	
PSPREG415A	Receive and validate data	✓
PSPREG416A	Conduct data analysis	✓

These electives reflect the responsibilities of the individual and the job skills required for effective performance and are assessed in conjunction with the following units from PRS30303 Certificate III Investigative Services. / or CPP30607

PR SIS301A	Determine method of investigation
PR SIS306A	Gather information by factual investigation
PR SIS307A	Conduct interviews and take statements
PR SSO311A	Prepare and present evidence in court

**Note:**

**The Certificate IV in Government – Investigations PRS41504** and **Certificate IV in Government - Fraud Control PRS40604** are the gazetted educational qualification requirements of the Federal Government under the Commonwealth Investigation & Fraud Control Guidelines and Public Service Training guidelines PSP04 Package to be met by ALL persons who are involved in any investigation process and/or fraud monitoring, management and prevention processes. This includes, fraud managers, internal investigators, section heads, field agents, investigation officers who vet investigation related reports, and so on. These two courses replace the single previous course Certificate IV in Government - Fraud Control (Investigations) PRS40499. See also National Code of Practice for Investigators in Australia at [www.aipd.com.au](http://www.aipd.com.au)

To register your interest in this course please download & complete the [Online Registration Form](#) at [www.aipd.com.au](http://www.aipd.com.au)

Note: AIPD Courses offered under license

## AIPD

All States please call :

John Bracey - President on **(02) 9975-6430** or Alan Crothers – Director Training /OH&S on **0408 271 934**

**For Further information**