

QUALIFICATION DETAILS

Qualification Title		New Zealand Diploma in Funeral Directing (Level 5)	
Version	1	Qualification type	Diploma
Level	5	Credits	120
NZSCED	110399		
Strategic purpose statement	<p>The purpose of this qualification is:</p> <ul style="list-style-type: none"> to maintain professional standards for the funeral services sector by identifying those individuals who have attained sufficient knowledge, practical skills and attitudes to provide funeral directing services to provide competent funeral directors to members of the public requiring this service and enable the public to have access to professional and safe funeral directing services to provide for those individuals who are employed in the funeral directing sector of the funeral services industry, a credential that will support their employment opportunities to provide professional, competent funeral directors who are able to exercise responsibility under broad guidance. 		
Outcome Statement	Graduate profile	<p>Graduates of this qualification will be able to:</p> <ul style="list-style-type: none"> conduct themselves in a professional manner applying the code of conduct to funeral directing services (10 credits) apply appropriate communication skills when working with bereaved families and whanau (10 credits) communicate with colleagues throughout the process of providing funeral directing services (10 credits) integrate the history and philosophy of funeral directing into processes (10 credits) identify bereaved families' needs, wishes and cultural expectations for funeral activities (20 credits) coordinate funeral activities within the legal and ethical requirements of funeral directing (40 credits) prepare caskets for viewing, burial or cremation (10 credits) work safely, managing the health and safety of themselves, others and the environment within the funeral directing sector (10 credits). 	
	Education pathway	<p>This qualification is a standalone qualification and is the only qualification industry supports for people working in the funeral directing sector. It is recommended that candidates hold NCEA Level 2 or the equivalent knowledge and skills prior to enrolling in a programme for this qualification. Candidates wishing to manage their own funeral directing business could complete a New Zealand Diploma in Business.</p>	
	Employment pathway	<p>People entering this qualification will already be employed in the funeral directing sector. They will work in funeral homes. This qualification will confirm capability and enable people to manage a funeral home with additional skills in business management.</p>	
Qualification Developer		Funeral Service Training Trust of New Zealand	

Qualification Specification

Qualification award	<p>This qualification will be awarded by the organisation with whom the trainees are enrolled.</p> <p>The formal document certifying the award of this qualification bears the FSTT and NZQF logos, the name and logo of the Tertiary Education Organisation offering the programme of training leading to award of the qualification, the full qualification title and NZQA reference number, and the date of award of the qualification.</p>
Review period	<p>March 2018</p>
Arrangements for managing consistency	<p>To ensure that candidates meet a consistent standard nationally, FSTT will work with programme developers to match programme outcomes to qualification outcomes prior to delivery of a programme being undertaken.</p> <p>To ensure that candidates who achieve the qualification can provide a professional and safe service to the public an end-point assessment will be required which provides a general measure of the candidate having met the overall graduate outcomes. The end-point assessment will be comprised of an integrated assessment, made up of both theory and practical observation requirements, that focus on key graduate outcomes to ensure candidates awarded the qualification can meet the performance required by industry to be a competent Funeral Director. The end-point assessment will be managed and assessed by the accredited provider.</p> <p>The application of the consistency requirements will be monitored by a panel made up of a qualification developer representative, an industry representative and an ITP representative. The panel will have in place agreed rules of operation and will maintain records of meetings, discussions and decisions. A summary report will be provided to each programme developer subsequent to the meeting outlining any findings and recommendations.</p>
Credit transfer and recognition of prior learning arrangements	<p>RPL and credit transfer will be consistent with the policies of the approved programme developer. Any candidate for this qualification who seeks RPL for the entire qualification will be required to provide a summary of their experience in the industry and complete the end-point assessment to prove current competency.</p>
Minimum standard of achievement and standards for grade endorsements (where applicable)	<p>Achieved</p>
Prerequisites to meet regulatory body or legislative requirements (where applicable)	<p>N/A</p>
Other conditions for qualification	<p>Generally all evidence presented will have been gained within the last five years, although evidence of significance beyond that timeframe may also be considered valuable.</p>

Conditions relating to specific outcomes

Qualification Outcomes (including indicative credit values for each outcome)	Conditions	Mandatory or Optional
Conduct themselves in a professional manner applying the code of conduct to funeral directing services (10 credits)		
Apply appropriate communication skills when working with bereaved families and whanau (10 credits)		
Communicate with colleagues throughout the process of providing funeral directing services (10 credits)		
Integrate the history and philosophy of funeral directing into processes (10 credits)	Recommended unit standard: <i>8340 Demonstrate knowledge of the history and philosophy of funeral directing</i>	Optional
Identify bereaved families' needs, wishes and cultural expectations for funeral activities (20 credits)	Recommended unit standard: <i>8347 Communicate with and provide support information to bereaved families and relatives</i>	Optional
Coordinate funeral activities within the legal and ethical requirements of funeral directing (40 credits)	Recommended unit standards: <i>8341 Demonstrate knowledge of the law and its application to funeral directing</i> <i>8342 Plan a funeral</i> <i>8343 Organise a funeral</i> <i>8344 Direct a funeral</i> <i>8345 Implement post-funeral activities</i>	Optional
Prepare caskets for viewing or burial or cremation (10 credits)	Recommended unit standard: <i>8348 Prepare caskets for viewing or burial or cremation</i>	Optional
Manage the health and safety of themselves, others and the environment (10	Recommended unit standard:	Optional

credits)	8351 <i>Apply health and safety practices to working in a mortuary</i>	
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Transition information

Replacement information	This qualification replaced the National Diploma in Funeral Directing [Ref: 1330].
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The last date for entry into the National Diploma in Funeral Directing is 31 December 2013. The last date for award of the National Diploma in Funeral Directing is 31 December 2014. It is recommended that candidates currently enrolled in the National Diploma in Funeral Directing who will be unable to complete the qualification by the 31 December 2014 transfer to the New Zealand Diploma in Funeral Directing (Level 5).