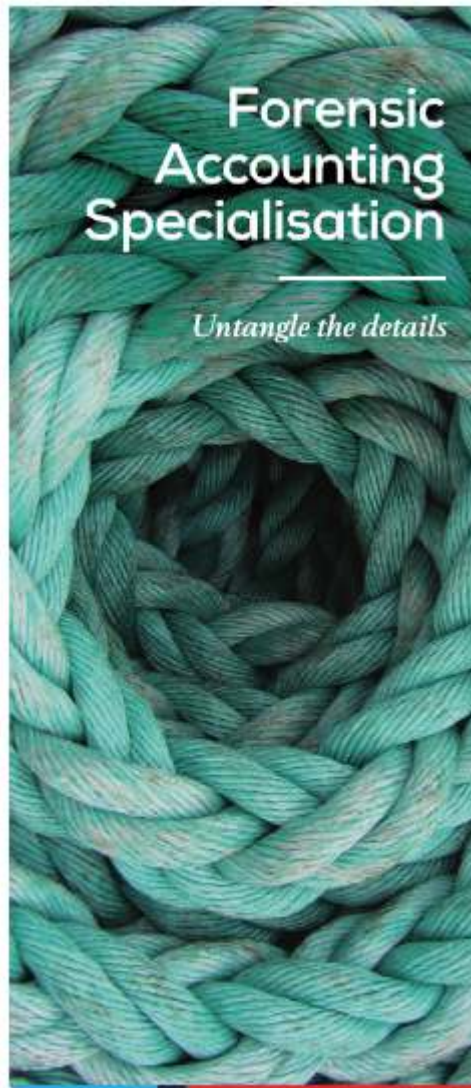


Risk Specialisation



Course Framework

Course overview

Course description

The Forensic Accounting Specialisation Course, which is facilitated by Macquarie University, aims to cover the appropriate approaches spanning across wide-ranging forensic accounting engagements.

The legal environment is intrinsic to much of all forensic work provided by CA members. Thus, there are two specific modules dedicated to address this, which provides a dive into understanding the forensic process in formal litigation and other alternative dispute forums.

The legal systems in both Australia and New Zealand are covered in customised modules so that members cover relevant areas of study. This is the initial focus of the course to lay the foundation.

From a practical perspective the course explores two main streams of forensic accounting work being investigative engagements and loss and damage engagements.

Throughout the investigative module the focus remains on the evidence, ensuring that process and standards are followed. The loss and damage module then covers damages principles and quantification which may lead to a court appearance as an expert witness to give expert evidence.

Finally, the course delves into the protocols of court appearance commencing with the preparation for court and leading to court appointed roles.

The course considers the role of the forensic accountant from the start to end of the process and the knowledge, ethical and behavioural standards which are expected. Throughout the course, these standards remain at the forefront as key elements, which impact the approach and outcomes of the forensic accounting work.

Course Modules

This course comprises 4 modules including:

- 1 Forensic accounting and the legal system
- 2 Investigation engagements
- 3 Loss and damage and other dispute engagements
- 4 Forensic accountants and the court

Prerequisites

CA ANZ CR6D regulation requirements associated with Forensic Accounting Specialisation.

Duration

8-week study period including assessment

Mode of delivery

Access to the online modules is via the Macquarie University portal. Key information which supports the central concepts of each module will be provided through links.

Assumed knowledge

In line with CR6D, it is assumed that candidates have considerable experience in the forensic accounting space and therefore a reasonable level of understanding of the principles underpinning the 4 modules in this course. Candidates should ensure that additional revision is undertaken in any areas in which they have a knowledge gap.

Course material

- Course material will include a range of presentation methods including text, video and exercises.
- Case studies will be used to support the application of knowledge and skills to contextualise problems and issues.

Course workload

Directed CPD hours (includes all formal learning activities which are facilitated)	8 weeks – 2 hours/week
Non directed CPD hours (includes all informal learning activities which are self-directed)	8 weeks – 1 hour/week
Study and Assessment CPD hours (includes personal study, assessment preparation and	6 hours
Total CPD hours	30 hours

Course assessment

There are two assessment options from which you can choose to successfully complete this course. These include:

- an 2 hour exam ; **OR**
- a portfolio interview assessment which requires the submission of professional documentation which aligns with identified criteria followed by a 1.5 hour interview.

If this is achieved, then CA ANZ members are able to apply for CA Risk Specialisation.

Course facilitator

Macquarie University will appoint a suitably experienced facilitator to coordinate the online course and related discussions.

Specialisation Program contact details

Phone: 1300 137 322 (within Australia),
+61 2 9290 5660 (outside of Australia)

Email: specialisation@charteredaccountantsanz.com

Module Framework

Module Overview

Module 1 – Forensic Accounting and the Legal System

The foundation of all forensic accounting work is an understanding of the legal system in which one operates. This includes domestic and international legal frameworks. This knowledge enables a forensic accountant to undertake their work in a professional and informed manner and to communicate effectively and confidently with their legal colleagues to achieve the best outcome.

Areas of focus	Learning Outcomes (LO)	Capabilities
Overview of the [Australian and New Zealand] legal systems	a. Describe the structure and key characteristics of the [Australian/New Zealand] legal systems	i. Communicate effectively with legal colleagues taking into consideration the relevant legal systems
Dispute resolution methods	b. Differentiate between litigation and common methods of alternative dispute resolution methods	ii. Assist in delivering the strategic solution within the framework of the dispute resolution method
Legal procedure	c. Identify key steps and concepts involved in civil, criminal and administrative procedure	iii. Ensure that civil, criminal and administrative procedures are implemented and complied with as appropriate
Law of evidence	d. Explain aspects of the law of evidence relevant to forensic accounting engagements	iv. Present admissible evidence to the courts and tribunals as a part of the expert evidence
Legal, ethical and professional obligations	e. Apply legal, ethical and professional obligations relevant to Chartered Accountants performing forensic accounting engagements	v. Maintain an acute awareness of personal integrity and the underpinning values, beliefs, motivations and attitudes guiding
		vi. Act with integrity and proactively resolve dilemmas or issues that may threaten ethical behaviour
		vii. Recognise and manage potential breaches of confidentiality, privacy or conflicts of interest

Module Overview

Module 2 – Investigation Engagements

Professional investigations plan, assess, obtain and handle evidence based on engagement requirements, legal obligations, policies and procedures and accounting standards. They are progressed methodically and ethically and managed as a case in conjunction with a number of stakeholders. After the collection of the evidence, the storage and analysis of the information is critical to maintain confidentiality and identify substantiated finding to be included in the report. These reports may be in a variety of forms including written and verbal in the form of a testimony in court. In this instance, knowledge of court etiquette is essential.

Areas of focus	Learning Outcomes (LO)	Capabilities
Planning and managing an investigation	a Prepare an investigation plan	i. Apply investigation process in line with accounting standards and legal obligations
Obtaining and handling evidence	b Discuss issues relevant to properly obtaining and handling evidence.	ii. Seek input from others and not avoiding hard conversations
		iii. Organise the collection and analysis of relevant information and data
		iv. Gather, organise and evaluate qualitative and quantitative data from multiple sources to inform decision making
		v. Investigate, interpret and construct complex financial data models
		vi. Assure data and information is managed in a secure and compliant manner
Analysis of evidence	c Analyse a variety of potential evidence sources and assess relevance	vii. Evaluate the quality of data and how well it supports analysis and decision making
		viii. Promote the use of data to analysis and inform evidence-based decisions
		ix. Review complex information or data to produce critical insights
		x. Use a range of appropriate techniques to collate and compare information from multiple sources to assess alternative solutions against decision criteria
Reporting and closure	d. Appraise investigation reports and issues related to their preparation and use	xi. Analyse results to derive insights and recommendations
		xii. Establish reporting processes to communicate results for internal and external stakeholders
		xiii. Gather, organise and evaluate qualitative and quantitative data from multiple sources to inform decision making
		xiv. Promote the use of data to analysis and inform evidence-based decisions

Module Overview

Module 3 – Loss and Damage

The focus on loss and damages relates to a number of situations including breach of contract, tort and various statutes. The engagements which result from this span from a wide variety of cause of actions giving rise to a claim for loss. These engagements can also result in an expert witness activity which itself requires knowledge of the court practice.

Areas of focus	Learning Outcomes (LO)	Capabilities
Damages principles	a. Outline legal principles relevant to the quantification of damages	i. Apply the appropriate loss approach based on established compensatory principles
Damages quantification	b. Apply techniques commonly used in the quantification of damages	ii. Apply damage quantification methods which are likely to be accepted by decision makers.
Other financial remedies	c. Differentiate between damages and other financial remedies	iv. Align the total sum of money claimed and the expert's role in giving opinion evidence relating to matters of quantum.
	d Explain considerations related to the specialised areas of insurance and family law disputes	v. Identify and evaluate considerations related to insurance and family law disputes
Reporting	e. Appraise expert reports and issues related to their preparation and use	vi. Analyse results to derive insights and recommendations
		vii. Establish reporting processes to communicate results for internal and external stakeholders
		viii. Gather, organise and evaluate qualitative and quantitative data from multiple sources to inform decision making
		ix. Analyse the financial data and other evidence-to support opinions which need to be admissible in court.

Module Overview

Module 4 – Forensic Accounting and the Court

The courts are a key component in the ultimate decision-making process for much of the forensic accounting work. Forensic accountants need to ensure that they are prepared when working in this environment by being familiar with the high expectations imposed on those that engage with the legal practitioners, particularly the judge. So behaviour, communication, evidence both written and verbal as well as etiquette are all elements of which to take note.

Areas of focus	Learning Outcomes (LO)	Capabilities
Preparation for court	a. Explain the role of the forensic accountant in the courtroom or tribunal.	i. Prepare processes to ensure readiness for court attendance and submission of documents
Courtroom etiquette	b. Evaluate traditional and modern procedures for adducing evidence in court or other forum	ii. Develop procedures for presenting evidence to court
Procedure for adducing evidence	c. Demonstrate an awareness of courtroom etiquette and factors relevant to effective courtroom communication	iii. Display appropriate behaviour and communication skills related to the presentation of evidence in court
		iv. Present sound logic, data and reasons to support all expert opinions.
Communication and demeanour	d. Demonstrate an understanding of the special nature of quasi-judicial roles such as Special Referees, Court-appointed experts and expert determinations	v. Develop policies and procedures related to each of the quasi-judicial roles
		vi. Present relevant, succinct information as it related to a particular quasi-judicial role

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