

## **Rationale for the development of the Professional Development Award in Criminal Law**

This award has been designed to fill the void in qualifications for paralegals already employed in criminal law and also for criminal law paralegals who wish to undertake CPD. It is also designed as a qualification for anyone entering the role of a paralegal in criminal law.

The aim of this award is to develop the competencies required by employers to allow individuals to undertake specialist paralegal support roles within the legal profession, or in a legal context within a variety of businesses, public sector or financial organisations.

Achievement of this particular award, will give an individual the competences to carry out the role of a Criminal law paralegal within a legal environment and allow registration with the Law Society of Scotland.

The structure of the PDA in Criminal Law consists of the following units:

### **F1B1 35 - Legal Research Techniques**

This Unit is designed to provide candidates with the specialist research skills required to locate and retrieve legal information from the main sources of law through effective research, analyse the information retrieved and to explain the purpose of effective legal research.

### **F1A3 34 - Legal Secretarial Practice**

This Unit is designed to provide candidates with an understanding of the role and function of a legal secretary and/or a paralegal in Scotland, to equip them with the knowledge to explain the laws of confidentiality applicable in a legal environment, and equip the candidate with the skills to prepare legal documentation.

### **F50D 35 - Legal and Ethical Issues**

This Unit is designed to provide candidates with an understanding of the sources, composition and procedures involved in the Scottish Legal System. It also provides an understanding of the role of the Law Society and of the money laundering regulations.

### **F1B4 34 - Scottish Criminal Law**

This Unit is designed to introduce candidates to the main principles of criminal liability in Scotland and also to provide a basic knowledge of specific areas of Scottish Criminal Law.

### **F1A6 34 - Scottish Criminal Procedure**

On completion of this Unit, candidates should have gained a practical insight into Scottish Criminal Procedure in relation to both summary and solemn proceedings and the preparation of relevant documents.