

Legal Ethics and Responsibilities for Paralegals

The role of a Paralegal is one which requires specific legal knowledge and understanding to carry out the tasks required. With this role comes a level of responsibility and trust that is of paramount importance.

This course will help you learn the responsibilities in relation to client care for a Paralegal. You'll learn the methods of appropriate professional conduct, client communications and how to conduct a client interview.

As with all our training the course is flexible to help maximise your learning experience. You choose where and when you want to study; it all runs at your own pace.

Once you've completed the course you'll receive a Pitman Training certificate and from there, if required, you can go on and arrange to take the relevant NALP (National Association of Licensed Paralegals) examination to obtain a Level 3 Qualification in Paralegal Practice.

For more details about this, or any of our Paralegal Training courses, get in touch with one of our Course Advisors today.

Designed for

If you're looking to start a career as a Paralegal or Legal Assistant, our range of Paralegal training courses will help put you in the perfect position to gain the necessary skills.

This course has no pre-requisites required before starting the course and it is suitable for beginners to the Paralegal role.

Objectives

This course is for anyone starting out in their Paralegal career who wants to learn the Legal Ethics and Responsibilities associated with the role of a Paralegal or Legal Assistant.

At the end of the course, you'll be in a great position to go on and obtain a Level 3 Certificate or Award in Paralegal Practice from NALP (The National Association of Licensed Paralegals) if desired.

Course Content

There are four sections within this course:

Section 1: The Responsibilities Paralegals have to Clients

Section 2: Conducting a Client Interview

Section 3: Client Communications

Section 4: The Professional & Ethical Partnership with Third Parties

Benefits

- The flexibility and value of a self-study course designed to enable you to work at your own pace
- The opportunity to gain the widely recognised Pitman Training Certificate

Please note that membership and exam fees will need to be paid for separately.

Course duration:

68 hours



Make sure this course is right for you - have a friendly chat with a Course Adviser, arrange to drop in to have a FREE taster or book a place...

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- ▶ Microsoft Skills ▶ MOS & ECDL ▶ Sage ▶ IT Professional ▶ Keyboard Skills ▶ Management Skills
▶ Secretarial & PA ▶ Administration ▶ Personal Development ▶ Shorthand ▶ Bookkeeping & Accounts