Financial planning practice

Purpose
This unit enables candidates to demonstrate their expertise in the application of the financial planning process through combining and applying learning content from all the other units in the CII RQF level 4 Diploma in Regulated Financial Planning:

- Financial services, regulation and ethics;
- Investment principles and risk;
- Personal taxation;
- Pensions and retirement planning;
- Financial protection.

Summary of learning outcomes

1. Obtain appropriate client information and understand clients' needs, wants, values and risk profile essential to the financial planning process;
2. Synthesise the range of client information, subjective factors and indicators to provide the basis for financial planning assumptions and decisions;
3. Analyse a client's situation and the advantages and disadvantages of the appropriate options;
4. Formulate suitable financial plans for action and explain and justify recommendations;
5. Implement, review and maintain financial plans to achieve the clients' objectives and adapt to changes in circumstances.

Important notes

- Method of assessment: Two case studies with short answer questions. Three hours are allowed for this paper.
- For the exam sessions October 2019 through to July 2020, candidates will be examined on the basis of English law and practice in the tax year 2019/2020 unless otherwise stated.
- Candidates should refer to the CII website for the latest information on changes to law and practice and when they will be examined:
  1. Visit www.cii.co.uk/qualifications
  2. Select the appropriate qualification
  3. Select your unit on the right hand side of the page
1. Obtain appropriate client information and understand clients' needs, wants, values and risk profile essential to the financial planning process
   1.1 Establish and explain the client/adviser relationship;
   1.2 Establish clients' aims and objectives, their needs and wants, values and priorities;
   1.3 Explain the different types of financial risk, and how the different types of risk apply to clients;
   1.4 Establish the client's risk profile and explain what this means in terms the client will understand.

2. Synthesise the range of client information, subjective factors and indicators to provide the basis for financial planning assumptions and decisions
   2.1 Recognise any potential inconsistencies in client information, subjective factors or indicators;
   2.2 Identify where additional information is required and ask appropriate questions.

3. Analyse a client's situation and the advantages and disadvantages of appropriate options
   3.1 Analyse a client's situation using relevant financial information;
   3.2 Identify gaps in a client's current financial provision and identify how the client's financial provision could be improved;
   3.3 Examine the options available and their respective advantages and disadvantages.

4. Formulate suitable financial plans for action and explain and justify recommendations
   4.1 Formulate a suitable financial plan and make recommendations;
   4.2 Explain and justify your recommendations;
   4.3 Explain any risks or limitations in the plan.

5. Implement, review and maintain financial plans to achieve the clients' objectives and adapt to changes in circumstances
   5.1 Explain how the plan is to be implemented;
   5.2 Conduct reviews at appropriate times using appropriate benchmarks and adapting to changes in circumstances.

Syllabus construction
Please note that the syllabus consists of learning outcomes and assessment criteria. For a comprehensive listing of content, please refer to the indicative content located at www.fca.org.uk/firms/training-competence/examination-standards.

Reading list
The following list provides details of further reading which may assist you with your studies.

Note: The examination will test the syllabus alone.

The reading list is provided for guidance only and is not in itself the subject of the examination.

The resources listed here will help you keep up-to-date with developments and provide a wider coverage of syllabus topics.

CII/PFS members can access most of the additional study materials below via the Knowledge Services webpage at https://www.cii.co.uk/knowledge-services/.

New resources are added frequently - for information about obtaining a copy of an article or book chapter, book loans, or help finding resources, please go to https://www.cii.co.uk/knowledge-services/ or email knowledge@cii.co.uk.

CII study texts
Financial services, regulation and ethics. London: CII. Study text R01.
Investment principles and risk. London: CII. Study text R02.
Personal taxation. London: CII. Study text R03.

Books

**Ebooks**
The following ebooks are available through Discovery via www.cii.co.uk/discovery (CII/PFS members only):

**Journals and magazines**

Further articles and technical bulletins are available at www.cii.co.uk/knowledge (CII/PFS members only).

**Reference materials**

* Also available as an ebook through Discovery via www.cii.co.uk/discovery (CII/PFS members only).