

# NQ Verification 2015–16 Key Messages Round 2

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## Section 1: Verification group information

Verification group name:	Care
Verification event/visiting information	Event
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### National Units verified:

H21E 74      National 4      Care: Investigating Services Assignment

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## Section 2: Comments on assessment

This report was produced following the second round of verification activity which involved six centres. There was a wide variety of evidence submitted, reflecting the different approaches that centres take to assess their candidates.

### Assessment approaches

Some centres adapted the unit assessment support package appropriately and provided candidates with clear and concise requirements and excellent assessment choices with a variety of case studies. Some centres provided checklists for candidates to help guide them through the assignment. The assessment standards were not always clearly identifiable within the instruments of assessment. If the assessment standards were clarified, it would help candidates and assessors to monitor and judge progress.

Centres did not state that their candidates had adhered to the assessment conditions for assessment standard 1.6, ie 'The review of the skills, knowledge and understanding demonstrated during the assignment should normally be completed in no more than one hour'. It would be useful to have a statement to clarify this to accompany the instrument of assessment.

In summary, if centres adapt the unit assessment support packages they should provide clear and accurate information for their candidates. The assessment

should cover all of the assessment standards and provide candidates with opportunities for personalisation and choice. Information on judging evidence or exemplar answers are a useful tool for ensuring reliability and validity in approach.

## **Judgements**

Some centres provided documentation to show that their candidates were given clear, constructive and positive comments and extensive feedback from their assessor in the form of an assessment comment sheet.

Where candidates submit a verbal response in addition to written evidence, then a record of dialogue or checklist/summary should be provided. Whichever method of assessment is used, centres must ensure that candidates have the opportunity to meet all of the assessment standards and that assessment judgements are in line with the national standard.

In summary, centres should ensure their assessment decisions are accurate and cover all the assessment standards. Feedback sheets which include assessor and internal verifier comments enable the candidate to gain feedback and monitor their progress.

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## **Section 3: General comments**

### **Internal verification**

It is good practice to demonstrate that the internal verification process is thorough. It is useful to see comments made by the internal verifier.

Not all centres provided evidence of internal verification. All centres offering SQA qualifications must have an effective internal quality assurance system in place which ensures that all candidates are assessed accurately, fairly and consistently to national standards. A possible approach to verification is the SQA Verification Toolkit: [www.sqa.org.uk/IVtoolkit](http://www.sqa.org.uk/IVtoolkit).

### **Good practice**

Assessment cover/summary/feedback sheets provide good relevant information to assist when tracking assessment decisions and internal verification processes. These can also contain a signed statement to confirm that the candidate is submitting their own work.

Annotating candidates' work where they meet the assessment standards also facilitates the internal and external verification process.

A more structured assessment can help candidates to achieve the assessment standards and also to evaluate their own learning and progress.

It is important for candidates to have a choice about how they provide evidence. Candidates can select or devise their own case study.