

SCOTTISH QUALIFICATIONS AUTHORITY

ACCREDITATION GUIDANCE NOTE 10

Guidance on the use of non SVQ evidence for the achievement of Assessor and Verifier Units

1 Background

The revised National Occupational Standards for Assessment and Verification were approved by the UK Projects and Standards Approval Group (PSAG) in December 2001. The standards were revised by the Employment National Training Organisation in its capacity as Standards Setting Body for Training and Development. The table below details the titles of the new Units and their predecessor Units.

New Units Titles	Old Units Titles
A1 Assess Candidates Using a Range of Methods	D32 Assess Candidate Performance and D33 Assess Candidate Using Differing Sources of Evidence and aspects of D36 Advise and Support Candidates to Identify Prior Achievement
A2 Assess Candidates Performance through Observation	D32 Assess Candidate Performance
V1 Conduct Internal Quality Assurance of the Assessment Process	D34 Internally Verify the Assessment Process
V2 Conduct External Quality Assurance of the Assessment Process	D35 External Verify the Assessment Process

The original 'D-Units' were designed to support the quality assurance of SVQs. One of the objectives of the review of the 'D-Units' was to consider whether the Units could have a wider applicability within the Education and Training Sector rather than just SVQs. The Employment NTO consulted with a wide range of stakeholders throughout the country and received positive feedback. The revised standards were, therefore, developed in such a way that they would have greater take-up outside the immediate confines of SVQ assessment.

The revised standards adopt a more generic approach to assessment, which must be carried out in the workplace. The following generic principles for assessing qualifications, incorporated within the revised standards, were developed by a SQA/QCA working party. These principles underpin the effective assessment of all qualifications.

Planning

- ◆ Assessors have the necessary understanding of subject matter and assessment requirements and the skills required to make assessments.
- ◆ Assessment plans are proposed and agreed with appropriate parties.
- ◆ Appropriate methods of assessment are selected, where these are not defined by the awarding body.
- ◆ Arrangements are made to provide access and fair assessment.

Implementing

- ◆ Effective use is made of opportunities and methods.
- ◆ Requirements of published specifications are met.
- ◆ Assessment methods are applied rigorously, consistently and fairly.

Deciding

- ◆ Evidence of performance is judged as valid and authentic.
- ◆ Attainment is judged against the prescribed standards in accordance with assessment requirements.

Reviewing

- ◆ Assessment decisions are recorded in accordance with awarding body requirements.
- ◆ Assessment decisions are moderated.
- ◆ The assessment process is evaluated by assessors and awarding bodies to achieve continuous improvement.

2 Use of Non SVQ evidence for the new Assessor and Verifier Units

While the original 'D-Units' were designed to support the quality assurance of SVQs, the standards in themselves did not specifically refer to National Occupational Standards or SVQs but did refer to outcomes and performance criteria. The revised Assessor and Verifier Units were written to have a wider applicability than the 'D-Units' and, as such, avoid references to SVQ terminology. Although the Assessor and Verifier Units are one of the underlying principles for SVQ assessment and verification, they also form part of the Training and Development SVQs. It would seem equally appropriate, therefore, to use other competence based qualifications/standards/courses, for example, HNCs/HNDs, employer competence schemes, to provide evidence of competence against the revised Assessor and Verifier Units.

The main criteria that awarding bodies must use in determining whether the qualification/standard/course is suitable for providing evidence for the new Assessor and Verifier units is whether the candidate will be able to provide valid and sufficient evidence to meet the standards. The standards clearly state the requirements necessary to prove competence and provided these are met, the context in which assessment is being carried out is of secondary importance.

3 Summary

The Assessor and Verifier Units were designed to have a wider applicability within the education and training sector and, as such, the use of evidence from other competence based contexts to prove competence against these Units is acceptable provided that the evidence is valid and sufficient to meet the requirements of the standards. In addition, assessment must be carried out in the workplace.