



Higher National Qualifications

And

Scottish Vocational Qualifications

Senior Verifier Report

2008

Subject: Advice Guidance and Mediation

Sector Panel or SSC:

Date: 06.08.2008

The purpose of this report is to provide feedback to centres on verification which has taken place within Higher National and Scottish Vocational Qualifications in this subject.

HIGHER NATIONAL UNITS

FEEDBACK TO CENTRES

*Insert details relating to specific guidance which should be offered to centres based on the verification of centres.
Include:*

- *General comments*
- *Areas of good practice*
- *Areas for further development*

General comments:

As a team we only verified one centre offering HN units. This centre has recently developed two Professional development Awards one at level 6 and one at level 7. Both in Housing Advice. There is also a specialist optional unit at level 8.

These awards are being very professionally handled and there is great commitment from all concerned.

Advice on good practice and areas for further development:

Training for assessors and verifiers has been appropriate and very thorough.

Communication between assessors and candidates is much in evidence as is communication between assessors and verifiers.

Candidates are compiling electronic portfolios and this is working well. In an area such as law it is vital to keep up to date with changes and any change there is in legislation can be communicated immediately to all those in the field. Candidates are able thus to make right away the necessary adjustments to their portfolio evidence.

At the first verification visit the need for a competence claim record sheet was pointed out. This will be necessary when a candidate is claiming APL from a previous, but still current, award.

It was a pleasure to work with this team.

HIGHER NATIONAL GRADED UNITS

TITLES/LEVELS OF HN GRADED UNITS VERIFIED

Insert details below

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General comments:

Advice on good practice and areas for further development:

SVQ AWARDS

TITLES/LEVELS OF SVQ AWARDS VERIFIED

Insert details below

Advice and Guidance – level three: G5WB23. Level four: G5WC24 old standards.

New standards : level three: G8E423 Level four: G8E524

PDAs – Money Advice; Professional Planning Certificate: G6TT

- **Certificate in Advising on Fertility Management: DL5234 and D7CC04**

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Customised Awards – Career Planning Practice: G8CH04

SVQ level three in Mediation.

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General comments:

During the year the team visited a variety of centres both large and small. Sometimes the assessment process was conducted electronically in other centres paper portfolios were compiled. In both types of centre we were pleased to find examples of a very high standard of work. The new standards are becoming familiar and there is a growing interest in PDAs. Indeed the most obvious growth seems to be in that area. Where customised awards are offered they too seem very popular.

Advice on good practice and areas for further development:

This past year the team have seen much to applaud. We have interviewed more candidates, more assessors and more verifiers than ever before and generally the picture is a healthy one of people committed to their part in the SVQ process.

In particular this year we have noted that the questioning of candidates is being better handled. Few centres were demanding that candidates answer a vast number of questions irrespective of the fact that they already had excellent evidence already in their portfolio concerning that particular requirement of competence or knowledge. Moreover where questions are usefully asked more and more candidates are being encouraged to enhance their answer with examples from their own practice.

Most centres keep appropriately detailed records of communication between the assessor and the candidate and between the assessor and the verifier. External verifiers need to see these. They also need to see records of CPD for the centre staff. Occasionally these are hard to find. Candidates on-going Personal development plans seem to get better every year. Also the idea of self-reflection throughout an award continues to be pleasingly evident in the new awards.

NATIONAL UNITS

(i.e. Freestanding units which contribute to NPAs or NCs etc.)

TITLES/LEVELS OF NATIONAL UNITS VERIFIED

Insert details below

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General comments:

Advice on good practice and areas for further development: