



Higher National Qualifications and Graded Units

Qualification Verification Summary Report 2018

Dental Nursing

Introduction

The units verified this session were:

- H9R7 34 Principles in the Management of Plaque Related Diseases
- H9R8 34 Dental Radiography
- H9R9 34 Principles of Oral Health Assessment and Treatment Planning
- H9R8 34 Principles of Infection Prevention and Control in the Dental Environment

- H485 34 Local Decontamination of Reusable Instruments
- GH75 48 Delivering Oral Health Interventions
- GJ6K 48 Intravenous Sedation for Dental Nurses
- H0AH 34 Dental Radiography — Operator
- H8P9 35 Managing Health and Safety in a Dental Environment

- HA02 34 Graded Unit 1
- HA03 35 Graded Unit 2

- H66M 33 H&S in Dental or Medical Reception Area
- H49P 33 Customer Care
- H66L 33 Reflective Practice in a Dental or Medical Environment
- H66K 34 Dental Reception Skills
- H66K 34 Medical Reception Skills
- FE08 04 Supervise an Office Facility
- DF4D 33 Developing Skills for Personal Effectiveness

All centres received a 'significant strengths' rating.

Category 2: Resources

Criterion 2.4: There must be evidence of initial and ongoing reviews of assessment environments, equipment and reference, and learning and assessment materials.

All centres had evidence of ongoing reviews of assessment environments, equipment and reference, and learning materials. Regular standardisation meetings were held by all centres, facilitating discussion and agreement between assessors and internal verifiers.

Category 3: Candidate support

Criterion 3.2: Candidates' development needs and prior achievements (where appropriate) must be matched against the requirements of the award.

All centres had evidence of candidates' development needs and how prior achievements matched the requirements of the awards undertaken. The format of recruit and entry requirements varied. Full-time candidates complete college application forms and attend interviews.

There was strong evidence of support for candidates who required learning support — whether this was provided through college specialist departments, or by training providers organising assessment by educational psychologists. There was also documented support for candidates once learning needs had been analysed.

Criterion 3.3: Candidates must have scheduled contact with their assessor to review their progress and to revise their assessment plans accordingly.

Centres provided their candidates with taught classes or tutorials throughout the duration of their qualification. All centres had Schemes of Work, timetables, or master folders with scheduled contact sessions.

Category 4: Internal assessment and verification

Criterion 4.2: Internal assessment and verification procedures must be implemented to ensure standardisation of assessment.

Clear policies were in place in all centres. Almost all centres used a clear tracking plan for internal verification activity. Formal and informal internal verification and standardisation meetings took place which supported the internal verification process. All centres had comprehensive strategies or marking guides and these were seen to be effective in standardising procedures and the quality of decisions made.

Criterion 4.3: Assessment instruments and methods and their selection and use must be valid, reliable, practicable, equitable and fair.

Pre-verification had been carried out for awards with written assessments, and comprehensive marking guidance was reviewed regularly. Assessments had been devised in line with unit specification requirements by occupationally competent subject specialists.

Criterion 4.4: Assessment evidence must be the candidate's own work, generated under SQA's required conditions.

All centres evidenced closed-book invigilated examinations where required for the externally marked SQA Dental Nursing PDA assessment. This is also available on SQA SOLAR and more sites are making use of this form of assessment. This is exceptionally secure as candidates are issued with a secure key code and the assessment is only available to start and finish on the allocated day and time. This also cuts out the need for handling papers and posting to SQA.

Graded unit work included declaration statements from each candidate.

Criterion 4.6: Evidence of candidates' work must be accurately and consistently judged by assessors against SQA's requirements.

Reliable assessment decisions had been made against SQA requirements and were supported by internal verification sampling. The use of marking schemes, exemplars, and double marking was good practice.

Criterion 4.7: Candidate evidence must be retained in line with SQA requirements.

All centres were aware of the SQA retention policy and many centres retain evidence for a longer period than required.

Criterion 4.9: Feedback from qualification verifiers must be disseminated to staff and used to inform assessment practice.

In most centres, the assessor(s) and internal verifiers, as well as the wider team, are encouraged to attend the visit feedback sessions. All centres were very effective at circulating the reports and feedback from verifiers. This was evident from staff discussions and notes of staff meetings where reports were shared and discussed.

Areas of good practice reported by qualification verifiers

The following examples of good practice were reported during session 2017–18:

- ◆ double marked assessments
- ◆ secure electronic systems — e-portfolios and use of SOLAR

Specific areas for development

No specific areas for development were reported during 2017–18.