

# ASQA Course Owner and Developer Briefing 2018

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Australian Government

Australian Skills Quality Authority



# Welcome

## About today's session

- Introduction to course accreditation
- Course accreditation in review
- Regulatory update
- Compliance with the VET Accredited Course Design Standards
- Q & A

# Course accreditation in brief

- Recognised under the AQF
- Must **not** duplicate training package outcomes
- 760 VET accredited courses currently approved
- Similar number of initial and renewal applications received each year.

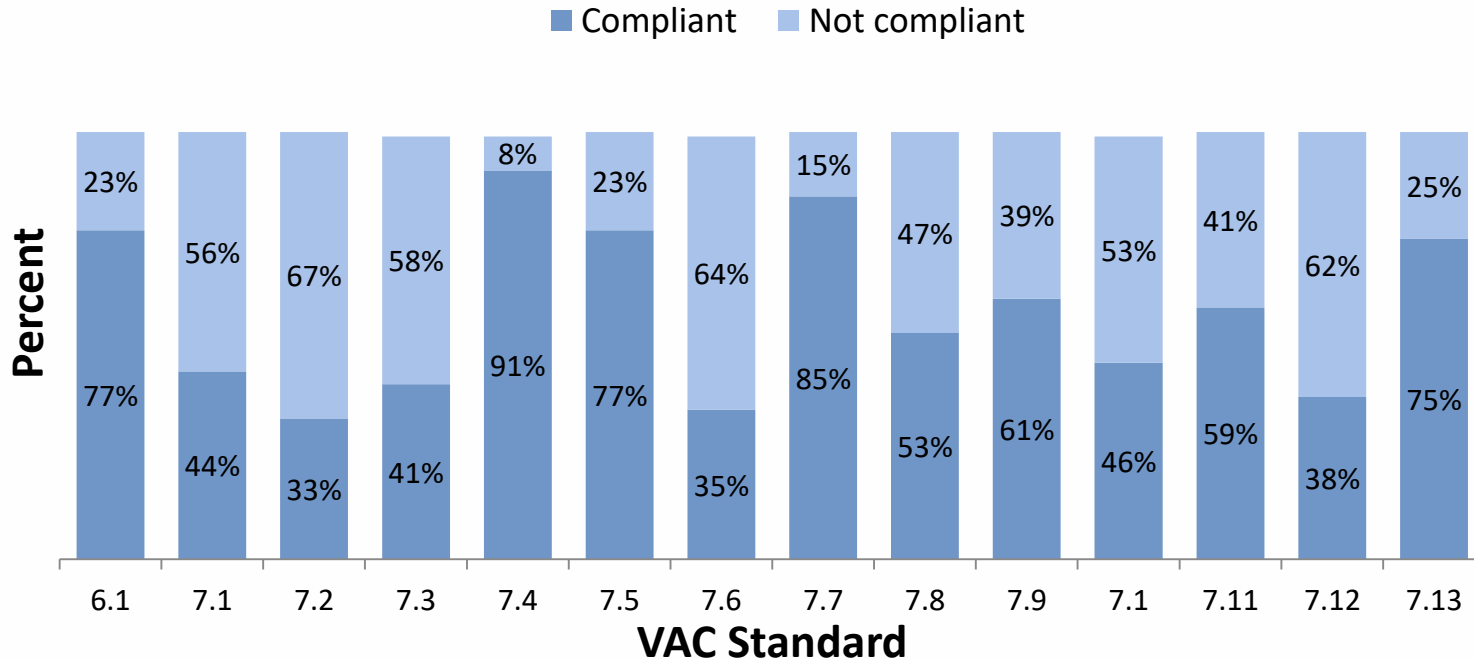
# Compliance with the Standards

## Most common non-compliances

Design standard	Non-compliance
VAC 7.1	Insufficient evidence of consultation/validation activities, industry need and/or support for the course Renewal application – dated information Nominal hours
VAC 7.2	Development of enterprise units
VAC 7.3	Does not meet AQF qualification type and/or level Volume of learning
VAC 7.6	Structure not appropriate Non-compliance against other standards a contributing factor
VAC 7.10	Course assessment strategy
VAC 7.12	Insufficient information on essential equipment and resources

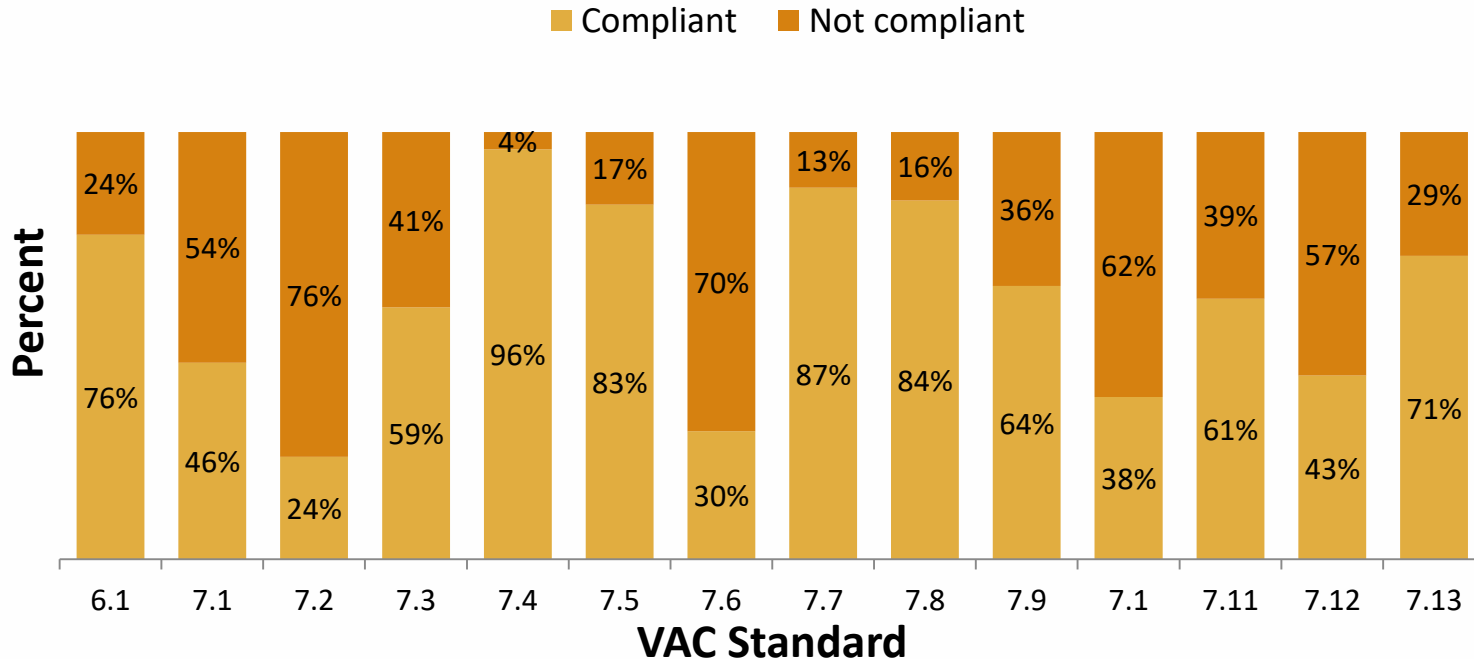
# Compliance with the Standards

## Compliance at initial evaluation 2016-2017



# Compliance with the Standards

## Compliance at initial evaluation 2017-18\*



\* 1 July 2017 to  
31 March 2018

# Regulatory update



# Regulatory update

## Enhanced scrutiny of applications

ASQA's aim is to:

- apply additional scrutiny of application and veracity of information provided upon submission
- focus on course owners obligations and responsibilities with respect to monitoring of accredited course



# Regulatory update

## Enhanced scrutiny of applications

- replicate regulatory requirements for RTO's to course owners
  - rectification opportunities
  - self assessment tools
- educate course owners, course developers and consultants
- enhance or develop new tools.



# Regulatory update

## ASQA's fees and charges

- Consultation undertaken in 2017
- ASQA will update the sector following COAG decision
- Proposed changes to fees and charges include:
  - lodgement fee
  - structure for initial and renewal application fee
  - amendment fee (minor and major).

# Regulatory update

## NVR Act Review update

ASQA's submission made recommendations on:

- ensuring the same standard of quality indicator data for training packages applies to accredited courses
- strengthening the threshold for establishing an industry need for a course to be accredited

# Regulatory update

## NVR Act Review update

ASQA's submission made recommendations on:

- increasing validation requirements
- providing a new standard that enables the publication of course objectives and description on the national register

# Regulatory update

## AQF review update

ASQA's submission made recommendations on:

- reviewing the volume of learning across qualification types across industry sectors
- including information on amount of training in accredited courses
- reviewing qualification types delivered across sectors
- providing clearer guidance on clustered/nested qualifications.



# Regulatory update

## Review of the alignment between training packages and VET accredited courses

- Greater transparency of VET accredited course information on national register
- Equivalence of VET accredited courses
- Strengthening evidence requirements.

# **Compliance with the *Standards for VET Accredited Courses***



# Introduction

## Common areas of non-compliance

Most course applications are non-compliant with:

- VAC 7.1 Industry need/support – consultation/validation
- VAC 7.2 Development of units of competency
- VAC 7.6 Course structure
- VAC 7.10 Assessment strategies
- VAC 7.13 Course monitoring and evaluation process.



# Standard VAC 7.1

## Industry need/support/consultation validation

### Non-compliant practice

- Course document does not identify vocational outcomes and/or associated tasks.
- The coverage of the units selected/developed do not provide the intended vocational outcome for the course.
- Insufficient evidence of industry need and support for a course to be nationally recognised.

# Standard VAC 7.1

## Industry need/support/consultation validation

Non-compliant practice (cont)

- Insufficient evidence of stakeholder engagement in the development of the course and units of competence
- Stakeholder engagement is insufficient.

# Standard VAC 7.1

## Industry need/support/consultation validation

For renewal applications:

- no current information to support ongoing need and/or support for the course
- submission of dated consultation and validation documents
- no information on transition arrangements.

# Standard VAC 7.1

## Industry need/support/consultation validation

Compliant practice:

- Course purpose reflects outcomes of units, lists job titles and may include additional tasks or functions associated with job title
- Meaningful consultation with demonstrated evidence

# Standard VAC 7.1

## Industry need/support/consultation validation

Compliant practice:

- Sufficient stakeholders engaged with necessary skills and experience to provide feedback that course content meets industry needs
- industry consultation survey
- transition arrangements documented in course

# Standard VAC 7.2

## Develop units of competency

- Units not developed to meet Standards for Training Package requirements

### Specifically:

- elements
- performance criteria
- performance evidence
- knowledge evidence
- assessment requirements



## Standard VAC 7.2

### Develop units of competency

**Elements** are the building blocks of a unit of competency and describe a major skill required to carry out the work task.

# Standard VAC 7.2

## Develop units of competency

Non compliant practice

Elements:

- duplicate the unit title
- do not relate to the performance criteria
- are written like performance criteria
- specify the learning or assessment activities rather than identifying a work task or function.



# Standard VAC 7.2

## Develop units of competency

**Performance criteria** – express the workplace activity to be undertaken and the level of performance and describe an aspect of the major skill identified in the element.

# Standard VAC 7.2

## Develop units of competency

Non compliant practice

- do not relate to the element
- duplicate each other
- are written like assessment tasks
- include language that is open to interpretation
- do not specify the context for performance
- include a range – list.



## Standard VAC 7.2

### Develop units of competency

**Performance evidence** – the evidence that must be collected on the learner’s ability to complete tasks outlined in the elements and performance criteria.

# Standard VAC 7.2

## Develop units of competency

### Non compliant practice

- Duplicate elements and/or performance criteria
- Not relevant to the elements and/or performance criteria
- Written as a checklist
- Frequency and/or volume not specified.

# Standard VAC 7.2

## Develop units of competency

**Knowledge evidence** – specifies what the learner must know to perform the work task described in the unit of competency.

# Standard VAC 7.2

## Develop units of competency

### Non compliant practice

- Knowledge is not relevant to unit outcomes
- Knowledge is the same for every unit
- Describes skills i.e. communicate
- Duplicates elements/performance criteria
- Written as a checklist
- Written as a task i.e. Use manual to ....



## Standard VAC 7.2

### Develop units of competency

**Assessment conditions** – specify the conditions in which assessment must be undertaken.

# Standard VAC 7.2

## Develop units of competency

### Non compliant practice

- Does not align to assessment strategy in Section B:6.1 of the course document
- Inconsistent information on whether assessment methods listed are suggested or mandatory
- Inconsistent information regarding the assessment environment.



# Standard VAC 7.2

## Develop units of competency

### Compliant practice

Element	Performance Criteria	Performance Evidence	Knowledge Evidence
Undertake risk assessment	Implement agency risk assessment tools to identify, clarify and prioritise risk	Application of agency risk assessment tools	Risk levels and factors that increase risk
Establish a coaching agreement	Negotiate and confirm terms, conditions and responsibilities of the coach and client	Develop a coaching agreement with client	Terms, conditions and responsibilities that apply to the development of agreements
Evaluate case management	Record case history and notes in accordance with agency protocols	Produced case notes, including health status, demographics and referral source	Note taking methods

# Standard VAC 7.6

## Course structure

### Non compliant practice

- Structure is unclear
- Includes superseded/deleted training package units
- Units not appropriate – application/outcome does not align to course outcomes
- Nominal hours
- Pre-requisite versus entry requirement.

# Standard VAC 7.6

## Course structure

### Compliant practice

- To achieve the qualification {insert title} the learner must complete 18 units – 8 core and 10 electives. The elective units are grouped into streams and all units in the stream must be completed to meet the course rules.
- To achieve the qualification {insert title} the learner must complete all 9 core units.

# Standard VAC 7.6

## Course structure

### Compliant practice (cont)

- To achieve the qualification {insert title} the learner must complete 15 units – 10 core and select 5 elective units from the list below
- Nominal hours represent the learning required to achieve competence

# Standard VAC 7.6

## Course structure

### Compliant practice (cont)

- Nominal hours for training package units in accordance with Victorian Purchasing Guide.

# Standard VAC 7.10

## Course assessment strategy

### Non compliant practice

- Does not describe the overall course assessment strategy to judge participants' achievement of the outcomes
- Inconsistent information about mandated assessment methods and tools

# Standard VAC 7.10

## Course assessment strategy

Non compliant practice (cont)

- Is RTO specific
- Is inconsistent with training package requirements
- Lacks information on workplace delivery and/or workplace simulation requirements.

# Standard VAC 7.10

## Course assessment strategy

### Compliant practice

- Meets the requirements of the *Standards for Registered Training Organisations 2015*
- Information is provided on assessment conditions and assessment methods
- Information on mandated assessment requirements



# Standard VAC 7.10

## Course assessment strategy

### Compliant practice (cont)

- Strategy meets training package requirements
- Aligns with specific requirements of units of competency
- Not mandatory, includes information on amount of training for different learner cohorts
- Informs learning and assessment strategies developed by RTOs.

# Standard VAC 7.13

## Monitoring of the course

### Non compliant practice

- No information provided on strategy for monitoring the course
- No information provided on 'who' will monitor the course
- No information provided on process for making amendments to course where required

# Standard VAC 7.13

## Monitoring of the course

Non compliant practice (cont)

- Information is solely about RTO's delivery
- Reference to training and assessment strategy not appropriate

# Standard VAC 7.13

## Monitoring of the course

### Compliant practice

- Identify key stakeholders to be consulted – industry, students, trainers, assessors
- Identify methods/tools – completion surveys, employers
- Frequency for monitoring courses
- Process for submitting amendments to course.



**Questions?**

# Contact ASQA

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