

# INTERIM FACTSHEET

## Standard setting and qualification development functions - transitioning from Transitional Industry Training Organisations (TITOs) to Workforce Development Councils (WDCs) from 4 October 2021

*This fact sheet is valid at 20 September 2021\**

### Purpose

This fact sheet provides information for providers and schools regarding the transition of standard setting and qualification functions from TITOs to WDCs from 4 October 2021.

*Note: TITOs will continue to support arranging of training.*

This fact sheet covers the following functions:

- Qualifications and standards
- Consistency reviews
- Interim programme support
- National external moderation
- Consent to assess
- Consent and moderation requirements

### Any questions?

If you have any questions about the content of this factsheet prior to 4 October 2021, please email [info@wdc.nz](mailto:info@wdc.nz)

After 4 October 2021, please refer to the WDC websites via: [www.ohumahi.nz](http://www.ohumahi.nz)

### Qualifications and standards

From 4 October, WDCs will be responsible for developing and maintaining qualifications, and developing, setting, and maintaining unit standards for the industries they represent. These qualifications and standards are currently being managed by TITOs and the New Zealand Qualifications Authority (NZQA) National Qualification Services.

These qualifications and standards will be updated on NZQA's system on 4 October and you will be able to find out which ones have been transferred to each WDC by searching NZQA's website:

*For up-to-date information after 4 October 2021, please refer to WDC websites via [WWW.OHUMAHI.NZ](http://WWW.OHUMAHI.NZ)*

- For qualifications, search for the qualification by keyword or qualification number on the [NZQF](#). Click on the qualification to view the name of the WDC that is the new qualification developer.
- For standards, search for the unit standard by number (or via field/subfield/domain) on the [Directory of Assessment Standards](#). The name of the WDC that is the new standard-setting body will be displayed on the resulting screen. *Note: the individual Word and PDF documents relating to the standard will still show the previous standard setting body's details.*

You may currently be working with a TITO on a project to review a qualification or unit standard. If that review is not completed by 4 October, the project will be handed over to the appropriate WDC.

## Consistency reviews

Scheduled consistency reviews **are not impacted** by the transition of functions from TITOs to WDCs.

**Providers** (including TITOs who have not yet transitioned their arranging training function) who have awarded a qualification that is undergoing a review are **still expected to attend consistency reviews**. If providers have any questions about consistency reviews, please contact [NZQA](#).

## Interim programme support

The new WDC **endorse programmes function** is scheduled to **go live from 1 February 2022**.

Until then, as part of the NZQA programme approval process, providers will need to request a letter of support from the relevant WDC. This is a refinement of the current requirement to seek support from the qualification developer (i.e. a TITO) for a new programme.

The WDC will check that the programme fits within the qualification guidelines and can be effectively delivered and assessed. If the WDC has concerns about the programme, it will work with the relevant provider to help resolve those concerns.

**More details** about this interim process will be **available on each WDC's website from 4 October**.

# National external moderation

## Overview

From 4 October 2021, the standard setting function of TITOs will transition to WDCs.

As a result of the transition, the National External Moderation system, which provides assurance in the quality of assessment carried out by organisations with consent to assess, will be managed by WDCs in compliance with the relevant Consent and Moderation Requirements (CMR) document.

The information below summarises the transition of National External Moderation activities from TITOs to WDCs.

### Pre-assessment moderation:

- Pre-assessment moderation will be conducted by WDCs from 4 October 2021, and will continue as specified in the current CMR documents.
- The process for submitting pre-assessment moderation to the WDC and a pre-assessment moderation coversheet will be available on the relevant WDC website.

### Post-assessment moderation and on-site moderation:

- From 4 October WDCs will be prioritising moderation activities, and planning for 2022. This is to ensure that WDCs are focusing their efforts on where they can add the most value to industry and the vocational education system.
- Accordingly, there will be no immediate requirements for providers to submit post-assessment moderation or take part in site-visits.
- WDCs will contact providers with the new requirements for post-assessment moderation and onsite moderation in preparation for the 2022 calendar year.

### In-flight moderation activity:

- If you have submitted pre-assessment or post-assessment moderation material to a TITO and they have not yet completed the moderation, this will be transferred to the WDC.
- You can expect the relevant WDC to be in touch to provide a moderation report or ask any questions.

### Moderation appeals:

- Providers may wish to appeal moderation decisions made by WDCs.
- WDCs will provide an appeals form and process on the website from 4 October 2021.

For up-to-date information after 4 October 2021, please refer to WDC websites via [WWW.OHUMAHI.NZ](http://WWW.OHUMAHI.NZ)

## Consent to assess

From 4 October 2021, WDCs will support consent to assess applications where they are the standard setting body.

Schools and providers will continue to apply to NZQA for consent to assess any unit standards they intend to assess, and to meet the requirements of the appropriate CMR.

As part of the NZQA application process, schools and providers will need to supply a letter of support from the relevant WDC. This letter attests that the provider meets the specific industry requirements, including having the resources to effectively deliver and assess the unit standard(s).

Providers will be able to access an application form for support for consent to assess on the relevant WDC website.

Please note that NZQA makes the final decision on the consent to assess application, and the process is not completed until NZQA has awarded consent to assess to the applicant organisation. For more information on the NZQA process, please refer to the website:

<https://www.nzqa.govt.nz/providers-partners/approval-accreditation-and-registration/consent-to-assess/>

## Consent and moderation requirements

From 4 October 2021, WDCs will develop and maintain Consent and Moderation Requirements (CMR) documents.

Each CMR covers the requirements that organisations must meet to assess against unit standards in the scope of the CMR, and the moderation process that organisations with consent to assess need to engage in.

The **CMRs will not change from their current versions for 4 October 2021**. CMRs will be reviewed and rationalised over time. However, on 4 October a coversheet will be added to each CMR to identify the relevant WDC/s. More information about CMRs can be found here: <https://www.nzqa.govt.nz/providers-partners/assessment-and-moderation-of-standards/cmrs/>

If any changes to CMRs are made post 4 October 2021, WDCs will notify providers and all affected parties.