

MPQC Level 3 Award in Assessing Competence in the Work Environment							
Ofqual Reference Number	600/0464/2				Accreditation Start Date:	Accreditation End Date:	Certification End Date:
Qualification Level: 3	EQF Level: 4	Credits: 9	GLH: 54	TQT: 90	01/02/2012	31/07/2021	31/07/2024
Qualification Purpose:	<p>Primary Purpose - Confirm competence in an occupational role to the standards required</p> <p>Additional Purpose – To aid selection for a specific job role</p>						
Applicable National Occupational Standard(s):	<p>Learning and Development</p> <p>This link will take you to the National Occupational Standards on our website http://www.mpawards.co.uk/qualifications/national-occupational-standards/</p>						
Qualification Summary:	<p>This qualification is aimed at those wishing to become Assessors. The first unit “Understanding the principles and practices of assessment” is a knowledge and understanding unit only therefore can be taken by Assessors before they are in a position to practice assessments or this unit can be taken by others who never intend to practice e.g. managers so that they can acquire knowledge of the principles and practices of assessment. For Assessors when they are ready to undertake real assessments then they can take the second unit. It is highly recommended by MP Awards that the evidence generated for the achievement of the performance criteria within this qualification is based on the assessment of Vocational Qualifications delivered in the workplace. For existing Assessors, these units can be acquired to demonstrate ongoing CPD.</p>						
Qualification Structure:	This qualification consists of two mandatory units. Unit registration and certification is available						
Pre-Entry Requirements:	None						
Exemptions and RPL:	Exemptions will be considered on an individual basis where an individual has achieved the equivalent Learning and Development Unit/s within the last 3 years.						
Language of Assessment:	English						
Progression Route:	MPQC Level 3 Certificate in Assessing Vocational Achievement						

Mandatory Units – Candidate <u>MUST</u> achieve all units							
Unit Title	Mandatory Unit (M)	Level	Credits	Ofqual Reference	MP Awards Reference	Guided Learning Hours	RPL
Understanding the Principles and Practices of Assessment	M	3	3	D/601/5313	LLUK01	24	
Assess Occupational Competence in the Work Environment	M	3	6	H/601/5314	LLUK02	30	

Centre Staff Requirements:

Assessors and **Internal Verifiers** must:

1. Be **registered** and recognised **by an Approved Centre, registered and approved by MP Awards**.
2. Hold, or are working towards the appropriate qualification as listed in the table below:

Assessor	Internal Verifier
<ul style="list-style-type: none"> • Level 3 Award in Assessing Competence in the Work Environment, or • Level 3 Certificate in Assessing Vocational Achievement, or • SQA Accredited L&D 9DI Assess Workplace Competence Using Direct and Indirect Methods (SCQF Level 8), or • A1 Assess Learners Using a Range of Methods*, or • D32 and D33 Assess Learner Performance Using Differing Sources of Evidence*. 	<ul style="list-style-type: none"> • Level 4 Award in the Internal Quality Assurance of the Assessment Process and Practice, or • Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Process and Practice, or • SQA Accredited L&D 11 Internally Monitor and Maintain the Quality of Workplace Assessment (SCQF Level 8), or • V1 Conduct Internal Verification of the Assessment Process*, or • D34 Internally Verify the Assessment Process*.

*Holders of A1, D32 or D33 must:

- Assess to the revised National Occupational Standards (NOS) for Assessment;
- Show evidence of CPD to the revised NOS;
- Show evidence of having assessed within the last 18 months;

*Holders of V1 or D34 must:

- Verify to the revised National Occupational Standards (NOS) for Internal Verification;
- Show evidence of CPD to the revised NOS;
- Show evidence of having internally verified within the last 18 months.

Assessment Methods:

Must be assessed and quality assured in accordance with the LLUK Strategy for Assessing and Assuring Quality of Assessment Strategy and MP Awards evidence requirements.

For this qualification all learning outcomes must be assessed using methods appropriate to the assessment of competence-based qualifications. There must be valid, authentic and sufficient evidence for all the assessment criteria. There is no requirement for each unit to be assessed separately. Indeed, Assessors are encouraged to adopt a holistic approach but it is essential that evidence for the assessment criteria in each unit is also identified individually.

The primary source of performance evidence will be from examining products of work produced by the Learner supported by observation in the workplace, Learner testimony and questioning/discussions, supported by other forms of evidence such as witness testimony.

Simulation is not permitted for this qualification.

Minimum Performance Evidence Requirements:

There must be evidence of the Candidate carrying out at least 2 assessments of 2 Candidates occupational competence (4 assessments in total). This occupational competence must not be in assessment itself i.e. evidence for this unit must not come from assessing another Candidate assessor who in turn is assessing someone else.

Note: this qualification cannot be achieved by assessing a Candidate for an assessment qualification.

Assessing Knowledge and Understanding:

For this qualification all learning outcomes must be assessed using methods appropriate to the assessment of workplace knowledge. There must be valid, authentic and sufficient evidence for all of the assessment criteria. The examples in the list are not exhaustive.

Holistic approach is encouraged. Verbal/written questioning (recorded); Professional interview (recorded); Learner statements

Assessment System: Whilst Approved Centres are free to develop their own assessment record system; MP Awards has developed a ready-made system for Centres to use which is available at no cost. However, Centres are advised to check with MP Awards when devising their own assessment system to ensure it meets the standards in full.

Endorsements: None

Fee Structure

Full Qualification and Unit registration fees which are inclusive of certification fees can be found on the approved price list, details are available on the website or by contacting MP Awards on 0115 972 6121

Review of Charges: Fees are reviewed annually and any changes notified to Approved Centres in October for implementation in January