

TO: Quality Assurance Partners (QAPs)

## **QUALITY ASSURANCE OF HISTORICALLY REGISTERED QUALIFICATIONS**

In terms of the Skills Development Act, 1998, (Act No 97 of 1998) the QCTO has the responsibility of quality assuring qualifications registered on the QQSF. This entails the development, monitoring, and quality assurance of final assessments of all qualifications registered on the QQSF.

The QCTO is striving towards the implementation of one Quality Assurance System for the implementation of registered qualifications on the QQSF (Occupational Qualifications Sub-Framework).

In order to improve the standard of learner achievements for historically registered qualifications, a compulsory Final Integrated Summative Assessment (FISA) for historically registered full qualifications must be implemented as soon as possible, in conjunction with the current Portfolio of Evidence (PoE) practice, in collaboration with the QAP.

Many QAPs who have already implemented a Final Integrated Summative Assessment together with the PoE, may continue to do so until these qualifications reach their end date (i.e. status quo remains). QAPs who do not have a Final Integrated Summative Assessment as part of their assessment process in place must ensure this is implemented by October 2021. The QCTO will be of assistance as to the development of assessment standards for the final national assessment, and recommends the management and conduct of these to be done by the accredited SDP so as not to incur further financial costs. This should become normal practice before requesting external verification/moderation from the QAP.

The QCTO will therefore be reliant on the External Moderator/Verifier used by the QAP when final moderation/verification is conducted at the SDP to complete the attached QCTO QA Verification form, and submit it to the QCTO and the QAP, together with all other usual relevant documents. These must be forwarded to the QCTO within 2 weeks of receipt from the External Moderator/Verifier.

Skills Development Providers will still continue to request external moderation from their SETA/Professional Body (QAP), as is the current process, but QAPs must ensure that a Final Integrated Summative Assessment (FISA) has been implemented by the SDP for each learner prior to the external moderation or verification taking place, according to the completed Assessment Specification in the attached document (no. 2).

These standards should be published on both the QCTO & QAP website for each historically registered qualification, so that FISAs are developed according to these standards. FISAs

may therefore be developed and moderated either by the SDP (recommended), or by the QAP (to be distributed timeously). An important quality assurance function would be the completion and submission of the Developer/Examiner and Pre-Moderation Reports of these assessment instruments (Templates available on the QCTO website: [www.qcto.org.za](http://www.qcto.org.za))

All FISAs must be marked/assessed and moderated by accredited SDPs, prior to External Moderation/Verification done by the QAP. (Templates available on the QCTO website: [www.qcto.org.za](http://www.qcto.org.za))

There is thus going to be a transition period towards implementing the FISA, and QAPs are required to report all final assessments for full qualifications that have taken place in each quarter.

Any queries regarding the implementation of this process can be directed to Mr R Paul, using the following email address: [Paul.R@qcto.org.za](mailto:Paul.R@qcto.org.za)

The QCTO will have a forum meeting with all QAPs in October to further explain the implementation of this process, but until then, please be so kind as to submit the attached Assessment Report *every quarter* to the QCTO by the due date for each quarter.

The QCTO would like to thank all QAPs for their cooperation in this regard, in order to improve quality assurance standards.

Yours faithfully



D KEMP  
DIRECTOR: ASSESSMENT ASSURANCE

Date: 21 September 2020