

EXTERNAL QUALITY ASSURANCE

July 2022

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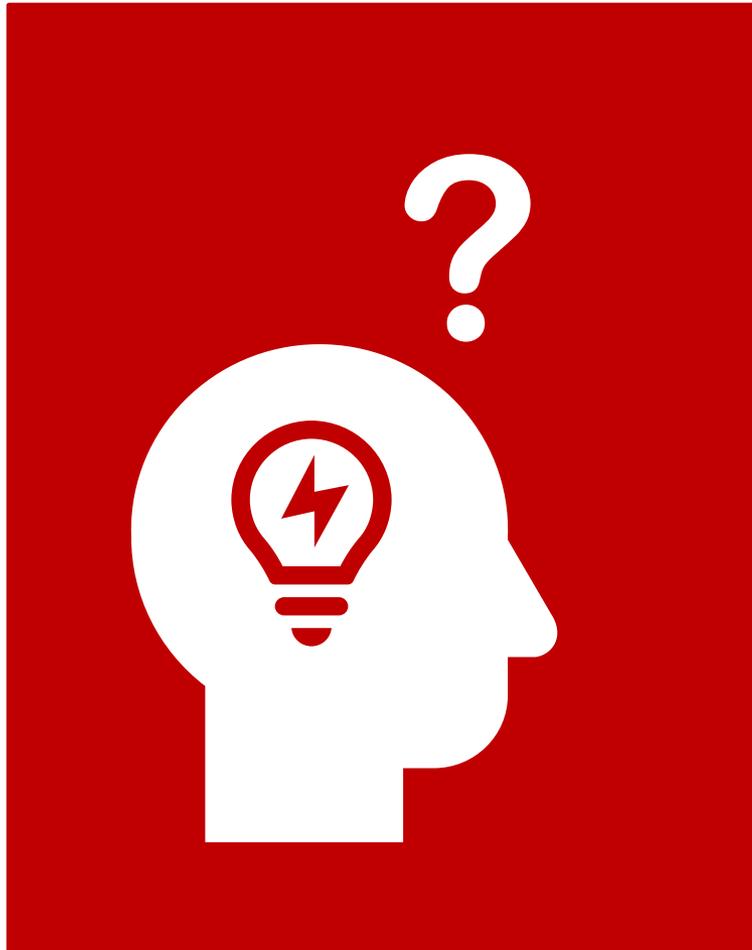
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POLL



Where are you in the EQA Journey currently?

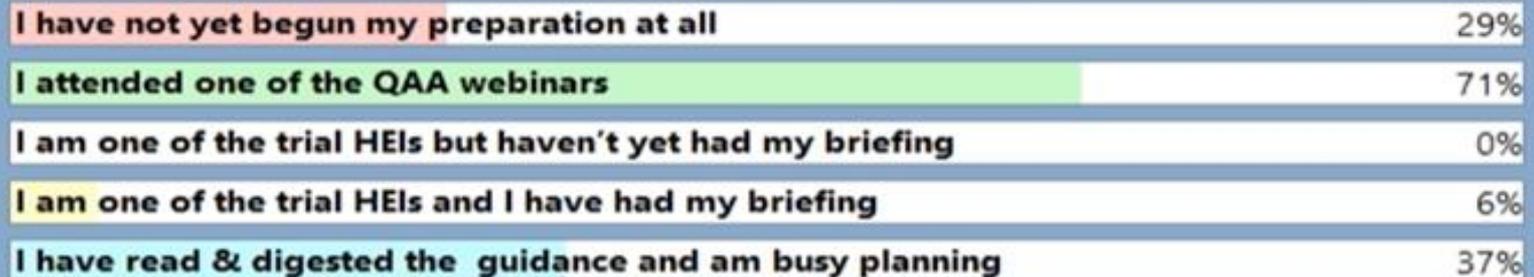
- 1. I have not yet begun my preparation at all**
- 2. I attended one of the QAA webinars**
- 3. I am one of the trial HEIs but haven't yet had my briefing**
- 4. I am one of the trial HEIs and I have had my briefing**
- 5. I have read and digested the full set of guidance and am in planning mode**

POLL

QUICKPOLL

Where are you in the EQA Journey currently?

Poll Results (multiple answers allowed):



QAA and the EQA news

- **QAA DEMITS DQB STATUS TO FOCUS ON SECTOR AND STUDENTS IN ENGLAND**
- QAA notified the Secretary of State for Education on 20 July that it will no longer consent to be the Designated Quality Body in England (DQB) after the current DQB year ends on 31 March 2023 a role it has held since 2018
- QAA is the UK's independent quality body for higher education - custodian of the Quality Code for Higher Education and Subject Benchmark Statements

QAA has decided not to continue in the DQB role because:

- The requirements made of the DQB by the current regulatory approach in England **are not consistent with standard international practice for quality bodies**, as reflected in the European Standards and Guidelines (ESG).
- QAA's work in other nations of the UK and internationally depends on QAA's registration on the European Quality Assurance Register for Higher Education (EQAR), which is based on compliance with the ESG.
- EQAR recently temporarily suspended QAA's registration, citing areas of non-compliance in England. QAA has addressed these areas of non-compliance by announcing that it is **publishing all reports of DQB reviews and including students on all DQB review teams, but believes that in the longer term it is not sustainable to meet both sets of requirements.**

Agenda



Discussion : Current Questions

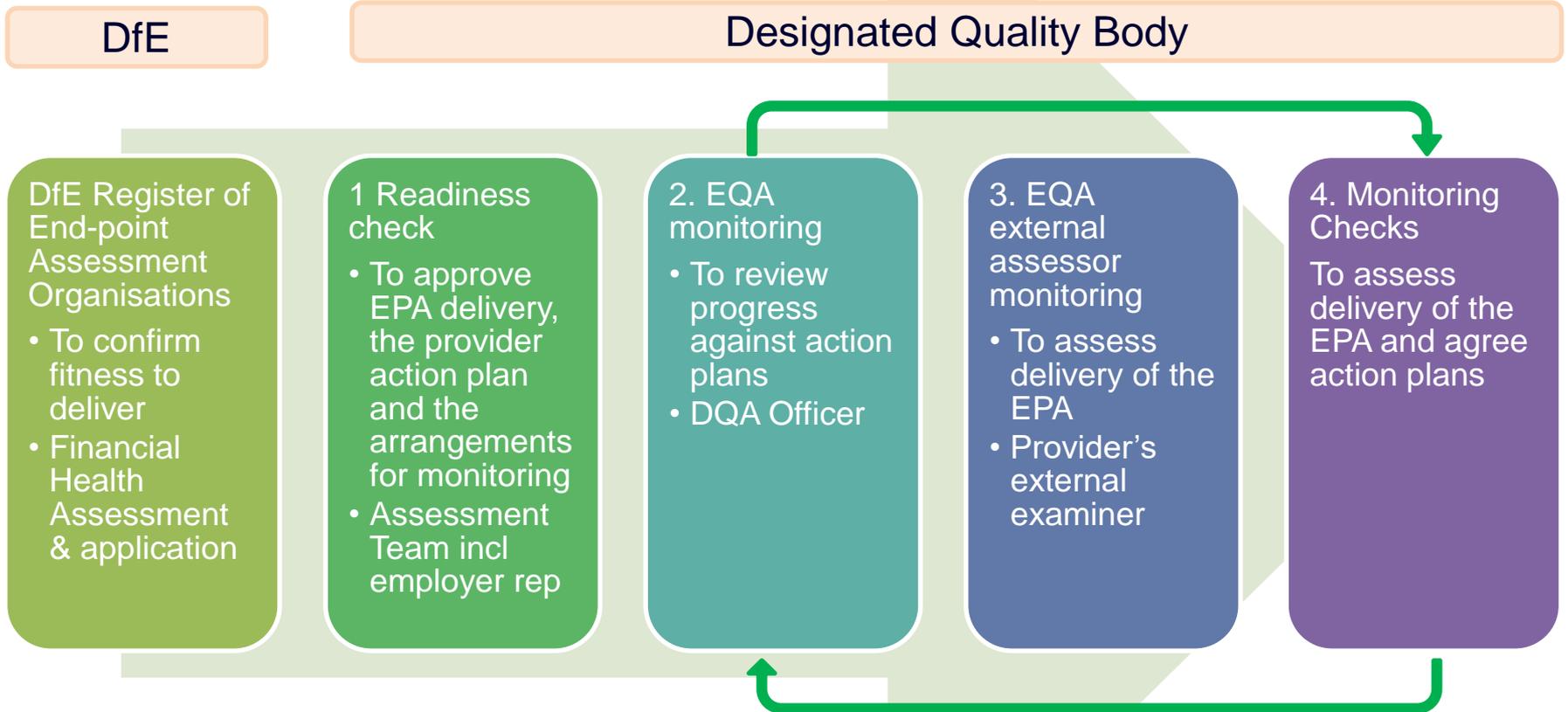
The Model

QAA Update

Discussion and Q & A

THE MODEL

Sequencing



Reporting throughout to IfATE and OfS

The Model

Readiness Check

- Desk based process
- Conducted by DQB Officer, DQB Assessor, Employer Representative
- Initially whole provider
- 6-9 months after Register of End-point Assessment Organisations registration (latest 8 weeks ahead of the first EPA)
- Individual approach for new standards
- Draws on materials already in existence
- Assessing against IfATE specified requirements
- Judgement

Ongoing monitoring

- **Annual per standard**
- Looking at the actions and recommendations
 - Changes to the External Assessor arrangements
 - External Assessor report
 - Can lead to changes to the overall monitoring arrangements

EQA External assessor monitoring

- Conducted by EQA External Assessor = normally the external examiner
 - Reporting requirements similar to existing EE reporting arrangements (para 50 of guidance)
 - Requirement to share information about the arrangements being put in place and on an ongoing basis

Monitoring check

- **At least once every three years for each standard**
- Different standards may operate to a different schedule on a risk based basis
- Self assessment required
- Visit required
- Results in a formal outcome, actions, and recommendations
- Considered by the OfS as evidence in relation to condition B4

1c: **IfATE's Four-Point Scale of Readiness - readiness descriptions** (based on Appendix 4 - [IfATE's EQA Manual](#))

Functional area	4. Not ready to deliver	3. Ready to deliver: Improvement needed	2. Ready to deliver	1. Exceeds expectations
Assessment materials	Materials do not meet the needs of the assessment plan in terms of content or level	Most materials are in place and pitched at the right level, covering the right content for the standard with clear plans to develop remaining content	All materials in place and pitched at the right level and covering the right content for the standard	Clear plans in place to review, including plans to utilise evidence from assessment and feedback from employers and apprentices
Support materials	Insufficient material Material not accessible to all users Support arrangements could give unfair advantage to certain apprentices	Generic EPA information available but more work needed to meet the specific needs of the standard	Clear and accessible material pitched at the right level Material clearly differentiates for different audiences (eg employer, apprentice, training provider) Range of different material (eg templates or timeline setting out the apprentice journey)	Exceptionally clear and innovative materials clearly tailored to the needs of the Standard and test occupational competence in a genuine and innovative way
EPA delivery plans	No plans in place for effective delivery	Plans in place for delivery but engagement with employers has not yet taken place Plans may be generic with insufficient occupational detail	Robust plans in place to deliver occupation-specific EPA Effective and regular communication with employers Contingency plans in place	EPAO has stress-tested plans and has robust contingency arrangements in place Very strong links with employers

Judgement

Standard risk

		Low	Medium	High
		1	2	3
EPAO risk (outcome of the EQA monitoring check)	Outstanding	1	2	3
	Good	2	3	4
	Requires Improvement	3	4	5
	Inadequate	4	5	6

Current Focus

- Publicly launched the handbook and materials
- Recruiting/training DQB assessors
- Engaging employer representatives
- Briefing providers
- Completing FAQ following July briefings

Preparation



- Initial assessment activity (readiness check) over the summer with four providers
- Wider roll-out in autumn – September October for readiness checks and monitoring checks

Rollout



- Readiness Check :
 - No Go ' '
 - Go' outcomes:
 - 'Exceeds expectations'
 - 'Ready to deliver'
 - 'Ready to deliver: Improvements needed'
- Monitoring Check :
 - Outstanding (1)
 - Good (2)
 - Requires improvement (3)
 - Inadequate (4)
- Full reports published

Judgements



Appeals

Grounds for representations

- 'Factual inaccuracy and misinterpretation'
- or 'Procedural irregularity'.

Factual inaccuracy and/or misinterpretation

- An inaccuracy or misrepresentation in the Readiness Check/Monitoring Check report **which was identified and raised by the provider**, but was not, in the opinion of the provider, given due and reasonable consideration by the review team.

Procedural irregularity

- An **irregularity in the conduct of the Readiness Check or Monitoring Check** such that the legitimacy of the decision(s) reached is/are called into question.
- Representations on this ground must explain the alleged irregularity and provide evidence in support of the allegation.
- Unsubstantiated allegations of procedural irregularity will be rejected on submission and returned to the provider.

Next Steps & Implications

- 1 Keep your ILR up to date – WATCH YOUR OOF /LATE EPA cohorts
- 2 You will have a DQB Officer link person - proactively tell them when things change e.g. External Examiners, new standards
- 3 Read all the documents (see links) BUT MOST IMPORTANTLY complete the self assessments
- 5 Course Directors, EPAO Leads need training and briefing
- 6 Update & maintain accurate contact details
- 7 UVAC Webinar with the early participants in the autumn

DISCUSSION

DISCUSSION



What are the current unanswered questions, issues or concerns?

QAA UPDATE

ROB STROUD

DIRECTOR – QUALITY ASSESSMENT, ENGLAND, QAA





Designated Quality Body
in England

EQA update for UVAC

Rob Stroud – Director of Quality Assessment

21 July 2022

Reminder – the EQA stages

- Readiness check: Light touch, desk based. Requires you to submit information we already expect you to have available. Will aim to do all standards in one go for existing standards you are on the register for.
- Monitoring:
 - Ongoing monitoring – actions, recommendations, EE reports, changes. Desk based, light touch.
 - EQA external assessor – normally your EE reporting on certain matters. EE will normally visit
 - Monitoring check – visit, standard by standard on a risk based basis, self evaluation, EQA external assessor reports

Getting ready for EQA – questions to ask yourself

- Is your ILR data correct and up to date for standards where you are the EPAO?
- Is your listing on the RoEPAO up to date – including contact details?
- Are you familiar with what we are going to ask for?
- When the time comes, who needs to sign off your submission?
- Is there anything unusual about your assessments or delivery of them?
- Are you aware of any potential compliance issues?

How it will work

- Notification to Head of Provider and contact listed on the RoEPAO
- Individual briefing session organised and submission of PIF
 - Confirming details such as standards in scope and timings of EQA delivery
 - Outline of the method for questions
 - Confirmation of documentation required and submission date
 - Assessment team details
- Provider submission **about 3-4 weeks later**
- Assessment (potential for queries)
- Draft report, factual accuracy check, final report
- Onward to monitoring

Questions raised to date

- What about the EPAs that aren't an actual assessment? (e.g. Nursing Associate)
- Some of our process are university wide – i.e. across all standards we offer. How do you accommodate this?
- What if we are on the register for a standard but aren't delivering EPA for a few years yet?
- Is there any interface here with the Ofsted inspection process?
- What happens if we get a negative outcome?
- Will you publish the results?
- What happens when standards change?
- What is the role of the OfS?
- Do we have to pay anything?

The role of the EQA external assessor

Not the EPA independent assessor, unless the standard specifies they are...

- Does the EQA External Assessor have to be a different person to the External Examiner?
- If you do a RC in September we won't have this sorted – will we fail as a result?
- What if we have more than one person doing the EE role at present?
- Where can I get more guidance before I approach my EEs about this?

Learning from the first providers

- Noone has yet submitted anything, so this is mainly what we have seen from the briefings...
- Variation within providers across standards
 - This is ok – as long as it meets the requirements
- Variation in responsibilities – centrally, “apprenticeship teams”, programme teams
 - This is also ok – as long as the right people know what they are responsible for
- Awareness of DfE requirements and IfATE requirements
- Oddities in the data
- Telling us things we didn’t know is helpful!

Things to look out for

- Additional support and guidance materials on our website
- DQB transition
- Autumn/winter webinars
- Updates to guidance and other support materials

Key documents

DQB guidance - <https://dqbengland.org.uk/apprenticeships/>

IfATE EQA Framework -

<https://www.instituteforapprenticeships.org/quality/external-quality-assurance/>

DfE conditions for RoEPAO -

<https://www.gov.uk/guidance/conditions-for-being-on-the-register-of-end-point-assessment-organisations>

Thank you...

Any questions please ask us as soon as possible – it is easier to deal with issues and queries early on than when you only have 3 weeks to submit your evidence!

qae@qaa.ac.uk



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<https://dqbenland.org.uk>

QUESTIONS



Write in the
questions box or
raise your hands

NEXT STEPS & FURTHER RESOURCES

Next Steps & Implications

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- 7 UVAC Webinar with the early participants in the autumn

Stay online for the survey

RESOURCES

Queries: r.rhodes@bolton.ac.uk

Listen again webcast link: [HERE](#)

Slide Pack: [HERE](#)

Templates:

1. <https://dqbenland.org.uk/apprenticeships/>
2. [External Quality Assurance of End-Point Assessment for Integrated Higher and Degree Apprenticeships – Handbook for Providers](#)
3. [Readiness Check Document](#)
4. [EQA External Assessor Recruitment Notification Form](#)
5. [EPAO Self-Assessment for the EQA Monitoring Check](#)
6. [EQA FAQ](#)
7. [Representations against Outcomes of an External Quality Assurance of End-Point Assessment Readiness Check or Monitoring Check](#)



Webcast

Recording
Timestamp

Discussion &
Current
Questions

0:00:00

QAA Update

0:36:31

Next Steps &
Further
Resources