



Step Up

Training and Care

From Training to Caring, we deliver excellence

Qualification Name	Level 4 Award in Understanding the Internal Quality Assurance of Assessment Processes and Practice (RQF)
Qualification achieved	Highfield Level 4 Understanding the Internal Quality Assurance of Assessment Processes and Practice (RQF) 600/3970/X

Step Up Training and Care have been reviewed by the QACLS (Quality Assured Care Learning Service) for delivery of this qualification. This service from the Department of Health and Social Care will review the quality of individual courses and qualifications delivered by training providers to ensure that training and development is of good quality, easily accessible, meets the needs of the workforce and users of care services. We have met all these standards and therefore proud to be approved to display the QACLS logo against this qualification.



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Qualification Structure

This qualification is part of an assessment pack of 3 qualifications.

These qualifications are assessed by a portfolio of evidence, which will cover all assessment criteria contained within the units stipulated in the rules of combination for each qualification.

Before starting the course, you may be required to provide previous achievements or recognition of prior learning. This helps reduce the amount of time spent to prepare for the course.

This qualification requires an observation of the learner in practice and this observation cannot be carried out remotely. We can assist a learner in finding candidates to demonstrate their skills for the observation if they require it.

Qualification Duration

Qualification duration for award in UIQA's is 60 hours, of which we recommend 45 guided learning hours.

This equates to approximately a 6-month timescale but is dependent on a learner being engaged in their studies, submitting evidence to match the learning criteria usually on a weekly basis to your personal assessor.

Costs

This course is £210

If you are an employer and seeking your employee(s) to undertake this qualification, please note this qualification attracts funding from government pathways. The funding is delivered through the Learning and Development Support Scheme (LDSS) offered by the Department of Health and Social Care (DHSC). Employers make this claim on behalf of the employee; the LDSS scheme cannot accept any claims from an individual. Step Up Training and Care cannot make the claim on behalf of any individual or employer, details of the scheme can be found here [Learning and Development Support Scheme for the adult social care workforce: a guide for employers - GOV.UK](#)

The rules for this scheme state employers pay an initial 60% of the qualification cost to Step up Training and Care, they then claim that outlay back from the LDSS scheme. Then upon completion and certification of studies the remaining 40% is paid to Step Up Training and Care and then claimed back from the LDSS scheme.

Individuals looking to undertake this qualification and paying for this personally will be offered options on how to pay for this course, including payments in full on registration or payment via a mutually agreed instalment plan. Individuals paying personally will not qualify for any funding reimbursements.

Who can enrol for this course?

UIQA's qualification is intended by learners wishing to progress to a qualification in the same subject area or progress to a higher level of knowledge, skills and understanding.

Entry requirements

Must be 19+.

It is recommended that learners hold one of the following qualifications prior to enrolling:

- Level 3 Award in Assessing Competence in the Work Environment
- Level 3 Certificate in Assessing Vocational Achievements
- A1 Assess candidate performance using range of methods
- D32/D33 assess candidates performance/assess candidates using a different range of methods

These qualifications also require internal quality assurers to show current evidence of continuing professional development in assessment and quality assurance.

Who is this qualification suitable for?

The objective of the qualification is to support a role in the workplace, or to prepare learners to progress to a qualification in the same subject area but at a higher level or where more specific knowledge, skills and understanding is required

Ideally suited to someone looking to work in the further/ adult education and training sector working as a tutor/ assessor. You will use your sector/subject experience and qualifications to assess those undertaking formal qualifications.

The Level 4 Award in Understanding the Internal Quality Assurance of Assessment Processes and Practice (RQF) is intended for those who wish to gain an understanding of the principles and practices of internal quality assurance without any requirement to practice. It is a knowledge-only award. It has been designed:

- For individuals who are not in an internal quality assurer's role, or who have just started their journey as an internal quality assurer in the further education and skills sector / private sector
- For individuals who are interested in knowing more about internal quality assurance or who need to know about assessment practice as part of their role
- For individuals who want a short qualification to enable them to make career choices
- For individuals who are not currently practicing e.g. a starting point for aspiring internal quality assurers or a professional development qualification for managers, HR or quality assurance personnel
- For individuals who are carrying out assessments and quality assurance in most learning environments including FE, Adult Continuing Learning, Employers and Third Sector
- For individuals who are carrying out quality assurance in all occupational sectors
- For individuals working in accredited learning OR non accredited learning (where people may assess performance but do not assess for a qualification); the NQF and the RQF.
- For individuals who have already achieved some Education & Training or Learning & Development units that can be carried forward into this qualification
- For individuals who have completed some introduction to training qualifications

Certification

Upon successful completion of these qualifications, you will be issued with a hard copy of your certificates

Enrolment

Full details of how to enrol on these qualifications can be found on our website, under the section Enrolment.

Module Content

Learners are required to successfully complete one mandatory unit totalling 6 credits:

Mandatory Unit:

- Understanding the principles and practices of internally assuring the quality of assessment (Credit Value 6)