1. EXTENSION OF IMPLEMENTATION DATE FOR NEW TRAINER AND ASSESSOR CREDENTIAL REQUIREMENTS TO 1 JULY 2019

Updated credential requirements for trainers and assessors set out in the Standards for Registered Training Organisations (RTOs) 2015 were due to take effect on 1 April 2019, bringing the requirements in line with 2016 changes to the Training and Education Training Package.

Recent feedback from the vocational education and training (VET) sector showed that trainers and assessors at some RTOs may not have met the new requirements by 1 April 2019, due to the increased number of trainers and assessors accessing gap training. This resulted in some RTOs being unable to keep up with demand to assess and issue relevant documentation by that date.

In response to this feedback, Skills Ministers from each state and territory agreed to delay the introduction of these requirements to 1 July 2019, so that trainers and assessors can continue to train while undertaking gap training for a further three (3) months. The Standards for RTOs have been amended accordingly.

Please note that no further extensions to the new credential requirements will be made.

The Training and Education (TAE) Training Package was updated in April 2016. The core units of competency (units) of the Certificate IV in Training and Assessment were updated to include the 'Design and develop assessment tools' and 'Address adult language, literacy and numeracy (LLN) skills'. The core units of the Assessor Skill Set were updated to include the 'Design and develop assessment tools' unit of competency.

To ensure the VET workforce has appropriate skills in designing and developing assessment tools and identifying and evaluating LLN requirements, Skills Ministers agreed to update the training and assessment credential requirements in line with the changes to the TAE Training Package. Trainers and assessors may use this training to contribute towards meeting professional development requirements outlined in the Standards for RTOs.

Those individuals who hold a diploma or higher level qualification in adult education may not need to undertake any further gap training to meet the requirements. RTOs and their trainers and assessors are responsible to confirm contemporary proficiency and relevant industry skills and experience.
Information on the current trainer and assessor credential requirements is available from the VET regulators at the Australian Skills Quality Authority.

2. FURTHER INFORMATION

The Commonwealth Department of Education and Training has published information on its website about the new trainer and assessor credential requirements that apply from 1 July 2019 at https://www.education.gov.au/trainer-and-assessor-credential-requirements.

It includes a list of Frequently Asked Questions (FAQs) which clarify the requirements, including those relating to individuals working under the supervision of a trainer.

These FAQs are also in the Appendix to this update.

Additional queries may be directed to the Commonwealth Department of Education and Training by emailing VETassessment@education.gov.au.

For technical support in relation to this update, contact Training Market Customer Support at training.market@industry.nsw.gov.au or 1300 772 104.
3. APPENDIX: FREQUENTLY ASKED QUESTIONS – NEW TRAINER AND ASSESSOR CREDENTIAL REQUIREMENTS

Why has the implementation date for new trainer and assessor credential requirements been postponed from 1 April 2019 to 1 July 2019?

Why have the requirements changed?

Who do the changes apply to?

What are the requirements from 1 July 2019 for trainers and assessors?

What are the requirements from 1 July 2019 for those who only assess?

What are the requirements from 1 July for those with a diploma or higher level qualification in adult education?

What happens if trainers and assessors don't meet the new credential requirements on 1 July 2019?

Does supervision mean working under the direct supervision of someone on a one-on-one basis?

Can those working under supervision be involved with assessment?

What evidence do I need to provide to show that I have completed the relevant units to meet the requirements?

Can trainers and assessors use credit transfer and/or recognition of prior learning (RPL) to complete the relevant units and meet the new credential requirements?

Will registered training organisations (RTOs) or employers be required to pay for trainers and assessors to undertake gap training to meet the new requirements?

Where can an RTO that delivers the relevant training be found?

Further information

Q: Why has the implementation date for new trainer and assessor credential requirements been postponed from 1 April 2019 to 1 July 2019?

Feedback from the vocational education and training (VET) sector revealed that some registered training organisations (RTOs) might not have met new trainer and assessor credential requirements by 1 April 2019, due to the increased numbers of trainers and assessors accessing gap training. This resulted in some RTOs being unable to keep up with demand to assess and issue relevant documentation by that date. The extension by three months will enable trainers and assessors to continue to train while they complete gap training.

Q: Why have the requirements changed?

In order to drive improvements in the quality of the vocational education and training (VET) sector, the Australian Industry and Skills Committee approved changes to the Training and Education (TAE) Training Package in February 2016. The new requirements will ensure VET students are trained and assessed by a workforce that has strong skills in designing and developing assessment tools and evaluating language literacy and numeracy skills.
In May 2017, all Skills Ministers agreed to update the training and assessment credential requirements for the current workforce in line with the 2016 changes to the TAE Training Package.

In making the decision, ministers were conscious of additional regulatory burden, particularly the impact of gap training on individuals, employers and RTOs, and agreed to provide until 1 July 2019, a lead-time of almost two (2) years, to meet the new credential requirements.

Q: Who do the changes apply to?

RTOs regulated by the Australian Skills Quality Authority must ensure that all nationally recognised training meets the Standards for RTOs 2015, including the trainer and assessor credential requirements.

For RTOs that are regulated by the Victorian Registration and Qualifications Authority or the Western Australian Training Accreditation Council should refer to those agencies for advice on trainer and assessor credential requirements.

Q: What are the requirements from 1 July 2019 for trainers and assessors?

From 1 July 2019, to be compliant with the Standards all trainers and assessors must have:

- the TAE40116 Certificate IV in Training and Assessment, OR
- the TAE40110 Certificate IV in Training and Assessment, plus:
  - either TAE40116 Certificate IV in Training and Assessment, OR
  - the TAE40110 Certificate IV in Training and Assessment, plus:
    - either TAELLN411 Address adult language, literacy and numeracy skills, or its successor, or TAELLN401A Address adult language, literacy and numeracy skills, and
    - either TAEASS502 Design and Develop Assessment Tools, or its successor, or TAEASS502A Design and Develop Assessment Tools, or TAEASS502B Design and Develop Assessment Tools, OR
  - a diploma or higher level qualification in adult education.

Some trainers and assessors who hold the TAE40110 may have completed one or more of the relevant units as electives or as part of ongoing professional development. If trainers and assessors do not currently hold the relevant units, they will need to complete them before 1 July 2019 to meet the new requirements.

Q: What are the requirements from 1 July 2019 for those who only assess?

From 1 July 2019, to be compliant with the Standards individuals who only assess must have:

- TAE40110 Certificate IV in Training and Assessment, plus:
  - TAEASS502 Design and develop assessment tools, or
  - TAEASS502A Design and develop assessment tools, or
  - TAEASS502B Design and develop assessment tools.

Some assessors who hold the TAE40110 may have completed one (1) or more of the relevant units as electives or as part of ongoing professional development. If assessors do not currently hold the relevant units, they will need to complete them before 1 July 2019 to meet the new requirements.
Q: What are the requirements from 1 July for those with a diploma or higher level qualification in adult education?

Those individuals who hold a diploma or higher level qualification in adult education may not need to undertake any further gap training to meet the requirements. The Standards allow trainers and assessors who hold diploma or higher level qualifications in adult education to continue to use those qualifications to deliver and/or assess nationally recognised training, provided that their skills and proficiencies are in compliance with the Standards.

Q: What happens if trainers and assessors don't meet the new credential requirements on 1 July 2019?

Individuals who have not successfully completed the new requirements may continue to train students in line with the existing requirements outlined in the Standards for all individuals working under the supervision of a trainer (Standards 1.17, 1.18, 1.19 and 1.20). The Standards require an RTO to determine and implement the level of supervision required.

Working under supervision does not mean direct supervision of teaching at all times. The RTO needs to consider the level of training and/or assessment skills and knowledge the individual has and put in place arrangements for appropriate supervision and guidance. For example, someone with little or no experience as a trainer will require closer supervision and mentoring than someone who is highly experienced.

The RTO must also ensure that trainers providing supervision monitor and are accountable for all training and collection of assessment evidence by the individual under their supervision.

Under these requirements, the RTO must ensure that the individual:

- does not determine assessment outcomes
- has completed one of the credentials from Item 6 of Schedule 1 in the Standards,
- has current industry skills directly relevant to the training and assessment provided, and
- has vocational competencies at least to the level being delivered and assessed.

Item 6 of Schedule 1 in the Standards requires individuals working under such supervision arrangements to have completed one of the following credentials:

- TAESS00007 Enterprise Trainer – Presenting Skill Set, or
- TAESS00014 Enterprise Trainer – Presenting Skill Set or its successor, or
- TAESS00008 Enterprise Trainer – Mentoring Skill Set, or
- TAESS00013 Enterprise Trainer – Mentoring Skill Set or its successor, or
- TAESS00003 Enterprise Trainer and Assessor Skill Set, or
- TAESS00015 Enterprise Trainer and Assessor Skill Set or its successor.


Q: Does supervision mean working under the direct supervision of someone on a one-on-one basis?

No, those working under supervision are not required to be supervised on a one-on-one basis. The RTO needs to consider the level of training and/or assessment skills and knowledge the individual has, and put in place arrangements for appropriate supervision and guidance. For example, someone with little or no experience as a trainer will require closer supervision and mentoring than someone who is highly experienced.
The RTO must also ensure that trainers providing supervision monitor and are accountable for all training and collection of assessment evidence by the individual under their supervision.

Q: Can those working under supervision be involved with assessment?

Assessment decisions may only be made by a qualified assessor. A qualified assessor may make assessment decisions in conjunction with the person being supervised, who may gather some or all of the relevant evidence. However, the RTO must ensure the trainer providing supervision is ultimately responsible for the assessment outcome.

Q: What evidence do I need to provide to show that I have completed the relevant units to meet the requirements?

For all questions regarding evidence requirements, please contact your VET regulator:

- Australian Skills Quality Authority
- Western Australia Training Accreditation Council
- Victorian Registration and Qualifications Authority

Q: Can trainers and assessors use credit transfer and/or recognition of prior learning (RPL) to complete the relevant units and meet the new credential requirements?

Under the Standards for RTOs, RTOs are required to determine the amount of training they provide to each learner with regard to the learner's existing skills, knowledge and experience. Trainers and assessors may be eligible for credit transfer and/or RPL for some or all of the relevant units, depending on their existing skills, knowledge and experience.

Trainers and assessors will need to contact RTOs directly for assistance with credit transfer and/or RPL. You may search for RTOs that deliver the relevant training on the Commonwealth Government's My Skills website at www.myskills.gov.au.

Q: Will RTOs or employers be required to pay for trainers and assessors to undertake gap training to meet the new requirements?

RTOs and employers are not required to pay for trainers and assessors to undertake gap training. This is a matter for individual organisations to determine.

Q: Where can an RTO that delivers the relevant training be found?


Further information

Specific queries may be directed to the Department by emailing VETassessment@education.gov.au.