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1. SKILLING FOR RECOVERY – POLICY CHANGES

The following changes have been made to the *Smart and Skilled Policy for Skilling for Recovery Initiative*:

- i. Removal of the requirement for all Skilling for Recovery training to be completed by the end of May 2022.
- ii. An additional requirement that Skilling for Recovery training must commence **no later than 31 December 2021**.
- iii. The addition of a “no deferral” clause unless under exceptional circumstances (see Page 3).

Please refer to the updated policy (Version 1.2) at **Attachment A** for further details. Version 1.2 of the policy is also available for download from STS Online > Smart and Skilled Contract Management > Support Documents.

2. SMART AND SKILLED COURSE FINDER SUPPORTING SKILLING FOR RECOVERY

To enable students to access the most current information on training available under Skilling for Recovery, the Department has launched a dedicated “NSW JobTrainer” website, promoting all Skilling for Recovery approved qualifications and the providers that can deliver them, at education.nsw.gov.au/campaigns/jobtrainer.

The website links though to the [Smart and Skilled Course Finder](#) for more provider information, including training delivery locations, delivery modes and provider contact details.

These Course Finder details are also provided to the Commonwealth for publishing on the MySkills website, including the NSW JobTrainer website.

a. Importance of provider data maintenance to ensure currency of Smart and Skilled Course Finder information

To ensure that both the Department's JobTrainer and the Commonwealth's MySkills sites promote the most current information, it is crucial that providers keep their course and delivery information on the Smart and Skilled Course Finder up to date.

Providers who fail to do so may miss out on opportunities to attract students under Skilling for Recovery and Smart and Skilled more broadly.

To review and update your organisation's Course Finder information, please go to the Smart and Skilled Data Maintenance section of STS Online. Detailed instructions on the Smart and Skilled Data Maintenance function are provided in the *Smart and Skilled Data Maintenance User Guide* available from STS Online > Smart and Skilled Contract Management > Support Documents.

3. SKILLING FOR RECOVERY – PRIORITY FULL QUALIFICATIONS FEE WAIVERS

As the result of an audit of Notifications of Enrolment and reported Training Activity Data for all Skilling for Recovery priority full qualifications, the Department has found that there are still a significant number of students eligible for Skilling for Recovery for whom a fee waiver has **NOT** been applied.

These students have been incorrectly enrolled and are paying a fee when their training should be fee-free.

The Department will apply the appropriate fee waiver to these student enrolments (i.e. adjust the student fee to zero) and adjust the corresponding provider subsidy in line with the relevant qualification prices. Future provider payments will accommodate these changes.

Affected training providers will also be notified of these student enrolment details and will be required to refund the relevant students any and all fees paid to date.

So that no student who is eligible for Skilling for Recovery is disadvantaged by paying a fee when they are entitled to fee-free training, the Department reminds all providers to make sure that all eligible students undertaking Skilling for Recovery full qualifications (and who are not already fee-free due to pre-existing Smart and Skilled policies) are enrolled against the appropriate Skilling for Recovery fee waiver.

Detailed instructions on how to enrol students in a Skilling for Recovery Full Qualification are provided in the *Smart and Skilled – Skilling for Recovery Training Initiative Full Qualifications Enrolments Process – Provider Factsheet* available for download from STS Online > Smart and Skilled Contract Management > Support Documents.

4. SKILLING FOR RECOVERY – PRIORITY PART QUALIFICATION STRATEGIES

The Department has also undertaken an audit of Notification of Enrolment data for all Skilling for Recovery priority part qualifications and found that there are a significant number of students enrolled in these part qualifications for whom a government strategy has **NOT** been selected in the Notification of Enrolment.

This means these students cannot be correctly identified against their Skilling for Recovery eligibility category.

The Department has identified students where no government strategy has been applied and will contact all affected training providers. Affected providers will be required to make the appropriate adjustments to the student's enrolment via the Enrolment Maintenance screen in STS Online.

It is important that the appropriate strategy is selected each time a student is enrolled in a Skilling for Recovery priority part qualification so that the Department can meet its commitment to report eligibility numbers by category to the Commonwealth under the JobTrainer Agreement.

Detailed instructions on how to enrol students in a Skilling for Recovery priority part qualification are provided in both the *Smart and Skilled Targeted Priorities Pre-Vocational and Part Qualifications Program – Skilling for Recovery – Redeployment & Youth – Provider Factsheet Redeployment & Youth* and the *Smart and Skilled Targeted Priorities Pre-Vocational and Part Qualifications Program – Skilling for Recovery – Construction – Provider Factsheet* (Versions 1.2 now available as below).

Note: The Department will continue to monitor that all relevant waivers and strategies are correctly applied, so it is important for providers to take extra care when enrolling students in Skilling for Recovery priority full and part qualifications and ensure the correct process is followed. Failure to correctly enrol students entails remedial action for both providers and the Department and may impact on future quality assurance activities as well as Smart and Skilled contract renewals.

5. SKILLING FOR RECOVERY – UPDATES TO PART QUALIFICATION PROVIDER FACT SHEETS

The provider fact sheets for *Skilling for Recovery – Redeployment & Youth* and *Skilling for Recovery – Construction* have been updated as follows:

- Clarification on Page 2 regarding specific Skilling for Recovery requirements in TNI Applications related to employment status and evidence requirements for students “expected to become unemployed”.
- Emphasising the requirement that a **Skilling for Recovery strategy must be populated** when completing the Notification of Enrolment for a student in a Skilling for Recovery part qualification.

Versions 1.2 of the fact sheets are provided at **Attachment B** and **Attachment C** and are also available for download from STS Online > Smart and Skilled Contract Management > Support Documents.

6. REDEPLOYMENT & YOUTH TRAINING NEEDS IDENTIFICATION (TNI) APPLICATIONS – NEW SKILLS BROKERS TARGET GROUPS – FOR INTERNAL DEPARTMENTAL USE ONLY

The TNI Application system has recently been updated with ‘Target Group’ options which include “Skills Brokers (For Internal Use Only)” at the end of the target group name.

These target group options are for internal Departmental use only and should **NOT** be selected in TNI Applications lodged by providers.

7. PROVIDER SURVEY ON SKILLING FOR RECOVERY PART QUALIFICATIONS FOR REDEPLOYMENT & YOUTH AND CONSTRUCTION

With funding for Skilling for Recovery part qualifications training now available, the Department is seeking feedback from providers on their intention of delivering training under this initiative. We are also keen to identify any barriers to participation in the program and any changes that could make it easier for your organisation to access funding and undertake delivery of training.

A link to the survey will be emailed to Smart and Skilled Provider Representatives in the coming days.

The survey is relatively short and provides an opportunity to also give general feedback on areas not covered by the questions.

The Department looks forward to receiving your response.

For support with issues such as system/information access and functionality, reporting and other technical matters, please contact Training Market Customer Support at Training.Market@det.nsw.edu.au. Unless otherwise indicated, please refer enquiries regarding specific operational matters such as Financial Caps and programs/initiatives such as Skilling for Recovery to your Strategic Relationship Manager, as advised in the relevant Smart and Skilled Update.

Please note that this update is for the information of approved Smart and Skilled providers only. If providers require further information for students or employers, please contact Training Market Customer Support, as above, unless otherwise instructed.