



Smart and Skilled

**Policy for the Delivery of the Certificate IV in Training and Assessment
(TAE40116)**

Updated 16 September 2019 (Version 2.0)

Introduction

In February 2016, the Australian Industry and Skills Committee (AISC) approved changes to the Training and Education (TAE) Training Package. In November 2016, the COAG Industry and Skills Council agreed to incorporate these changes into the credential requirements for trainers and assessors.

The new (TAE40116) contains two new core Units of Competency. They are:

- Design and develop assessment tools (TAEASS502)
- Address adult language, literacy and numeracy skills (TAELLN411)

The Standards for Registered Training Organisations 2015 (the Standards) have been amended as a result. For information on the new requirements please see the Standards for Registered Training Organisations section at the end of this document.

Smart and Skilled funding for TAE40116 and TAEASS502

The TAE40116 qualification is on the *NSW Skills List* under the Smart and Skilled Targeted Priorities Full Qualifications Program.

Smart and Skilled funding can be used to deliver this qualification to individuals for whom it is their initial VET workforce qualification.

Who is eligible?

Unqualified VET practitioners (trainers and assessors seeking to obtain the qualification can enrol in the full qualification under the Smart and Skilled Targeted Priorities Full Qualification Program and be granted recognition of prior learning (RPL). This includes individuals who:

- Only hold the Assessor Skill Set but not the full qualification and are seeking to also become a qualified trainer
- Have a trainer and assessor qualification that does not meet the minimum qualification requirement under the Standards that will apply until 31 June 2019, e.g. TAA40104.

Non practising VET practitioners seeking training in specific units in TAE40116 can receive funding to be trained in those units under the Smart and Skilled Targeted Priorities Prevocational and Part Qualifications Program.

Who is not eligible?

Smart and Skilled Targeted Priorities Full Qualifications Program and Targeted Priorities Prevocational and Part Qualifications Program funding cannot be used for the upskilling of:

1. currently qualified trainers and assessors (i.e. individuals who hold the previous minimum qualification requirement under the Standards (TAE40110).
2. current assessors who hold the previous minimum skill set requirement under the Standards (i.e. TAESS00001, to meet the new minimum skill set requirements for an assessor under the Standards, i.e. TAESS00011).

This means trainers and/or assessors that hold the previous qualification or skill set cannot undertake a full or part qualification under Smart and Skilled to meet the new qualification or assessor skills set requirements under the Standards.

NOTE:

An assessor who only holds the previous Assessor Skill Set who is seeking to become a trainer can however access Smart and Skilled funding to become a qualified trainer.

The employers (all RTO types) of VET professionals (trainers and/or assessors), including Smart and Skilled providers, or individuals, must bear the cost of professional development for gap training to upgrade to the new qualification or the new assessor skills set.

For example, this means that:

- Training Needs Identification applications under the Smart and Skilled Targeted Priorities Pre-Prevocational and Part Qualifications Program for part qualification delivery of any units from TAE40116 will not be accepted if anyone in the proposed cohort holds the TAE40110
- Providers must not enrol individuals, who hold the TAE40110, into TAE40116 or grant credit transfer and/or RPL under the Smart and Skilled Targeted Priorities Full Qualification Program.
- Providers must not enrol individuals who hold TAESS00001 into TAEASS502.

Furthermore, Providers must not enrol individuals who have TAE40110 or the skill set TAESS00001 into any Smart and Skilled qualification that contains either of the two additional core units in TAE40116. For example, a provider must not enrol an individual that holds either TAE40110 or TAESS00001 in TAE50116 for the sole purpose of upskilling to meet the new qualification or assessor skills set requirements.

Applying to deliver TAE40116 under Smart and Skilled

The Australian Skills Quality Authority (ASQA) requires RTOs to submit applications for the addition to scope for the TAE40116 qualification. If your organisation is successful in adding this qualification to its scope, you can apply to deliver it under Smart and Skilled once it is reflected on www.training.gov.au, in accordance with the *Smart and Skilled Policy for Market Management in the 2019-20 Activity Period* by:

1. downloading the request from STS Online in Smart and Skilled Contract Management > Support Documents; and then
2. completing the relevant sections and submitting the completed request form to your Strategic Relationship Manager (SRM), along with all supporting evidence.

Performance Monitoring

The delivery of TAE40116 as well as any other qualification containing either of the two additional core units under Smart and Skilled will be subject to standard Performance Monitoring under the Smart and Skilled Contract to ensure providers' compliance with this Policy.

The NSW Department of Education will closely monitor student take-up and patterns of delivery, including any credit transfer and/or RPL granted for the remaining units of competency from TAE40116.

Where the NSW Department of Education has found that a provider has delivered or is delivering:

- TAE40116 or the two additional core units under Smart and Skilled to a trainer and assessor who holds TAE40110, or
- TAEASS502 to an assessor who holds TAESS00001,

this will be classified as an Event of Default under the *Smart and Skilled Contract Terms and Conditions*.

This may result in one or more of the following:

- The repayment of any subsidy(ies) received by the provider in relation to the non-compliant training
- Termination or suspension of the provider's Smart and Skilled Contract
- Other variations to the provider's Smart and Skilled Contract, for example the removal of TAE40116 from the provider's Smart and Skilled Targeted Priorities Full Qualifications Approved Qualifications Activity Schedule.

Standards for Registered Training Organisations

Amendments to the Standards requires all individuals:

- Delivering training and assessment for a RTO to have, as a minimum, the new Certificate IV in Training and Assessment qualification (TAE40116)
- To obtain the two core units Design and develop assessment tools (TAEASS502) and Address adult language, literacy and numeracy skills (TAELLN411) by 1 July 2019.

Furthermore, the Standards requires all individuals only undertaking assessment for an RTO to have as a minimum:

- The new Assessor Skills Set (TAESS00011)
- The unit Design and develop assessment tools (TAEASS502) by 1 July 2019.

Note:

The other new unit in TAE40116, Address adult language, literacy and numeracy skills (TAELLN411) is not required for individuals only undertaking assessment under the Standards.

Note:

This Policy should be read in conjunction with the *Smart and Skilled Contract Terms and Conditions* and *Smart and Skilled Operating Guidelines*, which can be accessed at www.training.nsw.gov.au/smartandskilled/contract_policy.html, and the *Smart and Skilled Policy for Market Management in the 2019-20 Activity Period* available in STS Online > Smart and Skilled Contract Management > Support Documents.

© State of New South Wales through Department of Education 2019. You may copy, distribute and otherwise freely deal with this publication for any purpose, provided that you attribute the Department of Education as the owner.

The information contained in this publication is based on knowledge and understanding at the time of writing (September 2019) and may not be accurate, current or complete. The State of New South Wales (including the NSW Department of Education), the author and the publisher take no responsibility, and will accept no liability, for the accuracy, currency, reliability or correctness of any information included in the document (including material provided by third parties). Readers should make their own inquiries and rely on their own advice when making decisions related to material contained in this publication.

For more information

 training.market@industry.nsw.gov.au

 1300 772 104

 training.nsw.gov.au