

Agenda Item 5

Enclosure 2

Paper RC 19/ 03

REGISTRATION COMMITTEE

**Criteria for Assessment Against
Standards of Proficiency**

From : the Executive

FOR DISCUSSION

Report on progress in creating assessment criteria and tests of competence

From the Executive

The assessment criteria and tests of competence are currently in the process of being drafted. Working groups representing the professions met at the end of March and began the process of creating the criteria and tests. Some groups have continued to work on this process since then, including at the meeting of the standards of proficiency working groups on 15th April. Their outputs are being collated and placed in a framework so that the link between the criteria, the tests and the underlying standards is clear. The framework is an Excel spreadsheet. This work is likely to conclude at the end of the week commencing 21st April.

Once the framework has been developed, it will require analysis to identify gaps and shortfalls. The analysis will:

- (i) review the generic assessment criteria and TOC criteria to ensure they are fit for purpose. In particular, it will ensure that each generic criterion is tied to the correct generic SOP statement and is not repeated elsewhere. It will also identify gaps and/or shortfalls in generic assessment and TOC criteria;
- (ii) review the profession-specific assessment criteria and TOC criteria to ensure they are fit for purpose. In particular, it will ensure that profession specific criteria add significant extra value to the generic criteria. It will also identify gaps and/or shortfalls in generic assessment and TOC criteria;
- (iii) identify the methods of carrying out TOCs used in the framework (e.g. viva-style interviews, written tests, observation of practical skills). Having an initial view of this will enable the HPC to begin to consider logistical arrangements that will need to be in place to accommodate different assessment methods.

This phase of work will be undertaken in week commencing 28th April.

Once the analysis has been concluded, the criteria will be sent out for review with working group members, registration committee members and relevant professional colleagues.

A brief for this exercise will be drafted to ensure that the specific nature of the review is clear. This will ensure that the feedback provided is of the highest quality. This brief will be prepared and ready for distribution by 5th May.

The review is likely to run from Monday 5th May to Friday 16th May. During that time, the HPC will stay in contact with the reviewers to ensure that:

- questions they have about the process or technical details can be answered immediately, which reduces the risk that such concerns block the process
- responses are received in a timely fashion, and incorporated on a rolling basis wherever possible
- responses add maximum value to the process
- the HPC is seen by reviewers as being both responsive and active in the development work

It will be very important to be clear that the development of the framework is a process owned and managed by the HPC at every stage, including this review exercise.

The HPC will review all the comments made and make any necessary changes to the framework by 23rd May, before legal review and circulation to Council.