

Verify evidence for assessment

Level 4

Credits 3

Purpose This unit standard is intended for use by people supporting the assessment process.

People credited with this unit standard are able to: prepare for the verification process; verify trainee's evidence; and complete verification process.

Subfield Generic Education and Training

Domain Assessment of Learning

Status Registered

Status date 18 June 2010

Date version published 18 June 2010

Planned review date 31 December 2015

Entry information Open.

Accreditation Evaluation of documentation and visit by NZQA and industry.

Standard setting body (SSB) NZQA National Qualifications Services

Accreditation and Moderation Action Plan (AMAP) reference 0045

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Special notes

- 1 Legislation relevant to this unit standard includes but is not limited to – the Privacy Act 1993.
- 2 **Range**
Evidence requirements for this unit standard are: a minimum of the verification requirements for two different standards.
Verification requirements must include – authenticity attestation; and may include but are not limited to – on-job observation, documented evidence, portfolio evidence.

Elements and performance criteria

Element 1

Prepare for the verification process.

Performance criteria

- 1.1 Verification requirements are agreed with the trainee in terms of type and quantity of evidence to be verified.
- 1.2 Opportunities for collecting evidence are identified in terms of process and barriers to the process.
- 1.3 Verification process is agreed with the trainee in terms of timelines, type and quantity of evidence, resources required, and record required.

Element 2

Verify trainee's evidence.

Performance criteria

- 2.1 Trainee's work performance is verified.

Range includes any of – observation, checking work in progress, finished product.
- 2.2 Documents produced as evidence of performance are verified in terms of authenticity.

Element 3

Complete verification process.

Performance criteria

- 3.1 Verification process is completed in accordance with the assessment guide and standard setting body's requirements.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact NZQA National Qualifications Services nqs@nzqa.govt.nz if you wish to suggest changes to the content of this unit standard.