

**Qualification Title:** New Zealand Certificate in Workplace Health and Safety Practice (Level 3)

**Qualification number:** 3533

**Date of review:** 2 December 2020

This report refers to graduates awarded this qualification prior to: **31 December 2019**

**Final decision on consistency of the qualification: National consistency is confirmed**

#### **Threshold:**

The threshold to determine sufficiency with the graduate profile was determined as evidence of:

Graduates have enhanced skills and knowledge of the health and safety requirements and responsibilities associated with their place of employment and contribute effectively to the wider community. Graduates apply these skills under limited supervision in roles across a wide range of fields.

#### **Education Organisations with sufficient evidence**

The following education organisations have been found to have sufficient evidence.

MOE Number	Education Organisation	Final rating
6012	Northland Polytechnic Ltd	Sufficient
6017	Western Institute of Technology at Taranaki Ltd	Sufficient
6025	Toi Ohomai Institute of Technology Ltd	Sufficient
7856	Site Safe New Zealand Incorporated	Sufficient
8103	The Skills Organisation	Sufficient
8104	Competenz	Sufficient
8136	Connexis Infrastructure ITO	Sufficient
8199	Vertical Horizon NZ Ltd	Sufficient

#### **Introduction**

This qualification is a 40-credit qualification developed by The Skills Organisation. The purpose of this qualification is to provide New Zealand workplaces with people who have the foundation health and safety skills and knowledge to meet workplace health and safety requirements.

The New Zealand Certificate in Workplace Health and Safety (Level 3) offers a good introduction for those wanting to step into the field of Health & Safety and is the first step in a progression pathway for those wanting to develop skills and explore a career in this industry.

This consistency review was conducted over one and a half days with nine providers online via Zoom. A representative from the qualification developer and an observer from The Skills Organisation also attended.

## Final Consistency Review Report

All education organisations bar two had delivered a programme leading to this qualification only once over one year of delivery, in either 2018 or more commonly in 2019. These organisations had altogether 612 graduates over the reporting period. Two education organisations were affected in their attempts to appropriately collect data in 2020 from graduates and employers due to the industries they engage with, which resulted in reduced access and priority in providing feedback to the education organisations.

### Evidence

The education organisations provided a range of evidence to demonstrate that their graduates met the graduate profile outcomes.

The criteria used to judge the evaluation question were:

- The nature, quality and integrity of the evidence presented by the education organisation.
- How well the organisation has analysed, interpreted and validated the evidence, and used the understanding gained to achieve actual or improved consistency.
- The extent to which the education organisation can reasonably justify and validate claims and statements relating to the consistency of graduate outcomes, including in relation to other providers of programmes leading to the qualification.

### Evidence provided included:

- Confirmation that the education organisations had a coherent programme of study or programme of industry training which ensured that programme components led to the graduate profile.
- Programme review with useful information following the first year of delivery.
- Evidence of internal and external moderation that assured that the programmes were assessed at an appropriate level.
- Records of feedback from graduates and employers/supervisors, mostly via survey or phone, confirming that the programme had provided graduates with a range of skills aligned to the graduate profile and appropriate to the level of the qualification.
- Destination data from the few providers where students were not in employment prior to study.

### **How well does the self-assessment and supporting evidence provided by the education organisation demonstrate that its graduates match the graduate outcomes at the appropriate threshold?**

Education organisations submitted a limited range of evidence that could be triangulated to demonstrate that their graduates match the graduate outcomes at the appropriate threshold. For some education organisations this was the first Consistency Review they had participated in. For those education organisations already familiar with consistency review it was an opportunity to provide current and timely data as most programmes were delivered over the previous year. Overall, most education organisations relied on one or two sources of evidence to demonstrate consistency and there is an opportunity for improvement.

Most organisations provided good programme evidence that aligned their programme of study with the GPOs. Whilst moderation evidence was mixed, most organisations were able to provide evidence of a coherent moderation plan and delivery with results that demonstrated the suitability of assessment in terms of supporting graduate consistency with the graduate outcome.

## **Final Consistency Review Report**

Every education organisation undertook surveys to gather feedback. The quality in method and design was variable and some methods require review. Quantitative responses to high level questions resulted in limited information for review and analysis. It was not always clear to the Reviewer how the use of these surveys benefited information gathering to the organisation. Where methodology was implemented well, education organisations have a sound understanding of their graduates and have used feedback to further review and develop the programme.

Overall, the self-assessment and supporting evidence supplied, by those organisations found sufficient, demonstrates that their graduates meet the graduate outcomes at the determined threshold.

### **Special Focus** (includes special focus on a strand or outcome)

None

### **Examples of good practice**

Generally, education organisations utilised the GPOs as a basis to gather feedback and information from graduates and employers, mostly replicating the GPOs in survey questions. Two education organisations designed questions to better reflect the specific skills and knowledge and were framed to be relevant and make sense for the employer or graduate so they can give authentic feedback. One education organisation included the opportunity for graduates to provide examples for each GPO. As a result, more useful feedback, qualitative and quantitative, was available for analysis and review for these education organisations.

### **Issues and concerns**

Destination data was lacking, the vast majority of graduates were already employed and engaging in training while they worked. As a result, few education organisations looked to explore any destination related evidence to support consistency with graduate profile. Such as changes to or impact on employment status / role / responsibility / function.

### **Recommendations to Qualification Developer**

The Skills Organisation, the transitional industry training organisation, has been assured by the Consistency Review that the Workplace Health and Safety Practice qualifications are robust, relevant to the various industries who engage their trainees in the training and assessment, and valuable for seeking employment with the achievement of the Level 3 and Level 4 qualifications.

The feedback received from organisations delivering the Workplace Health and Safety Practice qualifications was very positive. The Consistency Review showed that the next review of the qualifications will not require much change to the Graduate Profile Outcomes or the Strategic Purpose Statements of the Level 3 and the Level 4 qualifications. Both qualifications lead to employment. Trainees who enrol in the qualification continue to work with employers who want to enhance their employee skills and knowledge of the legislation and regulatory requirements the Health and Safety at Work Act 2015, including any industry specific codes of practice, guidelines and standards.