

## **AMAP for Hospitality**

### **Review of *Hospitality Standards Institute* AMAP [Ref: 0112]**

The Hospitality Standards Institute (HSI) has completed the review of the Accreditation and Moderation Action Plan (AMAP) above.

#### **Date new version published**

**September 2008**

The next AMAP review is planned to take place during 2012.

#### **Summary of review and consultation process**

The review commenced in February 2007. Stakeholders were notified through HSI's magazine, Network, and accredited providers were invited by letter to submit written feedback to HSI. Stakeholder workshops were held with tertiary and secondary providers and with industry, through HSI's five Sector Committees.

Feedback from these stakeholder groups have informed the review. Final ratification and endorsement was obtained from the Board of HSI.

#### **Compliance with new requirements**

Accreditation requirements will apply with effect from January 2009.

Moderation system requirements will apply with effect from January 2009.

Accredited organisations will be audited for compliance with AMAP requirements from July 2009.

#### **Main changes resulting from the review**

- Contact details updated.

#### **ACCREDITATION INFORMATION (AI)**

##### **Standard Setting Body involvement in accreditation process**

- Visit by industry now only required from Level 3 and above
- Applies at all levels if accreditation covers Australian competency standards.

##### **Visit waiver conditions**

- Circumstances under which the visit may be waived have been reworded for clarity.

##### **Industry or sector-specific requirements for accreditation**

These have been revised to include detailed requirements that were formerly in separate HSI documentation. All requirements are now in the AMAP.

- Criterion 1: requirements added to strengthen stakeholder and industry consultation in programme development and review; requirement to use a holistic and integrated approach to curriculum design, delivery, and assessment

- Criterion 2: requirement added for policies to ensure collaborative arrangements or 'umbrella agreements' do not breach NZQA or TEC requirements; requirement added for the provision of adequate access to library and other research material at NQF Level 5 and above; the requirements for provider assessment environments at NQF levels 1, 2, and 3 and above have been detailed in terms of their degrees of realism
- Criterion 3: requirements for qualifications and experience of teachers and assessors have been detailed covering industry experience, professional qualifications, teaching/training qualifications, and holding unit standard 4098
- Criterion 6: requirements for policies and procedures to cover off-site teaching and assessment are listed
- Criterion 7: has been reworded for clarity
- Criterion 8: has been removed.

## MODERATION INFORMATION (MI)

### Moderation System

- Table of pre-assessment moderation criteria added
- Coverage and intensity of moderation criteria listed
- Operation of moderation cluster groups explained
- HSI's right to visit a provider, in cases of non-compliance or to view a practical assessment have been stated
- Sample size and selection for external moderation have been stated.

### Reporting

- Process for reporting on external moderation and the related timeframe has been explained.
- Providing feedback to Service Skills Australia (SSA) on the Australian Units of Competency has been added.

### Funding

- Charges for pre-assessment moderation and visits resulting from non-compliance with moderation requirements have been added.

### Non-compliance with moderation requirements

- Non-compliance process has been explained in detail.

### Appeals

- Appeal process has been explained in detail.