



Northern Ireland Post Qualifying  
EDUCATION & TRAINING PARTNERSHIP

# **Guidance for Additional Assessment Routes**

## **Advanced Award by Verbal Assessment**

**May 2007**  
(Revised)

**This guidance should be read in conjunction with Advanced Award in Social Work Candidates Handbook ( NIPQETP, July 2005) and Guidance for Candidates Preparing for the Advanced Award in Social Work (NIPQETP, September 2004)**

### **Eligibility Criteria**

This assessment route is designed for those candidates with existing Advanced Award requirements who wish to finish their Award within the existing Post Qualifying Framework.

To be eligible for this route, candidates must:

- be registered with NIPQETP for the Advanced Award
- have existing AASW Requirements (any configuration)

Candidates may opt to take up to two requirements by a verbal assessment route. This must also include core requirements.

### **Assessment Process**

There are two stages to the assessment process:

- 1. Submission of written statement**
- 2. Verbal presentation to the panel**

Candidates will submit a **written statement** outlining the work they intend to present to the verbal assessment panel. This should be no more than 1,000 words per requirement.

**Three copies of the written statement are required.**

The **written statement** will include:

- an **introduction** –outlining their current work setting and primary roles and responsibilities
- **statement of consent and confidentiality**
- **outline of work for discussion** – briefly outlining the piece of work they intend to discuss, placing it within the context of their current practice and highlighting the significant knowledge, skills and value base they intend to demonstrate
- **bibliography** – the basis of the work should be underpinned by a relevant bibliography
- **Line Manager Verification Report**

Candidates will then present their work to the verbal assessment panel. This **presentation** should last up to 30 minutes. It will be followed by panel discussion which will address a range of significant areas with the candidate related to the Advanced Award requirement/s for which accreditation is being sought. The presentation and discussion will last no longer than 60 minutes in total.

The candidate may, if they wish, use written or visual material in support of the assessment.

In preparing for their presentation, candidates may find it useful to refer to the suggested framework for self-evaluation outlined in the **Guidance for Candidates Preparing for the Advanced Award in Social Work (NIPQETP, September 2004)**.

### **The Verbal Assessment Panel**

The Panel will consist of two assessors who will be drawn from the existing pool of Advanced Award assessors and mentors. At least one of the assessors will be an approved academic assessor.

Prior to the panel convening, panel members will have read the candidate's written submission. The panel will listen to the work presented by the candidate and address a range of questions based on the areas of Advanced Award practice to be demonstrated.

Immediately after the discussion, the Panel will complete the Assessment Proforma and agree an outcome and feedback to the candidate.

A Standardisation Panel, consisting of all assessors involved in the verbal assessment panels, will moderate any disputes.

The External Assessor of the PQ Assessment Panel will see all referred and a sample of successful submissions. The External Assessor will also directly observe a number of Assessment Panels in action to ensure standardisation of the process.

All results will be reported to the PQ Assessment Panel and subsequently to the Quality Assurance Board for approval.





## Line Manager Verification Report

**Candidate's Name:** \_\_\_\_\_

**Candidate's Position:** \_\_\_\_\_

**Agency:** \_\_\_\_\_

**Area of Work:** \_\_\_\_\_

**Date of Submission:** \_\_\_\_\_

**Detail of Submission:** \_\_\_\_\_

**Line Manager's Name:** \_\_\_\_\_

**Line Manager's Position:** \_\_\_\_\_

1. Confirm that the submission reflects:-
  - (a) The candidate's own practice
  - (b) That it is typical of the candidate's general performance
  - (c) That it is up to the standard expected in the Agency

2. Please indicate what support was offered to the candidate in the completion of their submission. Please be specific, eg., planned supervision sessions, proformas used, etc

3. Have you checked the submission for breaches of confidentiality?  
Yes  
No

**Signed:** \_\_\_\_\_  
**Line Manager**

\_\_\_\_\_  
**Candidate**

\_\_\_\_\_  
**Date**