



Moderation System

Information for Subscribers

Introduction

Moderation is a system used to ensure that education providers and workplace assessors are making consistent and reliable decisions or judgements about Students assessed work.

Moderation is necessary because any assessment includes a margin of error or variation in standards because of differences in the way that the assessment is interpreted by Assessors.

Moderation changes 2011

Each year, Health Ed Trust will select unit standards for moderation, which will be the same unit standards that NZQA and Careerforce (CSSITO) have selected for that calendar year.

Health Ed Trust will advise Assessors which unit standards are to be moderated.

Assessors are then required to keep all completed samples of these selected unit standards assessments for the calendar year, as they may be required for moderation by Health Ed Trust and Careerforce.

From July to December 2011 Health Ed Trust will moderate the following modules:

ACE Programme modules 1, 4, 7

ACE Advanced Module 4

ACE Dementia – All modules assessed (new course)

New Assessors* – All modules assessed (*less than one year as an Assessor)



We will advise you December 2011 which modules will be moderated in 2012.

100% moderation for:

- A **new ACE course**, for the 6 months after the full course is released. For example July to December 2011 for new ACE Dementia Programme.
 - Rationale: allows HET to promptly identify and correct any assessment problems, and provide constructive feedback to Assessors.
- **All new Assessors** (less than one year since their start date), to offer them prompt feedback.
 - Rationale: provides validation and encouragement of correct assessment processes and promptly identifies any areas for improvement e.g. incorrect interpretation of assessment.

20% moderation for all other Assessors

It is the responsibility of each registered workplace Assessor to keep copies of the assessment materials selected for moderation for the calendar year. The Assessor is to ensure that the assessment is **all completed to the required standard**, as incomplete assessment can affect the moderation result.

The unit standards will be selected for moderation as follows:

- **Selection of 20% of modules assessed by each Assessor within a calendar year**, from modules reported by Assessors on the **Student Progress** reports.
- **Selection from modules reported on the Student Progress** reports will keep moderation close to time of assessment. This:
 - Reduces the risk of lost papers.
 - Provides prompt feedback to Assessors.
- **Selection matches unit standards in the NZQA and Careerforce Annual Moderation Plans** for the calendar year. *See outline on page 1 for 2011.*
- **Assessors must send the modules requested for moderation** to maintain status as a Health Ed Trust Assessor.
- **Health Ed Trust will contact Assessors again** if the modules requested for moderation are not received within 14 days.

The Flowchart on the following page shows your important role in this moderation system. **The two steps you must complete are highlighted.**

Flowchart of the Health Ed Trust Percentage Moderation System

For Assessors

