

## Response to QCA Audit

CYQ found the QCA audit process to be both professional and supportive, describing CYQ's NVQ verification activities accurately and fairly. We are delighted in particular that QCA observed and highlighted several areas of 'good practice'. Overall, we welcome the positive approach and subsequent outcomes, the report identified just four accreditation conditions and they have been completed in the following ways:

### Accreditation Conditions

1. CYQ must ensure that external verifiers working towards V2 collect evidence by verifying NVQ centres and achieve the qualification within 12 months of beginning this role.

**CYQ has met this condition by registering those external verifiers (who do not yet hold V2) for the award (February 2007). Guidance has been included in our External Verifier Handbook to identify that new external verifiers should work towards V2 within 12 months of commencing the role. They will now also have to include evidence of externally verifying both VRQs and NVQs. This guidance has also been added to the External Verifier Handbook, and the Lead External Verifier will monitor those external verifiers working towards V2 to ensure that evidence is gathered from the external verification of both types of awards.**

2. CYQ must revise the existing external verifier Code of Practice so that it meets the regulatory requirements in full and includes reference to appeals against external verifier's decisions. In addition, CYQ must record and monitor each external verifier's compliance with the external verifier Code of Practice.

**CYQ has met this condition by developing a revised external verifier Code of Practice which includes reference to appeals against external verifier decisions.**

3. CYQ must provide its external verifiers with documented guidance on the scope of additional sampling required if standards are not being met.

**CYQ has met this condition by adding additional written guidance regarding sampling to the External Verifier Handbook.**

4. CYQ must ensure that centres nominate a single named point of accountability with responsibility for the overall quality assurance, management and administration of the qualifications offered.

**CYQ has met this condition by adding a section to the CYQ Centre Approval Portfolio to request this information.**

The QCA audit has been a useful self assessment tool as we continue to develop our range of qualifications.

Jean-Ann Marnoch  
Executive Director, Central YMCA Qualifications