

Supporting guidance internal moderation

The model described in this guidance has been developed by a group of employers who have consulted widely across the sector. The model outlines an internal moderation process to confirm the assessment outcome for each NQSW at the end of the Assessed and Supported Year in Employment (ASYE).

The internal moderation process confirms the assessment outcome on behalf of the employer through reviewing and scrutinising the assessment recommendations of individuals. The purpose are consistent across the country.

The process is relevant for all organisations whether they are a large local authority with a significant number of NQSWs undertaking the ASYE, or a small independent or voluntary organisation employing one NQSW every few years.

In this guidance the term ASYE co-ordinator is used, although it is acknowledged that some organisations use different titles for professionals with responsibility for the ASYE programme.

Purpose of internal moderation

Internal moderation combines two distinct activities:

2. Overall management and delivery of the ASYE assessment process

The ASYE co-ordinator, with the support of a senior manager nominated by the organisation, is responsible for the ASYE assessment process. The key tasks include:

2.1 Ensuring the employer has a process for allocating, developing and supporting a sufficient number of ASYE assessors. There should be mechanisms for supporting and developing assessors so that their practice is informed by the relevant professional standards and for supporting and managing those who are not yet meeting these standards.

2.2

