

INSETA ETQA WORKSHOP

ACCREDITATION

PURPOSE OF THE PRESENTATION

- To outline the accreditation requirements
- To clarify the providers' roles and responsibilities in order to retain their accreditation status
- To address the accreditation process
- To provide update on monitoring and auditing of providers
- To clarify channels of communication with the INSETA ETQA

ACCREDITATION REQUIREMENTS

- The provider must succeed in its evaluation as an institution
 - The provider must succeed in its evaluation of its learning programmes
 - This means that:
 - Site visits will be conducted by the INSETA ETQA
 - Learning programmes will be evaluated by the INSETA ETQA
- (see accreditation checklist for a detailed process)

PROVIDERS ROLES AND RESPONSIBILITIES

- The provider must apply for the scope of qualifications/unit standards they intend to provide training on.
- The provider must apply for extension of scope
- Ensure that its scope of accreditation has been updated i.e. where qualifications/unit standards have been reviewed and re-registered, the provider is responsible for updating its scope on those reviewed and re-registered qualifications/unit standards
- Ensures that qualified assessors are registered with the INSETA ETQA and have the scope to assess that particular qualification/unit standard
- Qualified moderators registered with the INSETA ETQA

Accreditation Process



inseta
INSURANCE SECTOR EDUCATION
AND TRAINING AUTHORITY

WORKING TOGETHER FOR A SKILLED TOMORROW

- Key Issues:**
- Viability
 - Resources
 - Qualifications / Unit Standards
 - Short Courses

PROVIDER

Approaches
INSETA

Pre-Accreditation
IIS RA /
INSETA

- IDENTIFY: Work-based / other
- Work through CHECKLIST
- Identify QUALIFICATIONS / UNIT STANDARDS to be delivered
- FACILITATE process

Work-based

Public / Private

Site Visits

Report & Letter

Accreditation

SAQA / NLRD

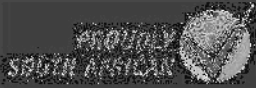
SAQA
Requirements

Monitoring
Auditing
Schedule

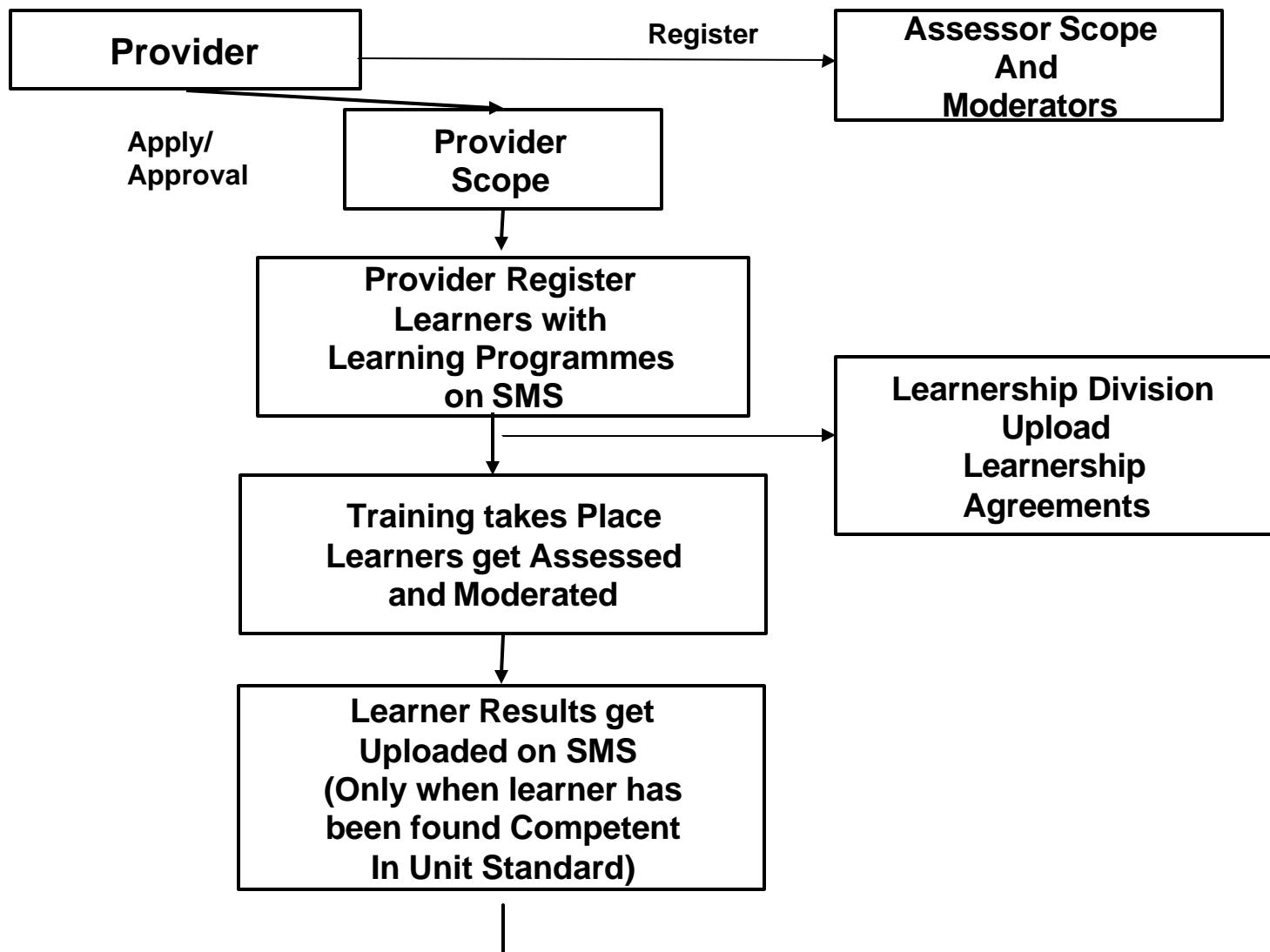
Site Visits

MoU with ETQA

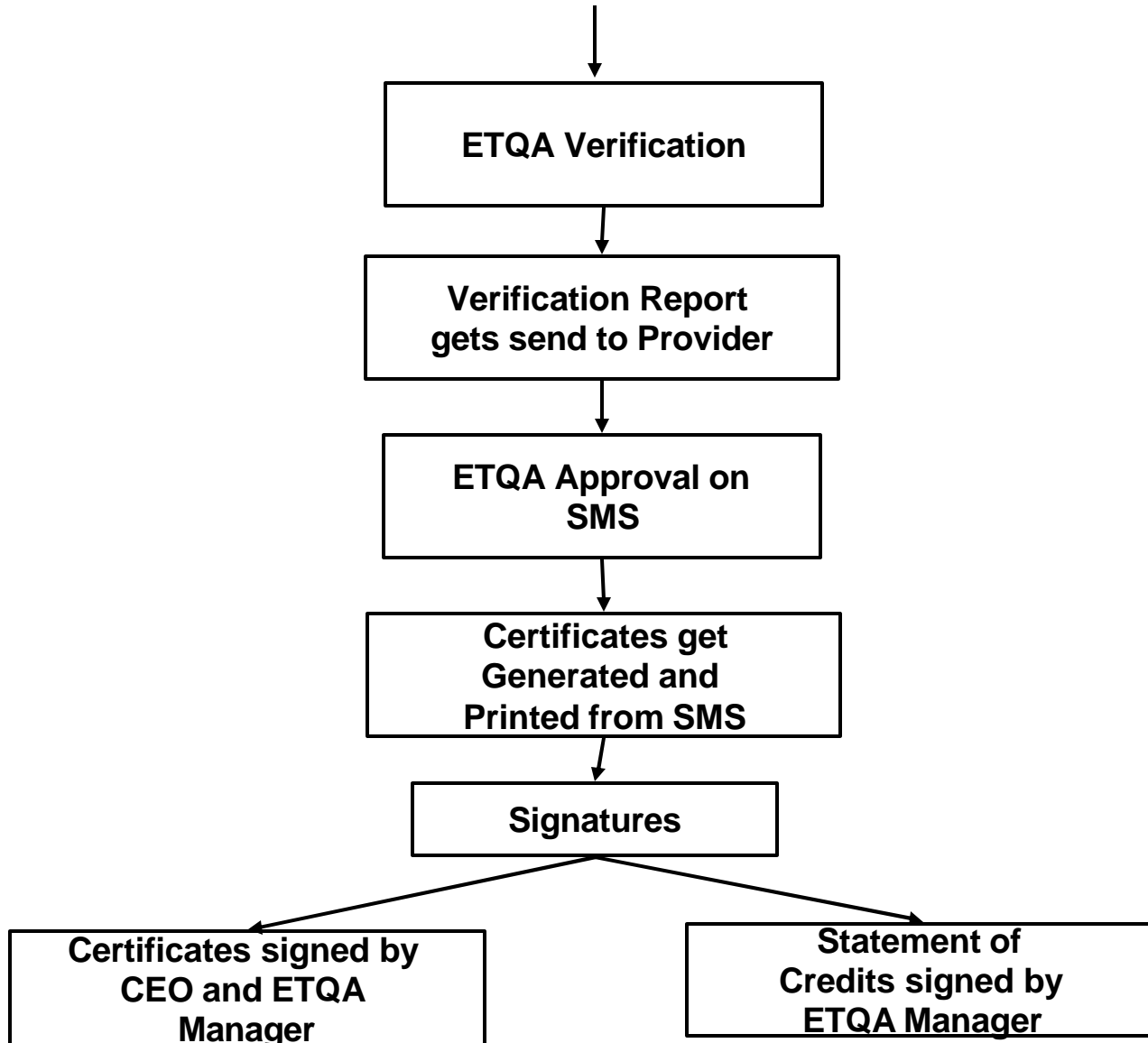
SAQA / NLRD



Inseta Process Flow



Process Flow Cont



THE PROVIDER

- Requests the application form for programme approval
- Specifies the unit standards/qualifications requiring scope for
- Demonstrates evidence of capacity to train, assess and moderate in line with the requested scope
- This applies to providers accredited with INSETA and seeking extension of scope
- The same applies to providers accredited by other ETQAs applying for programme approval on INSETA registered qualifications/unit standards i.e. MoU with other ETQAs

Currently registered Qualifications at NQF Level 2

- 48783 National Certificate: Financial Services Level 2 120 credits
- 14653 National Certificate: Insurance Administration Level 2 120 credits

Currently Registered Qualifications at NQF Level 3

- 49089 National Certificate: Financial Services Level 3 120 credits
- 48494 National Certificate: Financial Services Management

Currently Registered Qualifications at NQF Level 4

- 49649 Further Education and Training Certificate: Long-term Insurance Level 4 140 Credits
- 49529 Further Education and Training Certificate: Long-Term Risk Assessment Level 4 150 credits
- 49356 Further Education and Training Certificate: Medical Claims Assessing Level 4 150
- 49835 Further Education and Training Certificate: Retail Insurance Level 4 140
- 49929 Further Education and Training Certificate: Short Term Insurance Level 4 150
- 57613 Further Education and Training Certificate: Short-Term Risk Management Level 4 160

Currently Registered Qualifications at NQF Level 4 Cont.

- 48640 National Certificate: Financial Services
Management Level 4 150 credits

Currently Registered Qualifications at NQF Level 5

- 49834 National Certificate: Financial Services: Long-Term Risk Assessment Level 5 120 credits
- 57608 National Certificate: Wealth Management Level 5 120 Credits
- 57918 National Certificate: Short Term Level 5 120 Credits

Currently Registered Qualifications at NQF Level 5 Cont

- 49860 National Diploma: Financial Services: Long-Term
Risk Assessment Level 5 245 Credits

MONITORING AND AUDITING

- Monitoring is a developmental process by the ETQA preparing providers for audits.
- A checklist has been circulated to providers and INSETA regional advisors will assist the providers in the monitoring process
- Providers should keep their systems up to date in preparation for the audit
- Updated or reviewed policies and procedures should be in place

THE INSQA TEAM AND THEIR ROLES

- Glen Edwards heads up the division as an ETQA Manager
- Neesha Naidoo – Senior ETQA Consultant: attends to accreditation applications and applications for programme approval
- Nathan Seotsanyana – ETQA Specialist responsible for verification and approval of assessments and moderations in respect of skills programmes
- Tamara Ntombela – ETQA Specialist responsible for verification and approval of assessments and moderations in respect of learnerships.

THE INSQA TEAM AND THEIR ROLES cont.

- William Fisher is an ETQA Administrator in the division responsible for linking providers scope of accreditation, linking assessors and moderators to the provider and approving provider uploads in the SMS
- Itumeleng Motaung is the ETQA Secretary responsible for registration and updating assessor/moderator details

COMMUNICATION WITH THE ETQA

- Provider must have one liaison person for accreditation purposes to maintain continuity/progress
- Inform the ETQA in cases of staff changes/turnover
- Email relevant queries to the following addresses:

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neeshan@inseta.org.za

nathans@inseta.org.za

tamaran@inseta.org.za

williamf@inseta.org.za

itumelengm@inseta.org.za

Call: 011 544 2000

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