

FAQs

Updated: 1st September 2023

What is the CTSI Qualifications Review?

The CTSI Qualifications Review was carried out after consultations with delegates regarding the effectiveness and relevance of the Qualification, and how best CTSI can serve the profession. During these consultations, a number of issues were raised regarding the flexibility of the qualification for candidates and the governance surrounding it.

Who has made the alterations to the Qualifications Framework (QF)?

The alterations to the QF were agreed by Council, after a lengthy process by two working groups whose remit was to look at the governance and the flexibility of our qualification.

What were the two Qualifications Review working groups?

During the CTSI Council meeting in the Autumn of 2022, a decision was made to create two working groups to review the governance and flexibility of the qualification's framework, with the overarching aim to provide recommendations to Council as to how the new framework will look and how it will be implemented.

Both working groups have had their recommendations reviewed and these have now been ratified by Council.

What are the qualification pathways?

The Qualifications Framework has three clear stages;

Stage 1 is aligned to a Level 4 Qualification. Candidates who are successful to this point will achieve a Trading Standards Practitioner Certificate.

Stage 2 is aligned to a Level 5 Qualification. Candidates who are successful to this point will achieve a Trading Standards Practitioner Diploma.

Stage 3 is aligned to a Level 6 Qualification. Candidates who are successful to this point will achieve a Trading Standards Advanced Practitioner.

Additionally, all candidates who complete Stage 3 will also achieve the Chartered Trading Standards Membership status.

What are the new abbreviations?

The purpose of the new abbreviations is to provide clarity for everyone. An outline of the changes is listed below:

- *Qualifications Awards Board (QAB) has now changed to the Qualifications Panel (QP).*
- *Examinations Assessment Board (EAB) has now changed to the Examinations Panel (EP).*
- *The CPCF has been changed to Qualifications Framework (QF).*

What are the mandatory units?

Currently, the only mandatory Unit is Weights and Measures. However, students need to be aware that if they wish to achieve the Diploma, all aspects of Stage 1 and 2 will need to be completed.

What is my pathway if I am completing an apprenticeship?

The Regulatory Compliance Officer (RCO) apprenticeship has been aligned to Stage 1. However, those who are taking the apprenticeship are exempt from Unit 1 and Unit 2. Candidates are still required to sit the exam and complete the assessment for Unit 3, and candidates can also progress onto Stage 2 should they wish.

The Level 6 Trading Standards Professional apprenticeship has been aligned to the following elements of the qualification's framework:

- *The entirety of Stage 1.*
- *Stage 2 elements – Unit 5 & Unit 6.*

For all technical units with the QF, assessments will be required to be taken with CTSI. Upon completion of the Level 6 apprenticeship, apprentices will be able to achieve the Chartered Trading Standards Practitioner Membership.

What are the exemptions?

If you are a Regulatory Compliance Officer apprentice, you are exempt from both Unit 1 and Unit 2. If you are a L6 apprentice, you are exempt from Stage 1 in its entirety, and from Units 5 and 6 from Stage 2.

How will I be assessed?

Candidates are assessed in a variety of ways, depending on the Unit and Stage you are on. These include written exams, reflective statements, case studies, reports, practical assessments, oral assessments, portfolios and professional interviews.

Apprentices will be assessed by their apprenticeship provider. However, what is important is that you claim your certificate from CTSI as this is your proof of exemption from some of the Units.

What are the competency subjects, when will they be introduced?

CTSI Council has agreed the recommendations from the Council flexibility working group to increase competencies that sit outside of the qualification framework.

- *The current competencies available are Animal Health & Welfare and Intellectual Property. These are available to candidates now.*
- *CTSI will also be introducing both Food and Feed competencies in the first quarter of 2024.*
- *CTSI continues to increase the volume of CPPD offerings to support both the profession and businesses.*
- *We have created a dedicated brochure outlining all the training and CPPD offerings.*

What are the timelines for the qualification framework?

The current timeline for the completion of the QF has increased from 3 years to 4 years. CTSI has decided to extend this by one year due to feedback from delegates who told us that they were struggling to complete within the 3-year time frame. Therefore, 4 years offers our delegates greater flexibility.

What changes are there to the LMS?

The LMS now provides an easier use of access with the ability to provide yourself, your trainer and CTSI with progress reports for each of your units you are assigned to. Functions such as note taking are available within each area also.

How will I navigate my way around the LMS?

All users will be given a step-by-step guide to ensure that they can navigate themselves around the site with ease. A link to the guide can be found on the website.

When can I log on to the LMS?

The LMS will be available for students from Monday 4th September 2023.

Where can I find further information?

All information about the QF can be found on the Qualifications and Resources section on our website.

What support can CTSI provide to me?

If you are having difficulty in completing the qualifications, we ask that you speak to your line manager at your local authority in the first instance. However, if you have a specific learning need which may have an impact on you completing the qualification, or if you need us to consider making reasonable adjustments for you during your exams, then please let us know immediately.

How can I contact the qualifications team

All our staff are available to speak with you. You can reach them directly on 01268 582242. You can also send us an email and we will respond as quickly as possible. Our email address is qualifications@tsi.org.