

Online assessments delivered by CTSI - Policy

Online assessments from November 2026

In response to the increasing use of AI tools, CTSI has adopted the following policy in relation to all online assessments within the Qualifications Framework and competency-based programmes. These changes are intended to protect the integrity of the Qualification Framework and assessments delivered.

Key requirements

- From November 2026, all online assessments, including professional interviews, oral assessments, and multiple-choice assessments, must be taken at the candidate's place of work under invigilation.
- The employer must provide a suitable invigilator and send their details to the Education Team a minimum of two weeks prior to the assessment taking place.
- Invigilators will receive guidance on their responsibilities before the assessment, together with the required confirmation form. Invigilation of online assessments will be conducted in line with CTSI's existing written examination invigilation guidance, which applies to these assessments and should be read alongside this policy. This guidance is available on CTSI's website under [nominated person's area](#).
- The invigilator must confirm that all examination rules and regulations were followed throughout the assessment and, where applicable, report any suspicious behaviour to the Education Team.
- CTSI may carry out checks, where appropriate, and investigate any concerns raised about conduct during an assessment.

Purpose and scope

- **Who this applies to** – all candidates across all qualifications and levels.
- **Assessments covered** – professional interviews, oral assessments, and multiple-choice assessments used within the Qualifications Framework and competency-based programmes.
- **Exceptions and alternative arrangements** – where candidates do not have access to a traditional workplace setting, alternative arrangements, such as the use of a central or local authority workplace, may be approved by the Qualifications Team where appropriate. Candidates should contact the Qualifications Team a minimum of 1 month in advance of the assessment to request such arrangements.

Definition of a suitable invigilator

- **Suitable invigilator** – the invigilator must hold a more senior position than the candidate.
- **Who cannot invigilate** – anyone who is undertaking a CTSI qualification at the time of the assessment, these individuals are not permitted to invigilate.

Consequences of non-compliance

- Breaches of these requirements may result in one or more of the following:
 - a) The assessment may be voided.
 - b) Results may be withheld.
 - c) Misconduct procedures may be applied.

Please refer to CTSI's regulations on academic misconduct and integrity, particularly paragraph 4.4 of the [regulations](#). For other AI related policies, please refer to linked policy document AI and CTSI qualifications policy found on CTSI's [website](#).

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Policy owner: CTSI Qualifications Team.