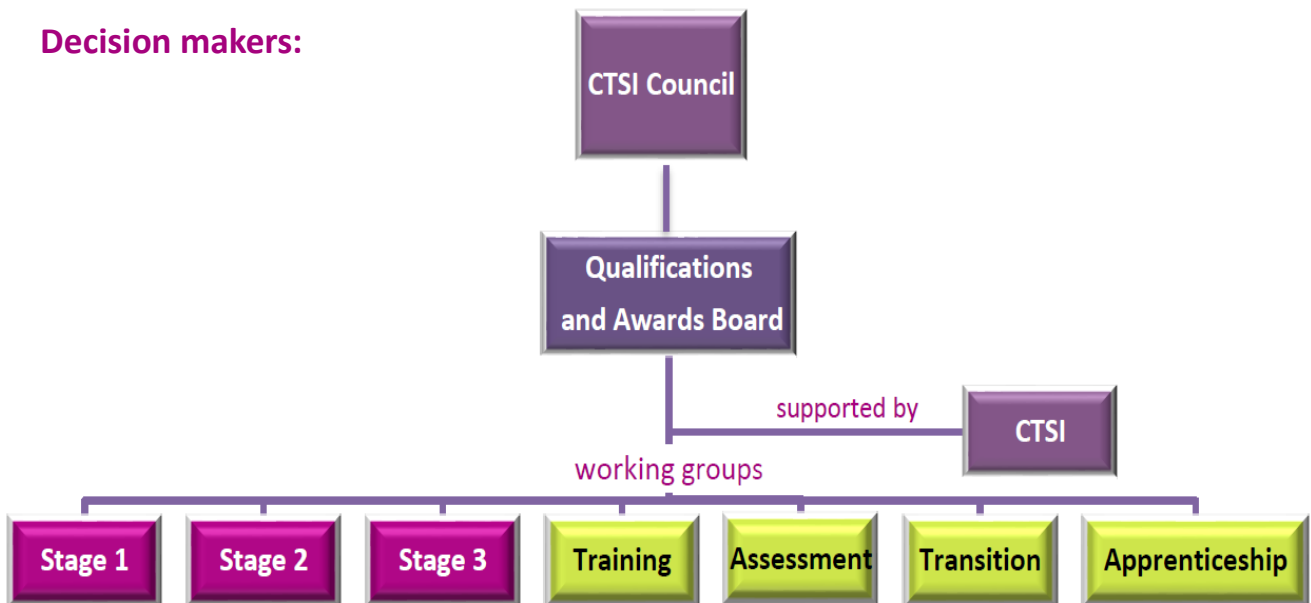


CTSI Professional Competency Framework (CPCF) explained

As a result of the recent qualification review, CTSI Council have identified the needs of the profession and determined that a competency framework for Trading Standards Practitioners (TSP) to work within is required. The CPCF is made up of three awards. Stage 1: Trading Standards Practitioner Certificate; Stage 2: Trading Standards Practitioner Diploma; and Stage 3: Trading Standards Advanced Practitioner.

Changing working practices dictate how and what TSPs need to carry out their duties. Since the last review, more than 11 years ago, trading standards practices have seen a significant shift in focus.

Decision makers:



Experts involved in the development work are a mixture of QAB members, CTSI Council members, ACTSO members, trading standards specialists and highly experienced academics.

Operational Delivery:

Work has commenced looking at the operational delivery aspects of the new framework. The Education Team are currently reviewing:

- Registration process
- Fees
- Regulations
- Assessment processes
- Qualification schedules

Stage 1: Trading Standards Practitioner Certificate (TSPC)

Is aligned to level four of the National Qualifications Framework (NQF) and consists of three units (units 1-3). This stage has been approved.

Working groups continue to look at the assessment methods and the criteria students will need to meet. Work has commenced on assigning examiners and assessors.

Unit 1	Regulatory Environment & Enforcement	2 - hour written exam	2,000 - word Reflective Statement
Unit 2	Business & Consumer Legal Frameworks	2 - hour written exam	2,000 - word Case Study
Unit 3	Trading Standards Law Part 1	2 - hour written exam	2,000 - word Report

Stage 2: Trading Standards Practitioner Diploma (TSPD)

Is aligned to level five of the NQF and consists of three units (units 4-6). This stage has been approved by Council in principle. CTSI continue to work with the Office for Product Safety and Standards (OPSS) to finalise the requirements for legal metrology and expect to have this agreed soon. **Completion of generic portfolio required along with subject portfolio's unless you have the core skills portfolio.**

Unit 4	Legal Metrology (Mandatory)	2-hour written exam	Practical and oral exam Reflective statement Professional interview Portfolio
Trading Standards Law Part 2			
	plus one subjects from:		
	Food Standards	1.5-hour written exam	Oral exam Portfolio
	Feed	1.5-hour written exam	Oral exam Portfolio
	Product Safety	1.5-hour written exam	Portfolio
Unit 5	Investigations		Portfolio Professional interview
Unit 6	Regulating Markets		Portfolio Professional interview

Stage 3: Trading Standards Advanced Practitioner (degree level) (TSAP)

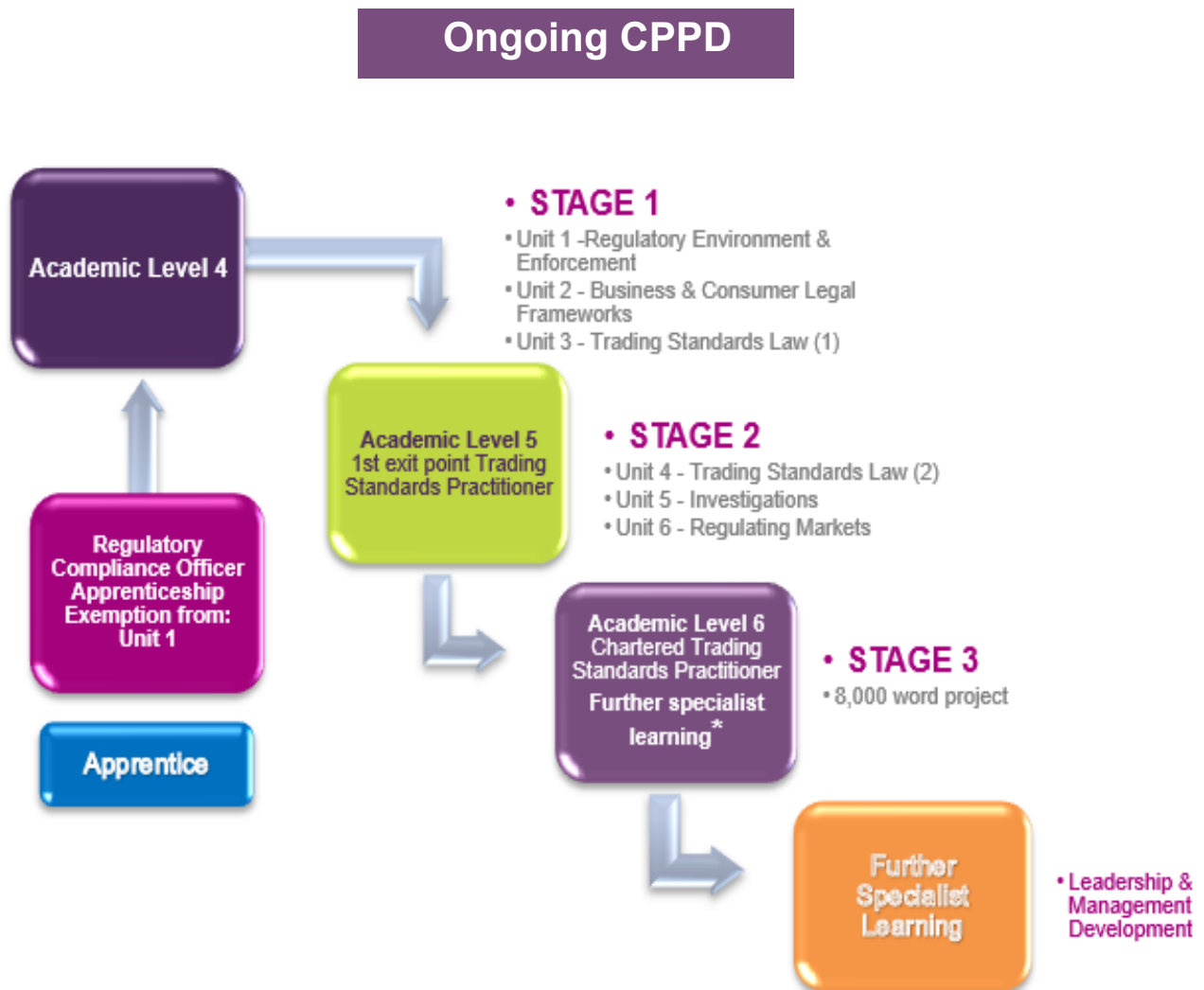
This stage will require candidates to complete and 8,000 word project. The project will be of benefit to either your local authority, your region or the profession as a whole.

On completion of this stage you will be awarded the Trading Standards Advanced Practitioner (degree level). This award does not automatically give you CTSP status. You will be required to go through the application process as found on CTSI's website.

Continuous Personal and Professional Development (CPPD)

An essential area of the competency framework is the CPPD requirement. Part of the development was the recognition that learning does not stop once a TSP has qualified (on completion of stage 2) or become a TSAP (Stage 3). Officers will need to continue adding to their knowledge.

The CPCF provides officers with the opportunity to continue with their learning.



Ongoing development considers how this can be achieved.

CTSI's CPPD scheme is free to members of the Institute. This scheme will help candidates to maintain their knowledge and show their competency during the course of completing the framework but also as an ongoing measure post qualification.

For further information on the CPPD Scheme, please see the information on our website:

<https://www.tradingstandards.uk/practitioners/training-development/professional-competency>

Training

The working group that is reviewing training is exploring a new approach to delivery that takes into consideration the need to reduce the amount of time students spend away from their local authority.

Emphasis is on delivering a comprehensive and balanced package and will consider all forms of learning including;

- **Traditional classroom style**
- **e-learning**
- **Pre-recorded tutorials**
- **Telephone tutorials**
- **Digital media Inc. videos/YouTube**
- **Assignments**

In addition to the above, locality of any classroom-based learning as well as the different types of learner are also key areas for consideration.

For further information contact the
Education Team via e-mail:
qualifications@tsi.org.uk