



September Newsletter – Transition to VET Quality Framework

In the midst of running the VET Quality Framework and Risk Management events I have set aside some time to pull together a short brief on transitions to the new VET Quality Framework.

What should you be doing?

As a Priority:

1. Complete a 'find and replace' removing reference to your previous State/Territory Training Authority, replacing with the new NVR
2. Remove associated State/Territory Training Authority logos
3. Update your testamur templates, website and associated marketing materials
4. It is recommended that you complete a risk analysis aligned with the VET Quality Framework
5. Review AQF as there are some improvements that you must implement
6. An internal audit should be considered to ensure you are compliant with the changes
7. Professional development should be completed with staff and other stakeholders, detailing the changes
8. For those RTOs that have not transitioned, I would recommend documenting a transition strategy ready for implementation.

Mapping Standards for Initial and Continuing Registration NVR RTO to AQTF

I have completed a mapping document - [Standards for NVR RTOs to AQTF \(v1.3 – 09/11\)](#). You are most welcome to use it to help you with transition, note that this does not cover the other legislative instruments or the new AQF.

Audit Workshop

To those RTOs that joined us at the **VET Quality Framework and Risk Management events in August and September**, I thank you for your support and feedback and have taken on board your suggestions regarding training in compliance auditing.

I am currently developing a 1 day Internal Audit workshop.

The workshop will focus on process auditing techniques and methodology, including preparation, evidence gathering and analysis. We will look at auditing from the 'coal face' and investigate issues that continue to 'pop up' at audits and ways to mitigate risk. A special email will be broadcast for registrations to attend the workshop. [Contact Ray](#) if you would like a reminder.

Regards

Ray Earl