



Transcend Level 4 Certificate in  
Physical Activity Programming for  
People with Long-term Conditions

**Specialist pathway qualification**

Qualification Specification

All pathways

Version 04: 27 June 2024

[Transcend Author: CEO Stacey Doherty](#)

**FUTURE FIT**  
TRAINING

**M2M**  
ACADEMY

## Welcome!

Welcome to the **Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions**. Transcend is an Ofqual recognised awarding organisation, and this is a qualification that sits on the Ofqual register of regulated qualifications. **It is a specialist pathway qualification that can only be completed in the context of a pathway.** This specification confirms the purpose statement, structure, and delivery conditions for each pathway. It must be read and complied with in conjunction with the *Transcend Centre Recognition Conditions*, *Core and Pathway Unit Specifications* and the *Pathway Assessment Materials*.

Part 1: Qualification Purpose		Page
Qualification scope		03
Qualification summary		06
Qualification structure		08
Part 2: Qualification Delivery Specification		
Qualification resources	Supplementary to Transcend Centre Recognition Condition 5.1	10
Qualification coordination	Supplementary to Transcend Centre Recognition Condition 5.2	12
Qualification delivery	Supplementary to Transcend Centre Recognition Condition 5.3	14
Qualification assessment	Supplementary to Transcend Centre Recognition Condition 5.4	15
Qualification quality assurance	Supplementary to Transcend Centre Recognition Condition 5.5	18
Appendix		
Appendix	Qualification specification version control	23

## Part 01: Qualification Purpose

Qualification Scope			
<p>The <b>Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions</b> is an Ofqual regulated vocational qualification that sits in sector subject area 08.1: Sport, leisure, and recreation. It is integral to a progressive suite of qualifications designed to influence professional development pathways for sport, coaches fitness trainers, and health practitioners.</p> <p>This is a specialist pathway qualification that can only be achieved in the context of a pathway. Learners will develop knowledge of the aetiology, risk factors, medical management, and limitations for exercise across the most prevalent long-term conditions. They will then design and deliver physical activity programmes for real clients at risk of or living with specific long-term conditions characterised within their specialist pathway. Learners will be assessed and certificated in their chosen context to ensure they are qualified to operate only within a specialist scope of practice for client health and safety purposes. The pathways include:</p> <div> <div> Metabolic Specialist  Neurological Specialist  Musculoskeletal Specialist  Cardiorespiratory Specialist </div> <div> Cancer Specialist  Mental Health Specialist  Obesity and Overweight Specialist </div> </div> <p>To achieve the qualification in additional specialisms, the learner must be re-registered onto the qualification in the context of the new pathway. They must then be trained, assessed and quality assurance in this context. The qualification registration fee must be paid on full for each pathway. This is to ensure the same level of rigour via external moderation is completed across all pathways for public confidence and safety purposes.</p>			
Qualification regulation	This qualification is regulated by Ofqual in England. It is published as Level 4 qualification on the <a href="#">Register of Regulated Qualifications</a> and is equivalent to a Level 5 on the European Qualifications Framework (EQF).		
	Regulator reference	<a href="#">603/6921/8</a>	Qualification sector
	Qualification start date	15 Dec 2020	Qualification TQT
	Qualification review date	31 Dec 2026	Qualification GLH
	Qualification credit	17	Qualification DSH
			8.1 Sport, leisure, and recreation.
			170
			70
			100

Qualification awarding	This qualification is solely awarded by <a href="#">Transcend Awards Limited</a> as the recognised awarding organisation regulated by Ofqual in England.																		
Qualification standards	This qualification is aligned to the CIMSPA Professional Standard: Working with People with Long Term conditions.																		
Qualification partners	<p>This qualification and it's specialist pathways are developed by the <a href="#">Transcend Founder and CEO Stacey Doherty</a> in collaboration with industry specialists <a href="#">Future Fit Training Limited</a> and the <a href="#">M2M Academy Founder CEO Charlotte Maria</a> as technical partners. It is validated though consultation with educators, employers, equality experts. The collaboration and consultation groups remain in place for the lifetime of the qualification to ensure the qualification and its specialist pathways remain fit for purpose.</p> <table> <tr> <th>Pathway</th><th>Technical collaborators</th></tr> <tr> <td>Metabolic Specialist</td><td><a href="#">Future Fit Training</a></td></tr> <tr> <td>Overweight and Obesity Specialist</td><td><a href="#">Future Fit Training</a></td></tr> <tr> <th>Pathway</th><th>Technical collaborators</th></tr> <tr> <td>Cancer Specialist</td><td><a href="#">Mind2Muscle Academy</a></td></tr> <tr> <td>Neurological Specialist</td><td><a href="#">Mind2Muscle Academy</a></td></tr> <tr> <td>Mental Health Specialist</td><td><a href="#">Mind2Muscle Academy</a></td></tr> <tr> <td>Musculoskeletal Specialist</td><td><a href="#">Mind2Muscle Academy</a></td></tr> <tr> <td>Cardiorespiratory Specialist</td><td><a href="#">Mind2Muscle Academy</a></td></tr> </table>	Pathway	Technical collaborators	Metabolic Specialist	<a href="#">Future Fit Training</a>	Overweight and Obesity Specialist	<a href="#">Future Fit Training</a>	Pathway	Technical collaborators	Cancer Specialist	<a href="#">Mind2Muscle Academy</a>	Neurological Specialist	<a href="#">Mind2Muscle Academy</a>	Mental Health Specialist	<a href="#">Mind2Muscle Academy</a>	Musculoskeletal Specialist	<a href="#">Mind2Muscle Academy</a>	Cardiorespiratory Specialist	<a href="#">Mind2Muscle Academy</a>
Pathway	Technical collaborators																		
Metabolic Specialist	<a href="#">Future Fit Training</a>																		
Overweight and Obesity Specialist	<a href="#">Future Fit Training</a>																		
Pathway	Technical collaborators																		
Cancer Specialist	<a href="#">Mind2Muscle Academy</a>																		
Neurological Specialist	<a href="#">Mind2Muscle Academy</a>																		
Mental Health Specialist	<a href="#">Mind2Muscle Academy</a>																		
Musculoskeletal Specialist	<a href="#">Mind2Muscle Academy</a>																		
Cardiorespiratory Specialist	<a href="#">Mind2Muscle Academy</a>																		

Qualification pathway providers	This qualification is designed to be delivered in the context of each pathway through private training providers, colleges, universities and industry employers. It is accessible to providers that are recognised as centres and approved for each pathway separately by the awarding organisation. Applicants and recognised centres are required to evidence compliance with the centre recognition and supplementary qualification pathway conditions to gain and retain status. Those who aspire to offer the neurological specialist pathway must be able to evidence a current M2M ACADEMY LICENCE for duty of care purposes.	
	<b>Applicant centres</b>	<b>Recognised centres</b>
	Access the Transcend Awarding Website to submit a centre recognition enquiry to initiate the process.	Access the Transcend Awarding Management System [TAMS] to create and submit the Transcend Recognised Centre Extension Request Form.
Qualification participants and progression	This qualification is for sport, fitness and health professionals that wish to extend their scope of practice to provide physical activity programmes to people with long-term conditions characterised within a specialist pathway.	
	<b>Employability progression routes</b>	<p>This qualification is integral to a suite of progressive qualifications:</p> <ul style="list-style-type: none"> <li>Transcend Level 1 Award in Instructing</li> <li>Transcend Level 2 Certificate in Gym Instructing</li> <li>Transcend Level 3 Diploma in Personal Training</li> <li>Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions</li> <li>Transcend Level 5 Diploma in Transformational Rehabilitation for People with Neurological Conditions</li> </ul>
	<b>Education progression routes</b>	This qualification may lead to paid employment as a sport, fitness or health professional that specialises in physical activity programming for people with long-term conditions characterised by their specialist pathway.
Qualification endorsements	This qualification is being submitted for endorsement by the Chartered Institute for the Management of Sport and Physical Activity [CIMSPA]. It is aligned to the CIMSPA Professional Standard: Working with people with long term conditions. This qualification is supported by leading education providers and industry employers in this field <a href="#">Future Fit Training Limited</a> and <a href="#">M2M Academy</a> .	

Qualification Overview	
Qualification purpose	<p>The purpose of this qualification is to confirm occupational competence.</p> <p>The sub purpose of this qualification is to confirm the ability to meet legal requirements made by the professional body.</p>
Qualification rationale	<p>The rationale for the development and deployment of the qualification is to influence the transformation of the sport, fitness and health practitioners delivering physical activity programmes to people with long term conditions. It is critical that those offering such services are qualified in context to ensure duty of care to the participants.</p> <p>The prevalence of long-term conditions, predominantly non-communicable diseases, is increasing. Over the next 20 years, diseases attributed to obesity are predicted to add an excess of 544,000 - 668,000 cases of diabetes. We have also moved from people living with single conditions to multiple long-term conditions and comorbidities. The number of people with three or more long term conditions rose from 1.9 million in 2008 to 2.9 million in 2018 and the ageing population and increased prevalence of long-term conditions significantly impacts on health and social care.</p> <p>These issues emphasise the need for physical activity practitioners to adapt to a changing landscape. The workforce that delivers physical activity interventions for people with long term health conditions must develop new or enhance their existing skills to meet increasingly complicated health needs of the population. This specialist pathway qualification is designed as a direct response. Learners will develop knowledge of the breadth of the prevalent long-term conditions. They will then design and deliver tailored programmes with real clients at risk or living with long-term conditions characterised by their specialist pathway. Learners can then achieve the qualification in more than one pathway. This requires them to be registered, trained, and assessed in context to enable them to extend their specialist scope of practice for safety purposes.</p>
Qualification aim	<p>The qualification can only be achieved in the context of a specialist pathway that reflects a group of long-term conditions. The aim is to develop the learner's ability to design and deliver safe, tailored physical activity programmes for people with long-term conditions characterised within their selected pathway.</p>

Qualification objective	<p>The objective of the qualification is to provide a benefit to learners by enabling them to extend their scope of vocational practice as a personal trainer, sports coach or health practitioner. Whilst attending the qualification learners will develop the knowledge and skills to enable them to:</p> <p>Fulfil legal and ethical duties of a physical activity practitioner delivering services to people with long-term conditions.          Drive sustainable behaviour change through evaluation of long-term conditions and promotion of physical activity benefits.          Drive sustainable behaviour change through quality assured programme design and service delivery within a specialist context.          Fulfil deployment expectations delivering physical activity programmes to people with specific long-term conditions.</p> <p>Learners must complete the qualification in a specialist pathway, Successful learners will be competent to deliver safe, tailored physical activity programmes to people with specific long-term conditions characterised within the selected pathway.</p>
Qualification uniqueness	<p>This is the only regulated qualification aligned to CIMSPA Professional Standard: Working with people with long term conditions that qualifies learners to design and deliver physical activity programmes for people with long-term conditions categorised within the specialist pathway only. The rationale is to safeguard people at risk of or living with long term conditions by ensuring that physical activity practitioners delivering such services have been assessed in their specialist context.</p> <p>The <a href="#">Register of Regulated Qualifications</a> provides information on other awarding organisation providers who offer similar provision.</p>

## Qualification structure

This qualification can only be achieved in the context of one of the specialist pathways. The structure of this qualification is comprised of 5 mandatory units. 4 mandatory core units and 1 mandatory unit that represents the specialist pathway. Learners must successfully complete 5 mandatory units to be awarded the qualification certificate in their selected pathway. The qualification certificate will confirm the title of the qualification in the context of the pathway as shown:

Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions [Cancer Specialist]  
 Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions [Metabolic Specialist]  
 Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions [Neurological Specialist]  
 Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions [Mental Health Specialist]  
 Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions [Musculoskeletal Specialist]  
 Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions [Cardiorespiratory Specialist]  
 Transcend Level 4 Certificate in Physical Activity Programming for People with Long-Term Conditions [Overweight and Obesity Specialist]

Learners may complete the qualification in more than one pathway. They can only do this with a recognised centre that is approved to deliver the selected pathway. Learners may be exempt from repeating learning and assessment from the core units via RPL. This will only be accepted where the centre's RPL policy and delivery model has been agreed in advance.

To achieve the qualification in additional specialisms, the learner must be re-registered onto the qualification in the context of the new pathway. They must then be trained, assessed and quality assurance in this context. The qualification registration fee must be paid on full for each pathway. This is to ensure the same level of rigour via external moderation is completed across all pathways for public confidence and safety purposes.



Mandatory Core Units		AO Ref	Ofqual ref	Level	GLH	DSH	TQT	Credit
CU01	Duties of physical activity practitioners delivering services to people with long-term conditions	QU000668	F/618/6328	4	10	20	30	3
CU02	Driving sustainable behaviour change through evaluation of long-term conditions and the benefits of physical activity	QU000670	J/618/6329	5	15	15	30	3
CU03	Driving sustainable behaviour change through quality assured systems and services to people with long-term conditions	QU000672	A/618/6330	5	15	15	30	3
CU04	Deployment expectations of physical activity practitioners delivering services to people with long-term conditions	QU000674	F/618/6331	4	10	20	30	3
Specialist Pathway Units								
Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions [Overweight and Obesity Specialist]								
PU01	Deployment expectations when delivering lifestyle and physical activity programmes for people with obesity and overweight conditions	QU000676	J/618/6332	4	20	30	50	5
Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions [Metabolic Specialist]								
PU02	Deployment expectations when delivering lifestyle and physical activity programmes for people with metabolic conditions	QU000680	L/618/6333	4	20	30	50	5
Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions [Musculoskeletal Specialist]								
PU03	Deployment expectations when delivering lifestyle and physical activity programmes for people with musculoskeletal conditions	QU001252	R/618/6334	4	20	30	50	5
Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions [Neurological Specialist]								
PU04	Deployment expectations when delivering lifestyle and physical activity programmes for people with neurological conditions	QU001255	Y/618/6335	4	20	30	50	5
Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions [Cardiorespiratory Specialist]								
PU04	Deployment expectations when delivering lifestyle and physical activity programmes for people with cardiorespiratory conditions	QU001257	D/618/6336	4	20	30	50	5
Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions [Cancer Specialist]								
PU05	Deployment expectations when delivering lifestyle and physical activity programmes for people with cancer conditions	QU001259	H/618/6337	4	20	30	50	5
Transcend Level 4 Certificate in Physical Activity Programming for People with Long-term Conditions [Mental Health Specialist]								
PU07	Deployment expectations when delivering lifestyle and physical activity programmes for people with mental health conditions	QU001263	M/618/6339	4	20	30	50	5
Summary				4	70	100	170	17

## Part 02: Qualification Delivery Specification

Qualification Delivery Conditions	
<p>This qualification must be delivered in accordance with the <a href="#">Transcend Recognised Centre Conditions</a>. The rules outlined below are supplementary conditions specific to each pathway for this qualification. Recognised centres are required to be approved for each pathway separately for validity purposes. Centres must ensure full compliance with ALL conditions to establish and maintain centre recognition and qualification pathway approval status.</p>	
Qualification Resource Conditions	
<p>The recognised centre is required to supplement RC5.1 of the <b>Transcend Recognised Conditions</b> with the following rules.</p>	
Qualification workforce	<p>The recognised centre must ensure that they evidence workforce competence through tutor, assessor and IQA qualifications as outlined in the recognition conditions. Occupational competence must be evidenced for each pathway through:</p> <ul style="list-style-type: none"> <li>• A degree associated with the context of the specialist pathway being delivered or equivalent</li> <li>• 2 years evidencable professional experience working in an environment with people with long term conditions in the context of the specialist pathway being delivered.</li> </ul> <p>Those who aspire to tutor, assessor or internally quality assure on the neurological conditions pathway must be able to evidence a current M2M Workforce Licence.</p> <p>This qualification can be delivered as a course or as a rolling programme. There are no minimum ratios for tutor/assessors to learners. The maximum ratio of tutor/assessors in a single cohort is 1:24.</p> <p>In exceptional circumstances, the awarding organisation will allow adaptations to this requirement to prevent disadvantage to learners and only where the recognised centre can evidence that learning and assessment will not be compromised.</p>

Qualification venues and equipment	<p>The recognised centre must ensure facilities and equipment are in place to facilitate the full programme of training and assessment for the pathway being delivered. The facilities and equipment must cater for the number of registered learners and the specialist long term conditions characterised within the pathway. Those who aspire to offer the <b>Neurological Conditions Pathway</b> must be able to evidence a current <b>M2M Facilities Licence</b>.</p> <p>The following list of equipment may be relevant dependent upon the long-term condition and each client's unique health needs.</p>	
	Fitness Training Equipment	Fitness Testing Equipment
	<p>The recognised centre is required to ensure that learners have access to a range of fitness training equipment which includes:</p> <ul style="list-style-type: none"> <li>• Mats</li> <li>• Steppers</li> <li>• Treadmill</li> <li>• Cross trainer</li> <li>• Stability balls</li> <li>• Upright cycle</li> <li>• Medicine balls</li> <li>• Elliptical trainer</li> <li>• Rowing machine</li> <li>• Recumbent cycle</li> <li>• A range of resistance machines</li> <li>• A range of free weight equipment</li> <li>• A safe indoor space for movement</li> <li>• A safe outdoor space for movement</li> </ul>	<p>The recognised centre is required ensure that learners to have access to a range of fitness testing equipment to facilitate the following measurements:</p> <ul style="list-style-type: none"> <li>• Blood pressure (manual and digital where available)</li> <li>• Body composition (such as callipers, bio-electrical impedance)</li> <li>• Anthropometrics (height, weight, BMI, waist circumference or waist to hips ratio)</li> </ul>

## Qualification Coordination Conditions

The recognised centre is required to supplement RC5.2 of the **Transcend Recognised Centre Conditions** with the following rules.

### Learner pre-requisites

The recognised centre is required to ensure that prior to registration for the qualification learners are required to:

- be accurately identified.
- be at least 18 years of age.
- be able to evidence a regulated level 3 qualification in sport, fitness, health coaching or equivalent.
- be able to communicate effectively in English if registered in England [reading, speaking, listening, and writing].
- be able to evidence access to clients in an environment associated with the long-term condition in their specialist pathway.

### Learner adjustments

The recognised centre is required to be aware that there are barriers to access for learners who share certain protected characteristics defined by the Equality Act 2010. These are justified for physical and emotional safety purposes and include:

<b>Age</b>	Individuals under the age of 18 are not permitted to attend this qualification for safety purposes. As a result, no adjustments to this barrier can be applied.
<b>Race</b>	Individuals who do not communicate in English to an appropriate standard when registered in England will not be eligible to attend for regulatory purposes. As a result, no adjustments to this barrier can be applied.
<b>Religion</b>	Individuals who are required to wear certain apparel for religious purposes may not be eligible to attend the qualification for safety purposes. This must be reviewed on a case-by-case basis and risk assessment conducted prior to decisions being made. Adjustments to this barrier will only be applied where it is safe to do so.
<b>Disability</b>	Individuals with physiological, psychological or sociological disabilities may find some of the competencies difficult or dangerous to their wellbeing. Each case must be evaluated to determine whether reasonable adjustments can be applied. Adjustments to this barrier will only be applied where it is safe to do so.
<b>Pregnancy &amp; maternity</b>	Individuals who are pregnant or under maternity may find some of the competencies to be detrimental to their health and that of their child. Each case must be evaluated to determine whether reasonable adjustments can be applied. Adjustments to this barrier will only be applied where it is safe to do so.

Reasonable adjustments must be submitted to the awarding organisation on a case-by-case basis to support learners and ensure safety of their participants with LTCs. These should be requested in line with *Transcend Reasonable Adjustments Policy*.

Learner agreements	The recognised centre is required to ensure that every learner signs an agreement to attend all aspects of the training and assessment programme in line with the centre's delivery model for the qualification pathway being delivered.
Learner attendance and achievement records	The recognised centre is required to record all activities including the booking reference, dates, venues, and workforce per learner. Activities refer to applications, initial assessment, learner agreements, pre- course learning, attendance on practical workshops and assessments in the live environment with real clients. It also refers to recording the receipt of learner's portfolios, marking of assessments, recording of results, reassessments, remarks, and all quality assurance interventions. All activities and records must be completed within the learner registration period and subject to effective internal control before making a claim for certification for each learner.

## Qualification Delivery Model Conditions

The recognised centre is required to supplement RC5.3 of the **Transcend Recognised Centre Conditions** with the following rules.

### Qualification delivery model

The recognised centre is required to document their delivery models for each pathway they are approved to deliver. They are eligible to adopt the exemplar delivery model as outlined below. Alternatively, the recognised centre can develop their own models to retain their own USPs. All delivery models must be supported by a documented, training and assessment programme. Inclusive teaching and learning materials should also be in place. Delivery models, programmes and materials must be mapped to the qualification pathway conditions, core and pathway unit specifications. They must comply with the TQT, GLH, learning outcomes, assessment criteria, delivery content and assessment attainment indicators. The delivery models, materials, and the programmes must be agreed in writing by the awarding organisation. This must be recorded for each cohort of learners. All details must be communicated to each learner prior to delivering the qualification pathway in line with the agreed model and programme.

Phase 1: Induction + Remote Learning	Phase 2: Practical Workshops	Phase 3: Practical Placement	Phase 4: Practical Observation
LTC PA Practitioner Role LTC PA Adaption and Benefits LTC PA QA Systems and Services LTC PA Practitioner Deployment Skills LTC PA Practitioner Pathway Specialist Skills	Practical workshops that focus on the design and delivery of physical activity programmes for participants with [dominant] long-term condition within the specialist pathway	Project  Programme design and delivery in the live environment with real clients	Practical observation of the delivery of a session in the live environment with real client in selected specialist context  Professional Discussion
2 GLH 60 DSH	26 GLH	40 GLH 40 DSH	2 GLH
Total GLH: 70 Total DS:100 TQT: 170			

The delivery models must enable all learning, assessment, any reassessment, and quality assurance activities to be completed within a 3-year registration period for each pathway.

## Qualification. Assessment Conditions

The recognised centre is required to supplement RC5.5 of the **Transcend Recognised Centre Conditions** with the following rules. The assessment framework for this qualification is externally set by Transcend as the awarding organisation and marked internally by a qualified assessor within the recognised centre.

Assessment strategy	The recognised centre must ensure the following assessment strategy is complied with. The assessment methods are comprised of a project, portfolio of evidence and practical demonstration with professional discussion.	
	<b>Strategy 01</b>	<b>Project</b> The learner is required to evaluate the role, responsibilities and scope of practice of a physical activity practitioner that delivers services to individuals and groups who are at risk of or are living with long term conditions. The learner must deliberate on methods to empower behaviour change through quality systems, services. Learners must evaluate the range, aetiology and risk factors associated with the range of long-term conditions and the impact of comorbidities and multimorbidity. Learners must then evaluate the need to adapt service provision based upon the differences between the conditions, the facilities and opportunities in the local area.
	<b>Strategy 02</b>	<b>Programme</b> The learner is required to research a particular long-term condition within their selected pathway. They must provide triage for 2 different individual clients. This must include a referral from the health and social care sector and a self-referral from an individual who sits within the scope of the research. The learner must then use an inclusive person-centred approach to devise and agree an action plan. The plan must take account of their clients functional and other biopsychosocial capabilities and limitations considering their medical history including comorbidities, multimorbidity and level of risk associated with physical activity. The learner must then design, deliver, monitor, adapt and evaluate the impact of a 3-month lifestyle and physical activity programme for both clients. Learners must then identify how they might adapt their programme for others with other long-term conditions within the selected pathway.
	<b>Strategy 03</b>	<b>Practical</b> The learner is required to deliver a practical physical activity session with one of their clients from the programming task. The session must be 30 to 60 minutes delivered in a live physical activity environment. This must be observed by a qualified assessor.
	<b>Strategy 04</b>	<b>Professional discussion</b> The learner must attend a 40 to 60 minute professional discussion on all aspects of their project, programme and practical delivery. This will enable them to cover any skills gaps and to authenticate their assessment.

Assessment tasks	<p>The recognised centre that adopts the awarding organisation assessment materials must apply these consistently and in accordance with the guidance. These are designed specifically to promote validity, reliability, manageability, comparability and to minimise any bias. To support learners in the achievement of the assessment tasks the Learner Assessment Portfolio [LAP] is available to all recognised centres.</p> <p>The recognised centres that wish to develop their own assessment materials must submit these with guidance for their assessors to the awarding organisation for approval prior to delivery. These must be supported by detailed mapping to the qualification and pathway conditions, the core and pathway unit specifications. The awarding organisation standards committee will evaluate these for validity purposes. This includes detailed interrogation of the documentation to ensure the assessment strategy has been complied with, the assessment criteria covered in full and the level of demand in each task is accurate and comparable. The recognised centre must not use their own assessment materials without prior written approval from the awarding organisation.</p>
Assessment environment	<p>The recognised centre is required to ensure the assessment tasks are completed in a safe, secure environment. Learners must collate a portfolio of evidence whilst working with real clients at risk of or living with a long-term condition that sits within the specialist pathway. This must be in a live physical activity environment. The practical observation must also be completed with a real client in the live physical activity environment. Learners can submit evidence by video dependent upon the delivery model implemented by the recognised centre. Video submissions must adhere to the awarding organisation rules. The professional discussion can be face to face or via remote web-based methods. Where remote web-based methods are selected steps must be taken to ensure authentication and to prevent any misrepresentation.</p>
Assessment authentication	<p>The recognised centre is required to ensure that the learner completes assessment tasks without support from others. All assessment must be their own work. Assessors should authenticate work during practical observations and professional discussions.</p>
Assessment marking	<p>The recognised centre is required to ensure that a qualified assessor marks the assessment in accordance with the assessment guidance, fair principles and VARCS rules of evidence. This requires the assessment to be equitable, valid, authentic, relevant, current, and sufficient. If learners are dissatisfied with the decision considering these rules' learners should follow their recognised centre's appeals process.</p>



Assessment attainment	<p>The recognised centre is required to ensure that the assessment for each qualification pathway is graded on a PASS/FAIL basis. Assessment criteria and attainment indicators are confirmed in the core unit and each pathway specification. The assessment guidance is also available to support standardisation. These are made available to assessors and learners to support valid and accurate assessment across pathways, assessors, recognised centres and over time. Learners must produce evidence against each task in the context of their pathway. This must be marked in line with the attainment indicators to enable learners to successfully achieve the qualification pathway certificate.</p> <p>The recognised centre's that use their own assessment tasks must create an assessment guidance which aligns to the attainment indicators in the core unit and pathway specifications. This must be approved by the awarding organisation prior to implementation.</p>
Assessment re-takes	<p>The recognised centre is required to ensure learners are granted three assessment opportunities for each component of the assessment. They may be charged for reassessment at their recognised centre's discretion. All assessment and reassessment must be completed within the 3-year period of registration. If learners have not been confirmed as competent by this time, they will not be awarded the qualification pathway certificate.</p>
Assessment re-marks	<p>The recognised centre is required to enforce results to be overturned or re-marked at the request of the internal or external moderators or in the event of a learner appeal. Where a remark is associated with a written piece of work, the recognised centre is required to arrange a remark by an alternative assessor. Where the two outcomes are different, we would expect that a third remark is completed. Where the recognised centre does not have this many qualified assessors, they are required to request support via the <a href="#">Transcend Service Team</a>.</p> <p>With regards to real-time live unrecorded assessment such as placement practical observations and professional discussions, the assessment records should be reviewed. It is then down to the discretion of the recognised centre to investigate and determine whether the assessment decision stands, should be overturned or assessment by al alternative assessor offered [with an IM present]. Where internal moderation has been completed on the original assessment, the decision should ideally stand unless evidence suggests otherwise. Only if learners have exhausted the centre's appeals process should they bring the matter to the awarding organisation, where the appeal will be managed in accordance with the <i>Transcend Appeals Policy</i>.</p>

## Qualification Quality Assurance Conditions

The recognised centre is required to supplement RC5.5 of the Transcend Recognised Centre Conditions with the following rules noting that this qualification and has been assigned a **high-risk profile** based upon the following risk indicators. The areas in green have been selected for this based upon the information contained in this specification. An average of the assigned risk levels was analysed against the context **considering medical complexities** to establish an accurate and consistent risk profile for the qualification and its pathways.

Qualification Risk indicator	Low	Medium	High
Qualification pathway purpose	Personal development	Professional development	Professional practice
Qualification pathway size	Award	Certificate	Diploma
Qualification pathway level	EL3 – L2	L3-L4	L5-8
Qualification pathway assessment method	Portfolio, Practical, PD + Presentation	Portfolio and Practical or PD or Presentation	Portfolio only
Qualification pathway assessment manageability	Real time assessment not required	Real time assessment on course/programme	Real time assessments in workplace
Qualification pathway assessment authentication	Assessor present	Assessor part present	Assessor not present
<b>Qualification Risk Profile</b>	<b>HIGH RISK</b>		

Internal quality assurance	<p>The recognised centre is required to have an internal quality assurance strategy in place which must consider:</p> <ul style="list-style-type: none"> <li>Internal scrutiny of qualification sites [safety checks]</li> <li>Internal scrutiny of qualification workforce [CPD checks]</li> <li>Internal scrutiny of qualification coordination [data<sup>1</sup> checks]</li> <li>Internal scrutiny of qualification delivery [teaching observations]</li> <li>Internal scrutiny of qualification assessment [risk-based moderation]</li> <li>Internal scrutiny of qualification assessment [standardisation activities]</li> </ul>
Internal moderation	<p>The recognised centre is required to conduct risk-based internal moderation activities. Internal moderation is defined as a form of <b>Centre Assessment Standards Scrutiny</b> for assessment which is marked by the centre to ensure that standards have been maintained and to adjust results where they have not. The recognised centre is required to ensure that Internal moderation takes place on each cohort before results are reported to the awarding organisation and requests for certification are made. Sampling strategies must consider the following risk indicators:</p> <ul style="list-style-type: none"> <li>the <b>High</b>-risk profile for each qualification pathway</li> <li>the experience of the assessors in their role as an assessor</li> <li>the experience of the assessors in the delivery of these pathways</li> <li>the assessment method - samples to include professional discussions periodically</li> <li>the assessment method - samples to include practical demonstrations periodically</li> <li>the assessment method - samples to include portfolios across every learner cohort</li> <li>the number of learners registered and whether these attend a course or rolling programme.</li> </ul> <p>The recognised centre should identify a % of learners to be sampled per assessor per course OR a % of learners to be sampled per assessor on rolling programmes within a set period based on risk factors. The set period should be selected based upon the number of learners due for certification.</p>

<sup>1</sup> Data checks must as a minimum consider timely and accurate coordination of the course/programmes and must refer to the delivery venue, fair recruitment, initial assessment, access arrangements, learner agreements, allocation of workforce, attendance, retention, achievements across the assessment and reassessments for each task aligned to the assessment strategy, internal moderation dates, results reporting and certification requests. This data must be captured and subject to internal control for every learner prior to requests for certification being made.

<p>External quality assurance</p>	<p>The recognised centre is required to cooperate with the external quality assurance activities conducted by the awarding organisation workforce. The external quality assurance approach determines the nature, frequency and sampling sizes as shown:</p> <p>Scrutiny of the qualification workforce competence checks on 100% bookings  Scrutiny of the qualification delivery venue and facility safety via risk-based external <b>monitoring</b> activities.  Scrutiny of the qualification coordination timings and accuracy via risk-based external <b>monitoring</b> activities.  Scrutiny of the qualification delivery to prepare learners for assessment via risk-based external <b>monitoring</b> activities.  Scrutiny of the qualification assessment standards via risk-based external <b>moderation</b> interventions.  Scrutiny of the qualification internal quality assurance via risk-based external <b>moderation</b> interventions.</p> <p>The external <b>monitoring</b> activities take place during external <b>moderation</b> interventions. This enables us to evaluate compliance across the breadth of the centre recognition and supplementary qualification pathway approval conditions at the same time as scrutinizing the assessment standards. This enables us to maximise the application of our resources.</p> <p>Our <b>external quality assurance reports</b> may be communicated per moderation intervention in a matrix via email or via the web based in the Transcend Awarding Management System via TAMS. This is dependent on the number of learners to be certificated and the level of compliance of the recognised centre in the delivery of the qualification pathway. We will collaborate with each centre to determine this. The rationale is to ensure efficiency in our reporting and certifications. Where a matrix approach is adopted, these will be collated periodically and uploaded into TAMS for audit purposes. We report the result of each external moderation intervention in the <b>Results Validation</b> section of the relevant <b>Booking Form</b> in TAMS. This is to ensure that an audit of results is accurately, effectively, and efficiently captured and can be viewed by the recognised centre and the awarding organisation workforce.</p>
-----------------------------------	--

External moderation	The recognised centre is required to cooperate with the awarding organisation's risk-based external moderation interventions. External moderation is defined as a form of <b>Centre Assessment Standards Scrutiny</b> for assessment which is marked by the centre to ensure that standards have been maintained and to adjust results where they have not. The moderation strategy shown here is associated with the assessor's experience in delivering the qualification pathway, the <b>high-risk</b> profile assigned to the qualification pathways and the recognised centres risk profile for the pathway they are approved to deliver. The strategy is designed to confirm the scrutiny method [moderation], the frequency of interventions and sample size for learners and assessments.	
	<b>Strategy 01: First assessments per assessor [aligned to the product risk profile which is HIGH]</b>	
	Courses	50% of 30 learners assessment to be moderated across 100% tasks within the LAP <b>per learner</b> for each new assessor
	Programmes	50% of 30 learners assessment to be sampled across 100% tasks within the LAP <b>per learner</b> for each new assessor
	<b>Strategy 02a: COURSE MODEL Ongoing assessments per assessor [based on recognised centre product approval risk profiles]</b>	
	Low risk	20% LAPs to be moderated across 100% tasks within the LAP <b>across</b> learners for each assessor <b>per</b> booking
	Medium risk	25% LAPs to be moderated across 100% tasks within the LAP <b>across</b> learners for each assessor <b>per</b> booking
	High risk	30% LAPs to be moderated across 100% tasks within the LAP <b>across</b> learners for each assessor <b>per</b> booking
	<b>Strategy 02b: PROGRAMME MODEL Ongoing assessments per assessor [based on recognised centre product approval risk profiles]</b>	
	Low risk	20% LAPs to be moderated across 100% tasks within the LAP <b>across</b> learners for each assessor <b>across</b> bookings <sup>2</sup>
	Medium risk	25% LAPs to be moderated across 100% tasks within the LAP <b>across</b> learners for each assessor <b>across</b> bookings
	High risk	30% LAPs to be moderated across 100% tasks within the LAP <b>across</b> learners for each assessor <b>across</b> bookings

<sup>2</sup> The term **across booking** is associated with a period which will be confirmed per centre dependent on the number of requests for certification within that time period. All learners within this time period per assessor will be considered to be a cohort.

External moderation of real time assessments	<p>The moderation strategies for real time assessment are associated with the <b>high-risk</b> profile assigned to each qualification pathway. Real time assessment is defined as assessments where the learner and the assessor are present. In each qualification pathway this refers to:</p> <ul style="list-style-type: none"> <li>• Practical observations</li> <li>• Professional discussions</li> </ul>	
	Real time assessment strategy	
	RTA Strategy 01	<b>EQA Presence and moderation annually</b> as a minimum to all centres, per qualification pathway, per real time assessment.
	RTA Strategy 02	<b>EQA Presence and moderation</b> per centre, per qualification pathway, per real time assessment for every 08 courses or 200 learners on rolling programmes in the annual cycle.

## Appendix: Qualification Specification Version Control

This document is subject to version control. We will request feedback from centres in advance of any change. We will then inform centres of the changes made in advance and will re-publish the specification via our website. All changes will be tracked here and confirmed as an updated version.

Version	Publication date	Publication details
<b>Version 01</b>	15/12/2020	<b>Publication 01</b>
<b>Version 02</b>	01/09/2021	<b>Publication 02:</b> The quality assurance section has been updated to include [CASS] strategies.
<b>Version 03</b>	25/07/2023	<b>Publication 03:</b> The title of the qualification and units adapted for validity and manageability purposes.
<b>Version 04</b>	27/06/2024	<b>Publication 04:</b> All references to <i>Circulatory Specialist</i> updated to <i>Cardiorespiratory Specialist</i> . <i>Dementia Specialist</i> and <i>Chronic Fatigue Specialist</i> Pathways removed. These conditions have been embedded into the <i>Neurological Specialist</i> Pathway. Changes made in line with industry expert recommendations for validity purposes.