

Safety Training Awards External Quality Assurance Fees



Existing members who have been granted Safety Training Awards (STA) approved training centre (ATC) status prior to the 1st August deadline will not be subject to the fees for the initial external quality assurance visit by their allocated external quality assurer (EQA), this only applies during the transition period in 2018.

The external quality assurance fees will apply to all centres granted approval from 1st August 2018.

The EQA's prime function is to provide advice, guidance and support to centres who deliver our qualifications, or who wish to deliver our qualifications to maintain the quality of assessment and internal quality assurance practice within their centre, and ensure our requirements are being met.

Please refer to Safety Training Awards' ATC manual, 'The Structure of External Quality Assurance' for further information on the role of an EQA.

There are many types of external quality assurance monitoring, they are as follows:

- Approval visit
- Approval visit for newly approved qualifications
- Monitoring visit
- Remote desk-based EQA monitoring activity
- Remote desk-based external quality assurance verification by Safety Training Awards.

Once existing members have had an initial external quality assurance monitoring visit and have received the required support from the allocated EQA throughout the transition period of the ATC model, the centre will be subject to Safety Training Awards' EQA fees.

The following fees have been set for external quality assurance monitoring activities:

- **Face-to-face EQA monitoring visit is £250.00 inc. VAT**
- **Remote desk-based EQA monitoring activity is £85.00 inc. VAT.**

The type of external quality assurance monitoring activity chosen will depend upon the centre's experience of delivering our qualifications and the initial risk rating that is determined following the application stage of the process.

Please refer to Safety Training Awards' ATC manual for more information on the methods of external quality assurance monitoring activity (www.safetytrainingawards.co.uk/resources/atc-resources).

Additional EQA monitoring and verification activity may be carried out for centres with a high risk rating arising from quality assurance issues. Depending on the severity of the issues the centre may also be subject to an additional face-to-face EQA monitoring visit which will incur the maximum fee. In these instances, stated above the extra fees will apply and will be invoiced to the ATC, they are as follows:

- **Remote desk-based EQA verification by Safety Training Awards is £25.00 inc. VAT**
- **Face-to-face EQA monitoring visit is £250.00 inc. VAT.**

If any complaints, appeals, maladministration or malpractice issues arise within a centre Safety Training Awards will instruct an EQA to carry out a face-to-face monitoring visit at the centre to address the risk in question, as above the maximum fees will apply.

External quality assurance fees will be invoiced to the centre co-ordinator and must be paid within 28 days of the invoice date. Non-payment of invoices can have an impact on the ATC's risk rating, which may lead to suspensions and sanctions, please refer to Safety Training Awards' Sanctions Policy for more information (www.safetytrainingawards.co.uk/policies).

Safety Training Awards reserves the right to review the above fees and they may be subject to change. Notice will be given to ATCs prior to the above fees being adjusted.