

NVQ in Support Services

Guidance on the use of the Expert Witness

This information is extracted from the Edexcel NVQ Guidance for Centres

Expert Witness evidence

The use of Expert Witnesses is encouraged as a contribution to the assessment of evidence of the candidate's competence in some NVQs, where there are no occupationally competent assessors for occupationally specific units.

Expert Witnesses must have:

- a working knowledge of NOS for the units on which their expertise is based
- current expertise and occupational competence, ie within the last two years, either as a practitioner or manager, for the units on which their expertise is based. This experience must be credible and clearly demonstrable through continuing learning and development. In due course the implementation of regulatory requirements may mean that expert witnesses will need to hold appropriate subject qualifications.
- either any qualification in assessment of workplace performance applicable to the sector or a professional work role which involves evaluating the everyday practice of staff.

Examples of Expert Witness roles

Head Porter

Housekeeper

Office manager

Head of post room

Supervisors in Laundry, Housekeeping, catering, security

Multiple assessor

Where more than one assessor/or an Expert Witness is involved, assessment needs to be co-ordinated. One of the assessors (the MAIN assessor) should draw together all assessment decisions made by specialist assessors, and the contributions from expert witnesses, across the whole qualification and make the final decision of competency.

12- Expert Witness Evidence Record

NVQ title and level:
Candidate name:
Evidence index no:
Where applicable, evidence no to which this testimony relates:
Element(s):
Date of evidence:
Expert Witness name:
Relationship to candidate:
Details of testimony:
I can confirm the candidate's evidence is authentic and accurate. Expert Witness signature: Name: Date:

Please tick (✓) the appropriate box.

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Qualified as an assessor for workplace performance |
| <input type="checkbox"/> | Relevant professional work role that involves evaluating everyday staff practice |
| <input type="checkbox"/> | Current expertise |
| <input type="checkbox"/> | Familiar with the NVQ standards to which the candidate is working |