



Workplace Assessor requirement to hold 4098 – FAQ's

Key message

To meet its obligations to NZQA, the Primary ITO has set a minimum requirement for registered assessors to hold or be working towards achieving Unit Standard *4098 Use standards to assess candidate performance*. We have put this requirement in place for quality assurance and consistency reasons, and to give NZQA confidence that our workplace assessors are meeting the national assessor benchmark.

1. What's in it for me?
Professional development, finally some of the training budget spent on you!
2. I don't have time.
You may want to investigate the shorter option of a day course as this may be a shorter more intense way of achieving the unit standard (note still contains follow up assessment to be completed). You can find alternative providers online.
3. Why wasn't I informed of this when I originally registered as an assessor?
This has been a recent decision by Primary ITO for quality assurance and consistency reasons.
4. This is just another cost on top of everything else.
Yes, this is another form of compliance training and cost, but this is a one off and you will hold this accreditation forever. It does not need to be renewed like Growsafe etc

The Primary ITO course is comparable to other ITO's etc, offering an online 4098 course, in fact we are cheaper, and our course has been tailored to the primary sector.
5. I've been assessing for years with no problems.
Exactly and now you will have formal accreditation for this work you do and the role you play in your business.





6. I don't have the time or the money for this so will have to stop training.
There is no need to stop training. If you find yourself in this situation, please have a chat with your Primary ITO Training Advisor. One option would be to switch from being an assessor to being a workplace verifier instead. This is also an important role that involves verifying the work of the trainee and assists the Assessor in making their assessment decision.

7. I already have unit 4098
That's great, please send us a copy of your certificate or email Quality Support quality@primaryito.ac.nz with your full name and DOB (we can then download your record of achievement from NZQA).

8. I already have another education qualification.
That's great – Please send us a copy for our records. Alternatively email Quality Support quality@primaryito.ac.nz with your full name and DOB (we can then download your record of achievement from NZQA).

9. How long will the on- line course take?
The amount of time will always vary depending on the person but on average it will take around 8 hours including preparing for the assessments.

10. Who can be the observer?
See below for the official answer but in general this will either be a Training Advisor that holds 30421 or it may be a work colleague on site who has both technical and assessment experience.

You will need to ask an observer to watch you undertaking these assessments. The Observer **Must:**

- Hold unit standard 4098, 30421 or the New Zealand Certificate in Assessment Practice level 4 (Ref 2752) or be able to demonstrate equivalent skills and knowledge in assessment.
- Or be a subject matter expert in assessment
- Or be a context-specific subject matter expert with experience in assessment
- Or be a supervisor or manager with experience in assessment.

