

**Pre-Assessment Checklist - RPL - BSBPEF202**

Item 1 of 3

Using the **Pre-Assessment Checklist** template provided, you are required to plan and prepare for assessment, ensuring:

- You have reviewed the **Student Profile & Support Plan - Chris Brown** and have identified the target learner and any additional needs
- You understand the RTOs RPL Assessment policy and your role in the assessment process
- You understand the RTOs recording and reporting policy
- You understand your responsibility to implement reasonable adjustments where required
- You understand your responsibility to offer recognition of prior learning (RPL)
- A mapping matrix for the unit of competency is complete and pre-assessment validation of assessment has been conducted and confirms that it complies with principles of assessment and rules of evidence
- Clear instructions are available for assessors and candidates
- Assessment instruments and resources are prepared and ready for use

Step 1. Systematically work your way through the **Pre-Assessment Checklist** completing all sections to familiarise yourself with the assessment requirements and process.

Step 2. Enter the Core Skills for Chris Brown (you can find this in the Student Profile & Support Plan)

Step 3. Enter the assigned Core Skills levels for the Unit of Competency (Refer to the FSK20119 TAS) .

Step 4. Enter the variance - Identify any gaps between the UoC's required level and learners' actual level.

Step 5. Refer to any general specialist advice (fact sheets) and any **LLN Specialist Advice** and suggested support strategies and document these for each learner.

Step 6. You are conducting an RPL assessment, the student claims to already be able to demonstrate the skills, therefore, reasonable adjustment is unlikely to be required. However, special arrangements are still relevant and these might include accepting video or third party evidence instead of visiting the workplace to do an observation of performance.

Step 7. Determine contextualisation opportunities based on learners' industry and/or work roles to meet learner needs.

Step 8. RPL is an appropriate assessment method for BSBPEF202 for Chris Brown - however, the RPL is not granted unless there is sufficient and valid evidence.

Step 9. If customisation is required, modify the assessment instrument. Modifications are to be entered Assessment Cover Sheet in the Educational Adjustments.

It was determined that the RPL assessment pathway is suitable for this candidate. The candidate was sent an RPL Assessment pack including a Student Handbook, RPL Policy, and suggested evidence the candidate could provide to support their RPL Application.



Upload your **Pre-Assessment Checklist**.

If required, add a note or written response to accompany your submission

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