

## **EXTERNAL MODERATION**

External Moderation is the means by which the Institute for Individual Psychology (the Training Division of the Adlerian Society UK) ensures quality in Adlerian training provision across the Adlerian Regional Centres, offering externality to the providers and credibility to the learners/students. External Moderators have two key functions: 1) to provide active developmental advice in support of quality improvement, and 2) to verify the assessment procedures on a training programme. External Moderators are accountable to IIP, which sets standards for all processes, including moderation.

### **All External Moderators are:**

- practitioners with a relevant expertise in training, preferably in Individual Psychology;
- committed to equal opportunities in the provision of counselling training;
- trained and supported by IIP;
- professionals who follow IIP procedures promptly and accurately.

### **External Moderation offers:**

- a model of support to assessment and critical advice;
- a rigorous approach to assessment and confirmation of learner/student achievement;
- objective, quality feedback to the provider and to IIP;
- staff development;
- an active process of continuous development of the course.

## **ASSESSMENT SAMPLING**

### **Aims of sampling**

- to ensure that assessment criteria at different levels are applied consistently and appropriately;
- to ensure that different methods of assessment are applied consistently and accurately;
- to ensure assessment criteria are interpreted consistently in borderline cases;
- to ensure there is sufficient evidence to demonstrate that the learning outcomes have been achieved;
- to ensure that IIP standards are met, e.g. on IIP Awards.

**Assessment sampling during the training programme will include:**

- a range of learners/students;
- a range of levels (where appropriate);
- all borderline cases;
- examples of different methods of assessment;
- examples of work assessed by all tutors for all groups (with a minimum of 3 portfolios or 30% of the number of students, whichever is higher). To this number must be added the assessed work by all borderline/not yet ready learners/students.
- a random sample of assessed work may be requested by the External Moderator.

The progression of individuals is crucially tied to standardisation. IIP provision is intended to promote access to those who may not have acquired the more traditional qualifications and is underpinned by a philosophy of continuous opportunity for learning. IIP Certificates and Diplomas must have credibility and currency both nationally and internationally.

The status of IIP Certificates and Diplomas, therefore, depends on the standardisation which assessment sampling provides.

**External Final Moderation Meeting**

The External Moderator will negotiate the format and arrangements for the final moderation meeting with the Internal Co-ordinator. The External Moderator will indicate in advance what sample of assessed work they wish to see. If possible, all tutors who are involved in internal moderation should attend and, if practical, a visit to the learning environment by the External Moderator should be organised in order to meet with the students.

The internal Moderation Co-ordinator is responsible for:

- ensuring all Internal Moderators are aware of the date;
- booking the venue;
- arranging for the minutes to be taken;
- agreeing and producing an agenda with the External Moderator;
- ensuring appropriate samples of work, are brought as agreed with the External Moderator;
- providing a completed Completion of Moderation Form for the External Moderator's signature (see below)

The Final Moderation Meeting will also allow for discussion of issues arising from the annual run of the programme and for recommendations from the internal moderation process to be fully communicated to the External Moderator.

The External Moderator's Annual Review Report will be sent to the relevant Adlerian Centre, to IIP and to the Internal Co-ordinator who is responsible for disseminating its contents to all tutors and for including the External Moderator's recommendations in the Annual Review of the programme.

**Completion of Moderation Form**

Each learner/student is issued with a Completion Form. This will be completed by the tutor, and countersigned by the Internal Moderator and then by the External Moderator, to indicate that assessment sampling has taken place. It also indicates that agreement has been reached between the learner/student and the tutor.

No Completion Form may be signed by the External Moderator unless it has already been signed by the Internal Moderator.