

# Welcome

The webinar will start promptly at 12 noon EST

## Making the Most of the RPL Quality Assurance MANUAL

Promoting RPL and Enhancing Quality Practice



Please mute your  
microphones



Please use  
no video



Session will be  
recorded and made  
publicly available



Add your comments  
and question to the  
'Chat' section

In the event of a  
technology failure,  
we will attempt to  
reconnect. If the  
disruption is more  
than 15 minutes, the  
session will be  
rescheduled.



# **Making the Most of the RPL Quality Assurance MANUAL**

**Promoting RPL and enhancing quality practice**

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**Sponsored by  
The Canadian Association for Prior Learning  
Assessment (CAPLA)**

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# About the webinar

- The importance of ensuring quality in RPL processes
- The urgent need for RPL in Canada
- Intention, content and use of CAPLA's RPL Quality Assurance MANUAL
- Using RPL to promote the development of individuals in the workplace
- Potential impact of RPL and THE MANUAL on public policy



# Quick Overview of CAPLA

- ❑ Advocates for formal recognition of knowledge, skills and abilities acquired through work and life experience
- ❑ Provides professional development opportunities (webinars, yearly conferences, training)
- ❑ Partners with a range of stakeholders to bring about change
- ❑ Began in 1994, incorporated not-for profit, Canada's only PLAR membership organization, an elected Board of Directors



# Recognition of Prior Learning



# Quality Assurance and You!

Think about some of the decisions you make every week:

- What to buy?
- What to eat?
- Where to eat?**
- What to read?
- What music to listen to?
- Where to travel?



# Quality Assurance and You!

Think about some of the decisions you make every week:

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# Quality Assurance...

Minimizes mistakes or defects  
in manufactured products and avoids problems  
in the delivery of services to customers or clients

Helps us to make decisions with confidence  
based on the observation that the product or service  
consistently meets our requirements and/or standards





# Nowhere is this more true than in the delivery of RPL services!

We want to ensure that everyone involved in RPL has confidence in the decisions made as an outcome of the RPL process:

- Learners
- Employers
- Educators
- Trainers
- Career Development Practitioners
- Settlement Workers
- Human resource Specialists



# The CAPLA QA MANUAL

enables organizations and institutions to  
**develop, implement and evaluate** RPL processes.

Ensuring quality systems and processes will enable us, as a nation, to work towards an integrated national system of RPL to help address pressing national issues.



# What are these issues?

1

Skills and knowledge often not recognized

2

Canada has a highly mobile workforce

3

In a typical year, Canada welcomes 250,000 immigrants

4

Canada learning recognition system is still provincial / territorial based



# According to the Conference Board of Canada\*, if we could develop a national RPL system...

## Financial

- \$16,000 - \$20,000 average annual personal gain
- \$13 - \$17 billion in annual income generated nationally

## Personal

- Higher personal satisfaction
- Increased social cohesion
- Increased flexibility

## Other

- A more informed citizenry with inherent continuous economic, social, cultural benefits

\*From the Brain Gain, 2015



# Overview of CAPLA's RPL Quality Assurance Project



PURPOSE



TIMELINE



FUNDING



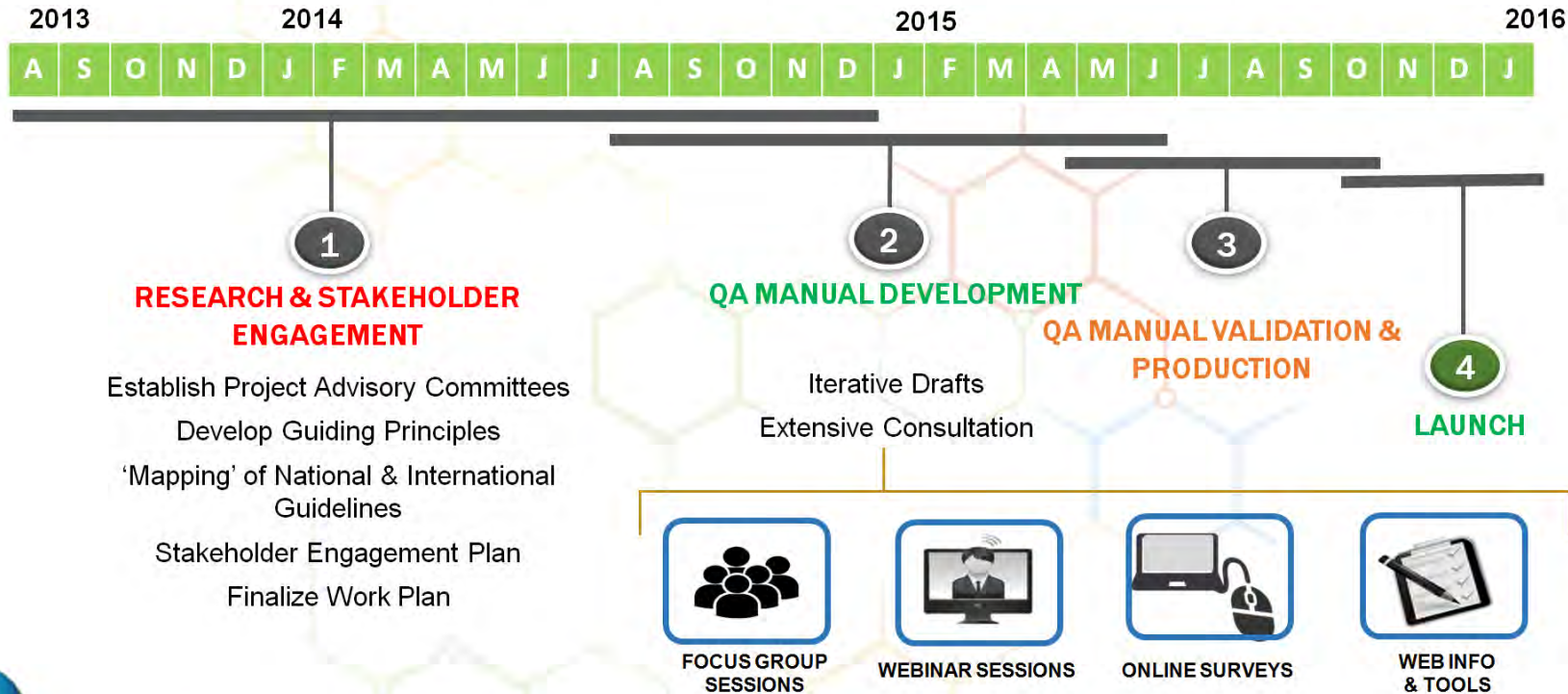
COMMITTEES

Manual based on pan-Canadian Quality Assurance Guidelines for Recognition of Prior Learning to:

- 1 Enhance the Quality of RPL Practices
- 2 Contribute to Organizational Effectiveness
- 3 Promote Labour Force Development



# Overview of CAPLA's RPL Quality Assurance Project



# Organization of the RPL Quality Assurance MANUAL

- 1 Introduction
- 2 Quality Assurance & RPL Systems and Services
- 3 Capacity Building: RPL Integration and Partnerships
- 4 Assessment: Methods, Tools and Processes
- 5 Next Steps
- 6 Appendices



# Other Key Features

## Illustrative Case Studies

- ▶ Actual stories
- ▶ Different contexts
- ▶ Focus on elements of quality practice

## Self-Audit Checklists



## Examples from Different Perspectives

- ▶ Individuals
- ▶ Institutions
- ▶ Organizations
- ▶ Employers
- ... and more





# About the Introduction

- Definition of RPL
- Purpose of THE MANUAL
- Potential users
- Organization
- Canadian imperative for RPL
- Benefits of using RPL



# About QA and RPL Systems and Services

- Guiding Principles for Quality RPL Practice in Canada
- Six Steps for Quality RPL



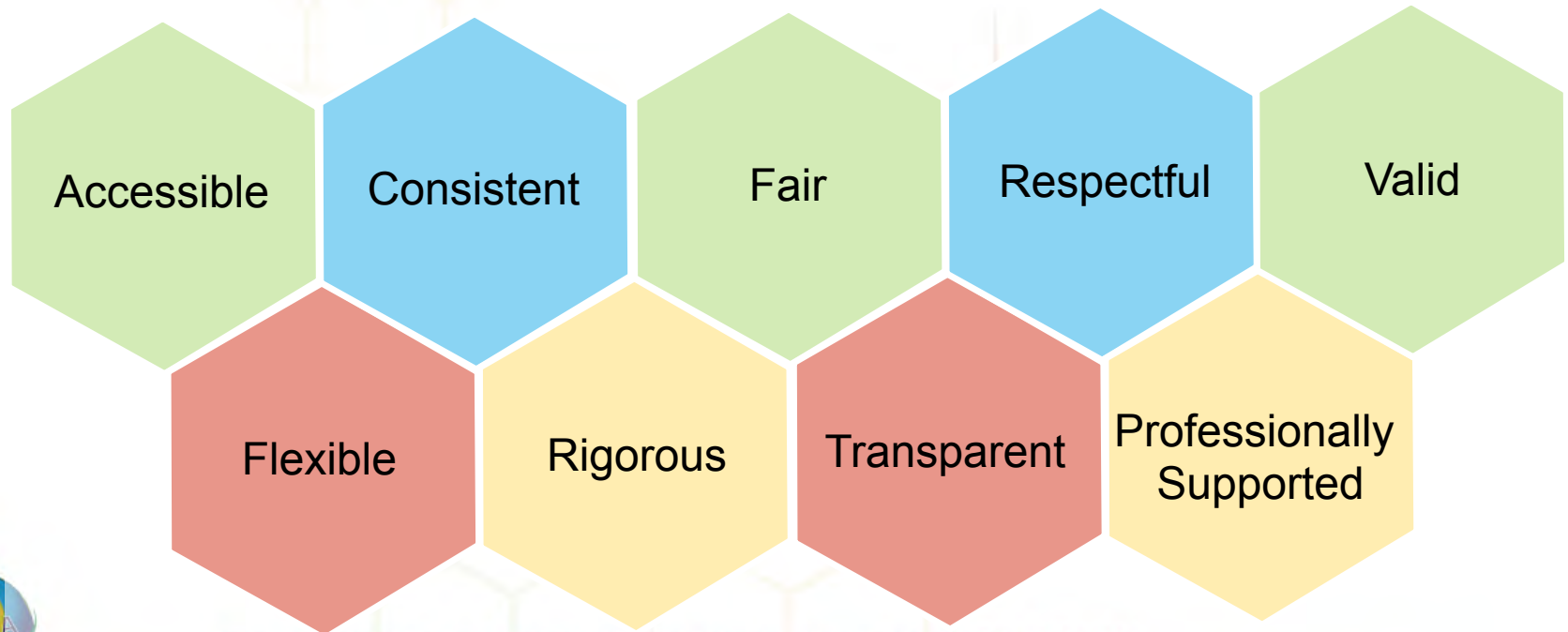
# About QA and RPL Systems and Services

**Guiding Principles** for  
Quality RPL Practice in Canada

**Six Steps** for Quality RPL



# Guiding Principles for Quality in RPL Practice



# THE MANUAL

## 6 Steps for Quality RPL\*

Each statement describes what an RPL Practitioner needs to do in a Quality RPL process. Below each statement is the corresponding action for an Individual who uses RPL.



# Capacity Building

## RPL Integration and Collaborative Relationships

- Organizational development
- Linking RPL to mission and values of organization
- Communication
- Partnerships and collaboration with stakeholders
- Importance of RPL training and development – advising, assessing and administrating



# Assessment

## Methods, Tools and Processes

- Uses:** Formative and summative
- Criteria:** Learning outcomes, occupational standards, competencies
- Tools – examples:**
  - Self-assessment
  - Observation/demonstration
  - Interviews/oral assessments
  - Evidence collection
  - Portfolio
  - Written examinations
  - Credential or qualification evaluation
- Assessment and accountability**



# RPL Quality Assurance Self-Audit Checklists: Auditing Your Program or Services

## RPL QA Self-Audit Checklists

- ✓ Guiding **Principles**
- ✓ Six **Steps** for Quality RPL Systems
- ✓ Quality RPL **Systems**
- ✓ RPL Quality **Procedures**





# What's in the “Appendices”?

**A: The Glossary**

**B: A list of useful RPL publications**

**C: RPL Toolkit (with all self-audit checklists)**



# RPL at Work

Promoting the development of RPL quality systems to:

- Enhance organizations
- Support the professional and personal development of individuals



# 6 Steps for Quality RPL



EXAMPLE  
**Employer**

**HIRING**

RECRUITMENT AND  
SELECTION

1. Explain RPL process
2. Provide information on expected requirements
3. Explain assessment processes
4. Conduct assessment
5. Provide assessment results

## Job advertisement

Criterion referenced =

- Job description
- Statement of expected competencies

## Job interview & selection

- Behavioural
- A focus on what the candidate

## Candidate feedback



# 6 Steps for Quality RPL



## EXAMPLE Employer RETENTION

PROFESSIONAL  
DEVELOPMENT,  
TRAININGG

1. Explain RPL process → **Company policies and procedures**
2. Provide information on expected requirements → **Performance evaluation tool**  
Criterion referenced =
  - Job description
  - Statement of expected competencies
3. Explain assessment processes → **Performance evaluation process**
4. Conduct assessment → **Employee feedback and personal professional development plan**  
Ongoing feedback, support, review
5. Provide assessment results



# 6 Steps for Quality RPL

1

2

3

4

5

6

1. Explain RPL process
2. Provide information on expected requirements
3. Explain assessment processes
4. Conduct assessment
5. Provide assessment results

→ **Preparation and support**  
Information

Diagnostic assessment  
• Self-assessment options

→ **Formal assessment**

- Recognition of competence
- Gap identification ► action plan
- Re-assessment
- Entry to labour market



EXAMPLE

## Job Seeker

CREDENTIAL /  
QUALIFICATION  
RECOGNITION



# RPL and Public Policy

- **Systematic integration** of RPL into settlement and career services
- **Alignment of workforce development strategy**
- Provincial/territorial and pan-Canadian **collaboration to enhance education**, training and professional mobility systems—each to include quality RPL services!



For more information about THE MANUAL  
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[www.capla.ca/quality-assurance](http://www.capla.ca/quality-assurance)



# Thank you!

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