



RECOGNISING ACHIEVEMENT

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**TO ALL HEALTH AND SOCIAL CARE VRQ CENTRES – FOR THE
ATTENTION OF THE VRQ COORDINATOR**

November 2010

Ref: Ref: Q/Post-19/Develop/QCF/Health and Social Care/Correspondence/External/transition
PWCS Certificates

Dear Colleague

**TRANSFER ARRANGEMENTS TO NEW QCF LEVEL 2 AND 3 CERTIFICATES IN
PREPARING TO WORK IN ADULT SOCIAL CARE**

As you will be aware the final date on which candidates can be registered for the existing Level 2 and 3 Certificates in Health and Social Care is 31 December 2010. The new replacement Certificates in Preparing to Work in Adult Social Care will take over from the VRQs on 1 January 2011.

The unit specifications and Centre Handbook will shortly be available on the web pages for these qualifications, but we thought it may be helpful to set out the arrangements to support the transition to the new replacement QCF qualifications.

In the attached Appendix we have provided the following information:

- Table which shows the existing qualifications and those that replace them
- Centre approval transfer arrangements
- Candidate registration arrangements
- Certification claims
- Qualification documentation
- Future INSET events

OCR officers will be involved in monitoring the transition arrangements and will be able to offer support to you if needed, but in the meantime, if you have any queries, please contact OCR's Customer Contact Centre on 024 76 851509.

We look forward to work with you on these new qualifications.

Yours sincerely

Nicoline Hunt
Qualifications Manager
Qualifications and Curriculum Division

APPENDIX A

1 TABLE OF QUALIFICATIONS

NQF Qualifications	Replacement QCF Qualifications	Acc end date	Cert end date	QAN
OCR Level 2 Certificate in Health and Social Care (06355)	OCR Level 2 Certificate in Preparing to Work in Adult Social Care (04700)	28/02/2015	28/02/2017	501/1673/3
OCR Level 3 Certificate in Health and Social Care (06356)	OCR Level 3 Certificate in Preparing to Work in Adult Social Care (04701)	31/01/2015	31/01/2018	501/1674/5

2 CENTRE APPROVAL TRANSFER ARRANGEMENTS

Centres that are not currently OCR centres for the Level 2 and 3 Certificates in Health and Social Care will have to apply for centre approval for the new QCF Level 2 and 3 Certificates in Preparing to Work in Adult Social Care. Centres will complete form A448 'Application for Approval as a centre for OCR Vocational Qualifications'. This form is on the OCR website.

If centres currently offer the Level 2 and 3 Certificates in Health and Social Care and meet the OCR 'active centre' criteria, their centre approval will be transferred to the Level 2 and 3 Certificates in Preparing to Work in Adult Social Care as follows:

NQF qualification		QCF qualification
OCR Level 2 Certificate in Health and Social Care (06355)	Approval transferred to	OCR Level 2 Certificate in Preparing to Work in Adult Social Care (04700)
OCR Level 3 Certificate in Health and Social Care (06356)	Approval transferred to	OCR Level 3 Certificate in Preparing to Work in Adult Social Care (04700) OCR Level 2 Certificate in Preparing to Work in Adult Social Care (04701)

Non-active¹ centres

If you are categorised as a 'non-active' centre, your approval **will not be transferred**:

Definition of an active centre

You will be considered to be an active centre if you meet at least **one** of the following criteria:

- If you have registered candidates for the related VRQ within the 24-month period preceding the start date for the new Certificate.
- If you have claimed certificates for the related VRQ within the 12-month period preceding the start date for the new Certificate.
- If you have been approved for the related VRQ in the 12 months preceding the start date for the new Certificate but have not yet registered candidates.
- If you have been invoiced for the related VRQ within the 24 month period preceding the start date for the new Certificate.

The transfer of centre approval will be automatic and will involve no charge to the centre.

¹ A non-active centre is one that does not meet the criteria listed in the 'Definition of an active centre'.

4 CANDIDATE ENTRY

All candidate entries will be through the named and unnamed route, and will be done through Interchange.

There will be opportunity to enter for the full qualification or for units only.

There is a step-by-step guide for centres on making on-line entries available on Interchange – a hyperlink to the web page where you can access this document is provided below.

<http://www.ocr.org.uk/interchange/docs/index.html>

5 CERTIFICATION CLAIMS

All claims for certification for these qualifications will be made on-line via Interchange. For further information regarding the e-claims process, please see the Administrative Guide for Vocational Qualifications (A850) which can be downloaded from Interchange – a hyperlink to the web page is provided below.

http://www.ocr.org.uk/download/admin/ocr_47375_admin_guide_vq_10_11.pdf

There is also a step-by-step guide for centres on making on-line claims available on Interchange – a hyperlink to the web page where you can access this document is provided below.

<http://www.ocr.org.uk/interchange/docs/index.html>

6 QUALIFICATION DOCUMENTATION

All the scheme documentation, such as Centre Handbook, unit specifications and recording documents will only be available on OCR's website, on the web pages set up for these qualifications.

7 FUTURE INSET EVENTS

We plan a full programme of Get Started INSET events for these qualifications, which will be held in the Spring and Summer of 2011. We would recommend that you check the Training Booklet on the website for further details.