



iPET Network
**Level 2 Award in Protecting
Humans and Animals in
Today's Society**

Qualification Number - 603/7903/0
Qualification Specification



iPET Network

LED BY INDUSTRY EXPERTS.

DRIVEN BY PASSION.

BOUND BY ANIMALS.

GUIDED BY CANDIDATES.

UNITED BY iPET NETWORK.

Our Mission

EDUCATION FOR PEOPLE, FOR PETS, FOR THE FUTURE

To be the Awarding Organisation of choice for Training Providers, Employers and Learners in the Animal Care and Veterinary Science Sector.

We demand the highest standard of practice to ensure our suite of qualifications work: they work for pets who deserve the best care; they work for learners giving valuable skills, and they work for Training Providers with strong market appeal.

Leading the way:

iPET Network is an Awarding Organisation regulated by Ofqual, CCEA Regulation and Qualifications Wales, specialising in qualifications in the Animal Care and Veterinary Science sector. iPET Network is a sector-specific Awarding Organisation and are constantly developing innovative animal care and veterinary science qualifications in the industry. We are unique in our approach to development, design and awarding of qualifications through the range of services and support we offer. Additionally, iPET Network is an End-point Assessment Awarding Organisation (EPAO) for English Apprenticeship standards and offers Professional Development Recognition (PDR) of unregulated educational courses.

Our approved Training Providers have exclusive access to our portfolio of qualifications, courses, learning materials and assessment strategies. We offer an inclusive opportunity to join a diverse network of forward-thinking professionals across the UK, Ireland, Europe and internationally.

We do the hard work for you – fast, flexible and straightforward:

We have developed robust systems at the forefront of technology that include extensive resources, quality learning materials and varied assessment methods. Our centralised platform makes it simple for Training Providers and their teams to deliver, manage, mark and quality assure all in one place. We provide access to training and updates through standardisation to uphold modern best practice.

Organisations of many different types, who want to deliver education, can join iPET Network, taking advantage of becoming a direct approved Training Provider. With transparent fees and packages to suit every size of organisation from sole traders to limited companies, colleges and large employers.

An exciting and supportive community:

We practice what we preach - the iPET Network team has extensive experience and knowledge of working in the animal care, veterinary science and education sector. We provide support, advice and Continual Professional Development to help Training Providers offer the best standard of education and to inspire the future generation of the industry. We believe in removing learning barriers and working with Candidates of all abilities to help them reach their full potential.

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1. About this qualification

The iPET Network Level 2 Award in Protecting Humans and Animals in Today's Society develops knowledge on the legal areas when protecting both humans and animals including good practice and what could be done to protect against safeguarding and harmful acts.

The qualification covers the knowledge on:

- Non-accidental injuries and the signs to look for to help protect animals and humans.
- How individuals have a social and ethical responsibility to keep both animals and humans safe
- The links between mental health and safeguarding adults plus how animals can support mental health issues and improve life experiences.
- How social media plays a part in the abuse of human and animal safeguarding and key words such as Resilience and Fake news.
- The importance on reporting concerns, how to reflect on developing personal skills and the impact individuals can have on modern day safeguarding.

Objectives of the qualification

This qualification is aimed to lead Candidates into being able to report safeguarding concerns for either animals or humans.

The qualification can:

- prepare individuals to progress to a qualification in the same subject area but at a higher level or develop skills to become a safeguarding lead within an organisation
- Improve confidence and resilience with safeguarding animals and humans
- Improve personal responsibility skills

This qualification has been designed to enable Candidates to:

To develop greater knowledge on the key words within safeguarding, how organisations protect individuals and animals and how to reflect on developing personal skills within modern day safeguarding.

Suggested progression following completion of qualification:

- Animal Welfare Qualifications
- Level 3 Award for Educators in the Canine and Feline Sector
- Safeguarding lead qualification

It is a requirement that assessment of this qualification is conducted in English.

The iPET Network Level 2 Award in Protecting Humans and Animals in Today's Society is a regulated qualification.

Guided Learning Hours (GLH)

Guided Learning Hours (GLH) are defined by the [Apprenticeships, Skills, Children and Learning Act, 2009](#) as the number of hours the Candidate spends:

- Being taught or given instruction by a lecturer, tutor, supervisor or other appropriate provider of education or training, or
- Otherwise participating in education or training under the immediate guidance or supervision of such a person.

GLH does not include time spent on unsupervised preparation or study, whether at home or otherwise.

iPET Network has calculated the GLH for this qualification representing an estimate of the amount of actual guided learning which could reasonably be expected to be required to achieve the standard required to obtain the qualification.

Estimated GLH will be stated for each unit which should be used by Training Providers as a guide for devising teaching and learning plans. GLH may be recorded within the e-portfolio (if being used) or within the Candidate Hours Log (if the e-portfolio is not used).

Total Qualification Time (TQT)

Total qualification time is defined as the number of Guided Learning Hours (GLH) **plus** the time taken by the Candidate for independent, unsupervised study. Individual Learners' requirements and individual teaching styles mean there will be variation in the actual time taken to complete a qualification. Values for Total Qualification Time are estimates as some Candidates will be able to achieve units and qualifications within a shorter time than indicated. Others, for example those with additional support requirements, may need longer.

Guided Learning Hours and Total Qualification Time for this qualification are:

iPET Network Level 2 Award in Protecting Humans and Animals in Today's Society

GLH (Guided Learning Hours): 21 hours

TQT (Total Qualification Time): 30 hours

Qualification Delivery Requirements

This qualification may be delivered as the Training Provider sees fit, ensuring that Guided Learning Hours requirements are met. As part of the application to deliver, Training Providers must be able to evidence how they intend to deliver the qualification, including the methods by which they will achieve the estimated GLH and TQT.

2. Candidate requirements

Entry requirements

There are no other entry requirements.

Minimum age

The minimum age for access to this qualification is 16 years.

Training Providers ought to satisfy themselves that Candidates have a level of maturity appropriate for units included in the courses that they offer. If in doubt, please contact iPET Network for advice.

Reasonable Adjustment and Special Considerations

Assessment within the iPET Network Level 2 Award in Protecting Humans and Animals in Today's Society training is designed to be accessible and inclusive. The assessment methodology is appropriate and rigorous for individuals or groups of Candidates.

If you have Candidates with identified learning needs you should refer to the Reasonable Adjustment and Special Considerations Policy, available from iPET Network. This gives clear guidance on the reasonable adjustments and arrangements that take account of disability or learning difficulty without compromising the achievement of the assessment criteria.

Further guidance and support can be accessed at iPET Network.

3. Recognition of Prior Learning (RPL)

Exemption (also known as 'Recognition of Prior Certificated Learning) - is the facility for a Candidate to claim exemption from some of the achievement requirements of an iPET Network qualification using certificated evidence, for example certificated NQF achievement. This must be of an equivalent or higher value to an iPET Network unit but may not share the exact assessment criteria or learning aims.

Training Providers wishing to obtain further details regarding awarding of RPL should refer to the iPET Network ***Recognition of Prior Learning Policy***.

4. Induction / Initial assessment

An initial assessment of each Candidate should be made before the start of their programme to identify:

- If the Candidate has any specific learning or training needs,
- Support and guidance, they may need when working towards their qualification,
- Identify any personal safeguarding concerns which may be impacted by the content,
- The appropriate type and level of qualification.

Each Training Provider must carry out an induction so that Candidates fully understand the requirements of the qualification, their responsibilities as a Candidate, and the responsibilities of the Training Provider. This information will need to be recorded e.g. contract.

5. Achieving the qualification

Credits

To be awarded the iPET Network Level 2 Award in Protecting Humans and Animals in Today's Society, Candidates must achieve 3 credits.

Unit achievement

All of the assessment criteria in a unit must be met before the unit is deemed to be achieved. The unit achievement is not graded: units are either achieved or not achieved.

Recording achievement

Training Providers must record the Candidates achievement of each unit on an appropriate form(s) or electronic system. Training Providers should record the Candidates achievement against the specific unit assessment criteria evidenced by the task.

Authentication of the Candidates' work

Tutors must demonstrate that the Candidates work is authentic. This can be done through using iPET Network's E-portfolio system which provides secure access to each Candidate or an alternative E-portfolio system. If a Training Provider is using paper portfolio, then they must demonstrate authentic work and transparent feedback from marking to internal quality assurance.

Assessments must demonstrate authenticity please refer to assessment methods in this qualification handbook.

Duration of registration

All Candidates will be registered with iPET Network for a period of 6 months. Failure of the Candidate to complete the qualification during this timeframe will incur an additional charge for re-registration. Please refer to your *Terms and Conditions* for further details. Extension to registration may be obtained with written permission under specific extenuating circumstances. Please contact iPET Network for advice regarding extensions to registration.

6. Qualification structure

Units

iPET Network Reference No.	Title	Level	Credit	GLH	TQT	Unit Reference number
204	Legislation protecting Humans and Animals	2	1	7	10	T/618/8822

205	Signs, Symptoms and Social Responsibility	2	1	7	10	A/618/8823
206	Resilience, Reporting and Taking a Stance	2	1	7	10	F/618/8824

Level descriptor

Level	Knowledge Descriptor (the holder...)	Skills Descriptor (the holder can...)
Level 2	<p>Has knowledge and understanding of facts, procedures and ideas in an area of study or field of work to complete well-defined tasks and address straightforward problems.</p> <p>Can interpret relevant information and ideas.</p> <p>Is aware of a range of information that is relevant to the area of study or work.</p>	<p>Select and use relevant cognitive and practical skills to complete well-defined, generally routine tasks and address straightforward problems.</p> <p>Identify, gather and use relevant information to inform actions.</p> <p>Identify how effective actions have been.</p>

7. Assessment

This qualification requires achievement of the specified units and summative assessments. The assessment process is as follows:

1. Assessments are developed by iPET Network and provided to the Training Provider or assessments may be devised by the Training Provider and approved by iPET Network in advance
2. The assessment is then delivered and implemented by the relevant iPET Network approved Training Provider
3. All Tutors involved in the assessment process must have been approved by iPET Network, on an individual basis, in advance of any assessments being carried out
4. Compiled portfolios of assessed evidence are internally quality assured by an iPET Network approved Internal Quality Assurer (IQA) via remote sampling.
5. Completed portfolios of assessed evidence are then quality assured by an External Quality Assurer (EQA) approved by iPET Network.

Assessment method

Assessment is through a Portfolio of Evidence/Workbook.

Specimen Assessment Materials

Specimen assessment materials are not available for this qualification.

Marking

These assessments are pass or fail and the Assessor's decision is final. The use of artificial intelligence to mark any candidate's work is strictly prohibited.

*Please note re-assessments are permitted.

Qualification grading

This qualification is graded pass or fail and the assessor's decision is final.

Appeals

To ensure a fair assessment procedure is carried out the Candidate must be fully briefed on the assessment requirements and given the instructions on their rights to appeal. All Training Providers must have an up to date appeals procedure.

What constitutes a fail?

It is at the Tutor's professional discretion if they pass or fail the Candidate. It is recommended that all assessment criteria are met, all knowledge activities are completed.

Examples of what may a candidate a fail:

- Plagiarism
- Irrelevant content
- Incomplete knowledge

When making an assessment decision it is important that all evidence and feedback is documented to support the assessment decision whether it is a pass or fail. If the decision is a fail, then the Candidate must be provided with support and the opportunity to re-sit the assessment once they are ready.

8. Offering the Qualification

Training Providers wishing to deliver this qualification will need to demonstrate the ability to adhere to quality assurance and assessment regulations.

All procedures for the use of this qualification or units of this qualification, including approval, registration of Candidates, quality assurance process and certification will be completed through iPET Network, who will have an allocated member of the Quality Team to support the Training Provider. Any queries or difficulties should be directed to the allocated Team member or if they are not available, via the iPET Network office on 0800 433 4700.

Approval to offer the qualification

Training Providers wishing to offer this qualification must note the requirements stipulated in Appendix A.

To offer this qualification, potential Training Providers must apply for Training Provider approval with iPET Network. Applications can be made via email info@ipetnetwork.co.uk or by calling 0800 433 4700.

In addition, to gain approval to offer the qualification, Training Providers must apply by submitting an iPET Network **Qualification Approval Form** which can be downloaded from the website.

For more information, visit our website www.ipetnetwork.co.uk.

Standardisation

Standardisation is a process that promotes consistency in the understanding and application of standards.

Standardisation:

- Establishes statements on the standard of evidence required to meet the assessment criteria for the units in iPET Network Qualifications
- Makes recommendations on assessment practice
- Produces advice and guidance for the assessment of units
- Identifies good practice in assessment.

It is a requirement of the Training Provider approval process that each Training Provider offering units from iPET Network qualifications must provide assessment materials and Candidate evidence for standardisation if requested.

iPET Network will notify Training Providers of the required sample(s) for standardisation purposes. Assessment materials, Candidate evidence and Tutor feedback must be sent to iPET Network by Training Providers.

Outcomes from standardisation will be available to Training Providers through iPET Network.

Support for Training Providers

iPET Network provides all Training Providers with on-going support and advice on the use of iPET Network units and qualifications, including the requirements for assessment.

If Training Providers who are approved to offer iPET Network units and qualifications have obtained a UKPRN (UK Provider Reference Number) from the UKRLP (UK Register of Learning Providers), this will be used as the Training Provider's reference number. If a Training Provider has not obtained a UKPRN they will be issued with a unique iPET Network Training Provider number.

Information about obtaining a Unique Learner Number (ULN) on behalf of the Candidates is included in the **iPET Network Training Provider Manual**.

Training Provider responsibilities

Each Training Provider should identify a named contact person who will be responsible for any iPET Network provision within the Training Provider organisation.

The Training Provider contact must ensure all procedures relating to the delivery of the qualification operate effectively in the centre.

The Training Provider contact is the person responsible for confirming and ensuring that the Training Provider meets all the iPET Network requirements for Training Provider recognition.

The Training Provider contact is responsible for ensuring all relevant iPET Network documentation is distributed as required within the Training Provider and that the security requirements for external assessment are adhered to, where applicable.

9. Requirements to offer this qualification

To offer this qualification, Training Providers must ensure that Tutors delivering this qualification have one of the following recognised professional qualifications to demonstrate teaching experience:

Hold a relevant type of qualification (examples detailed below);

- Level 2 Award in Safeguarding
- Level 3 Animal Welfare Qualification
- Level 3 Award in Safeguarding
- Level 3 Award in Canine Care, Behaviour and Welfare

Training Providers must also ensure that they have in place an Internal Quality Assurance person who:

- Holds or is working towards a Level 4 Award in Internal Quality Assurance of Assessment Processes and Practices or its equivalent
- Has substantial experience of working in or assessing qualifications in Dog behaviour, Animal Welfare and Safeguarding children or adults
- Is familiar with the assessment requirements of the qualification for which they are the Internal Quality Assurer

or

Gold package registrations are used with iPET Network (**Refer to Training Provider Fees**)

And holds a teaching certificate (examples detailed below) and / or can demonstrate teaching experience:

- the iPET Network Level Award for Educators in the Canine and Feline Sector; or
- the Level 3 Award in Education and Training; or
- the Level 4 Certificate in Education and Training; or
- Level 3 or 4 PTLLS (or equivalent).

If no formal teaching qualification is held, it will be a requirement that a teaching qualification is achieved within 12 months of approval.

10. Qualification Unit Breakdown and Assessor Guidance



Unit title:	Legislation protecting humans and animals
Level:	2
Credit value:	1
GLH:	7
TQT:	10
Unit code:	204
Unit reference number:	T/618/8822
Unit aim:	The aim of this unit is to provide the knowledge, skills and understanding on the legal areas when protecting both humans and animals. This unit will review both current and good practice plus what could be done to further protect against safeguarding and harmful acts. The unit covers the understanding of non-accidental injuries and the signs to look for to help protect animals and humans.
Number of learning outcomes	5

Learning Outcomes	Assessment Criteria
The learner will:	The learner can:
1. Identify current legislation that protects both Humans and Animals	1.1. List current legislation that link to safeguarding humans and animals 1.2. Explain the importance of having legalisation in place 1.3 Identify how slavery is linked with humans and animals
2. Understand how prevent works and how it protects both Humans and Animals	2.1. Explain the Prevent strategy 2.2. Explain the difference between radicalisation and terrorism 2.3 Identify the purpose of a range of animal rights organisations
3. Understand the links between the abuse of children, vulnerable adults and animals	3.1. Explain the different types of abuse that can occur in Children, Vulnerable Adults and Animals 3.2. Identify the reasons a child could be cruel to an animal 3.3. Explain how animals can positively impact vulnerable people 3.4 Explain different types of abuse
4. Recognise non accidental injuries within Animals and Humans	4.1. List the key signs of non-accidental injuries in children 4.2. Identify non-accidental injury in animals
5. Understand the importance of protecting Humans and Animals from extreme behaviours	5.1. Describe how the United Nations convention affects the rights of a child 5.2. Describe animal hoarding and the potential impacts on Human and Animals 5.3. Identify and explain methods to protect Animals and Humans

Unit title:	Signs, symptoms and social responsibility
Level:	2
Credit value:	1
GLH:	7
TQT:	10
Unit code:	205
Unit reference number:	A/618/8823
Unit aim:	The aim for this unit is to develop a deeper understanding on how individuals have a social and ethical responsibility to keep both Animals and Humans safe. This unit will explore the links between mental health and safeguarding adults plus how animals can support mental health issues and improve life experiences.
Number of learning outcomes	5

Learning Outcomes	Assessment Criteria
The learner will:	The learner can:
1. Know and understanding what social and ethical responsibility is within safeguarding Animals and Humans	1.1 Explain the difference between Ethical and Social responsibility
	1.2. List current ethical issues linked to Animals
	1.3 Identify what corporate social responsibility is
2. Know and understand the link between mental health and Animal interaction / socialisation	2.1. List the benefits of how socialisation can help with mental health
	2.2. Identify how socialisation and interaction with animals can support mental health
3. Know and understand common animal mental health conditions	3.1 Describe common mental illnesses and anxiety in Animals
	3.2 List three types of stress in animals
	3.3 Describe the definition of depression in Humans and what support can an Animal offer
4. Understand the benefits of improved physical and mental health for humans and animals	4.1 List the health benefits of exercise for Humans and Animals
	4.2 Identify ways to improve health and wellbeing in Humans and Animals
5. Know how to recognise signs and symptoms of extreme behaviour in Animals and Humans	5.1 List the aggression cycle for Humans
	5.2 Identify why animals demonstrate aggression
	5.3 Explain how to reduce aggression in both Human and Animals

Unit title:	Resilience, reporting and taking a stance
Level:	2
Credit value:	1
GLH:	7
TQT:	10
Unit code:	206
Unit reference number:	F/618/8824
Unit aim:	The aim of this unit is to develop underpinning knowledge on how social media plays a part in the abuse of Human and Animal safeguarding. This unit will review key words such as Resilience and Fake news and the impact this has on individuals and animals. The unit will also review the importance on reporting concerns, how to reflect on developing personal skills and the impact individuals can have on modern day safeguarding.
Number of learning outcomes	5

Learning Outcomes	Assessment Criteria
The learner will:	The learner can:
1. Explain resilience and how it can support safeguarding.	1.1 Explain what resilience means. 1.2. Provide examples of building resilience in animals e.g. a dog 1.3 Explain how people can protect themselves by developing resilience
2. Review the impact that social media has on safeguarding Humans and Animals.	2.1 Identify social media channels and their use 2.2 Identify the risks for vulnerable adults and children on social media 2.3. List how social media can encourage extreme behaviours against animals
3. Understand fake news and the link with extreme beliefs	3.1 Identify what fake news is and why it is produced 3.2 List ways to spot fake news 3.3 Explain how social media can influence extreme beliefs
4. Reporting concerns and protecting yourself and animals.	4.1 Identify which organisations you can report animal abuse to 4.2 Identify which organisations you can report child abuse to 4.3 Explain how individuals can report concerns
5. Understand how personal development opportunities can have an impact on modern day safeguarding	5.1 List the importance of keeping up to date with rules, laws and trends 5.2 Identify and review personal development opportunities which will improve your own and other's safeguarding awareness

Assessment information

All Assessment Criteria must be evidenced. For guidance on assessment, including principles of assessment and methods which may be used, Training Providers should consult the 'Assessment' section of the iPET Network Qualification Handbook and relevant policies.

Sector Subject Area (SSA)	3.3
Date from which qualification will be available for learners	20.09.21
Qualification review date	20.09.24

11. Suggested learning resources

Unit	Suggested learning resources
iPET Network Level 2 Award in Protecting Humans and Animals in Today's Society	<p>Literature</p> <p>Safeguarding Adults and Children: Dilemmas and Complex Practice Book by Georgina Koubel Originally published: 25 August 2016 Author: Georgina Koubel Editor: Georgina Koubel</p> <p>Websites</p> <p>Unit 204</p> <p>Trauma-and-young-offenders.-a-review-of-the-research-and-practice-literature-Research-summary.pdf (beyondyouthcustody.net)</p> <p>https://www.gov.uk/government/publications/modern-slavery-training-resource-page/modern-slavery-training-resource-page</p> <p>https://www.gov.uk/guidance/animal-welfare-legislation-protecting-pets</p> <p>https://www.nawt.org.uk/advice/changes-dangerous-dogs-act-advice-owners</p> <p>https://www.gov.uk/government/news/new-tough-measures-to-tackle-modern-slavery-in-supply-chains</p> <p>https://www.gov.uk/government/news/uk-government-supports-global-action-to-fight-illegal-wildlife-trade</p> <p>https://crimestoppers-uk.org/keeping-safe/community-family/wildlife-crime</p> <p>https://www.animalaid.org.uk/statement-on-counter-terrorism-document/</p> <p>https://bswccg.nhs.uk/for-clinicians/safeguarding/child-safeguarding/287-understanding-the-links-child-abuse-animal-abuse-and-domestic-violence/file</p> <p>https://www.rspca.org.uk/whatwedo/education/offenders</p> <p>https://www.animalwelfarefoundation.org.uk/wp-content/uploads/2017/12/20160415-AWF-Recognising-abuse-in-animals-and-humans-v10-web.pdf</p> <p>https://www.nspcc.org.uk/keeping-children-safe/</p> <p>https://www.mencap.org.uk/advice-and-support/safeguarding/safeguarding-adults</p> <p>Unit 205</p> <p>https://www.mentalhealth.org.uk/a-to-z/p/pets-and-mental-health</p> <p>https://www.helpguide.org/articles/mental-health/mood-boosting-power-of-dogs.htm</p> <p>https://www.prudentpet.com/mental-disorders-dogs/</p> <p>https://www.helpguide.org/articles/mental-health/mood-boosting-power-of-dogs.htm#:~:text=Pets%2C%20especially%20dogs%20and%20cats,up%20more%20secure%20and%20active.</p> <p>https://animalwellnessmagazine.com/importance-of-exercise-dog/</p> <p>https://www.asPCA.org/pet-care/dog-care/common-dog-behavior-issues/aggression</p> <p>https://www.helpguide.org/articles/mental-health/mood-boosting-power-of-dogs.htm#:~:text=Pets%2C%20especially%20dogs%20and%20cats,up%20more%20secure%20and%20active.</p> <p>https://animalwellnessmagazine.com/importance-of-exercise-dog/</p> <p>https://www.asPCA.org/pet-care/dog-care/common-dog-behavior-issues/aggression</p> <p>Unit 206</p>

<https://www.youtube.com/watch?v=ASDBJXDNqvc>
<https://bulliesout.com/need-support/young-people/cyber-bullying/report-bullying-abuse-social-media/>
<https://www.bbc.co.uk/news/education-56917654>
<https://www.thinkuknow.co.uk/parents/articles/reporting-to-social-media-sites/>
<https://www.rspca.org.uk/-/9429126-11>
<https://www.mindtools.com/pages/article/resilience.htm>

Healthy eating

<https://www.nhs.uk/live-well/>

Sleep

www.nhs.uk/Livewell/sleep/Pages/sleep-home.aspx

Exercise to combat stress

<https://www.nhs.uk/mental-health/self-help/guides-tools-and-activities/five-steps-to-mental-wellbeing/>

Fitness activities

<https://www.nhs.uk/conditions/nhs-fitness-studio/>

Mental health

<https://www.nhs.uk/mental-health/>

12. Supporting documents and general

The following documents contain essential information for Training Providers delivering iPET Network qualifications. They should be referred to in conjunction with this handbook. To download the documents and to find other useful documents, go to www.ipetnetwork.co.uk, the web portal or SharePoint.

iPET Network Training Provider Manual
iPET Network Quality Assurance Requirements
Malpractice and Maladministration Policy and Procedure (including Sanctions)

Document Control

Document Name: Level 2 Award in Protecting Humans and Animals in Today's Society - Qualification Specification

Document Number: Q31

Date of Correction	Version Number	Correction Reason
	1	
04/10/2022	2	Added duration of registration and updated opening hours. General updates.
13/06/2023	3	Change of document name from 'Qualification Guide' to 'Qualification Specification' and amendment to assessment section
05/01/2024	4	Specimen assessment materials clarified, qualification review section updated and formatting updates

