



TRANSCEND
AWARDS

Transcend Level 4 Certificate in Transformational Nutrition Coaching

Qualification Specification

Version 01: 30 May 2023

FAB
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PARTNER

Welcome!

Welcome to the **Transcend Level 4 Certificate in Transformational Nutrition Coaching**. Transcend is an Ofqual recognised awarding organisation and this vocally related qualification that sits on the Ofqual register of regulated qualifications. This specification confirms the qualification purpose statement and delivery conditions. This specification must be read and complied with conjunction with the ***Transcend Centre Recognition Conditions, the Unit Specification*** and ***Assessment Guidance***.

Part 1: Qualification Purpose		Page
Qualification scope		03
Qualification summary		05
Qualification structure		07
Part 2: Qualification Delivery Specification		
Qualification resources	Supplementary to Transcend Centre Recognition Condition 5.1	08
Qualification coordination	Supplementary to Transcend Centre Recognition Condition 5.2	09
Qualification delivery	Supplementary to Transcend Centre Recognition Condition 5.3	11
Qualification assessment	Supplementary to Transcend Centre Recognition Condition 5.4	12
Qualification quality assurance	Supplementary to Transcend Centre Recognition Condition 5.5	14
Appendix		
Appendix 01	Qualification specification version control	19

Part 01: Qualification Purpose

Qualification Scope			
The Transcend Level 4 Certificate in Transformational Nutrition Coaching is an Ofqual regulated qualification that sits in sector subject area 01.3 Health and social care. It is particularly relevant to qualified coaches in sport, fitness, health, or nutrition. This qualification is for learners that wish to continue their professional development through practical application transformational nutrition strategies. The intent is to enable the learner coach their clients through transformational nutrition techniques to achieve sustainable: • Wellbeing for health confidence • Weight loss for body confidence • Fitness levels for personal best confidence • Sport performance for competition confidence			
Qualification regulation	This qualification is regulated by Ofqual in England. It is published as Level 5 qualification on the Register of Regulated Qualifications and is equivalent to a Level 6 on the European Qualifications Framework (EQF) .		
	Regulator reference	610/2965/8	Qualification sector
	Qualification start date	17 July 2023	Qualification TQT
	Qualification review date	17 July 2027	Qualification GLH
	Qualification credit	18	Qualification DSH
Qualification awarding	This qualification is solely awarded by Transcend Awards Limited as the recognised awarding organisation regulated by Ofqual in England.		
Qualification standards	This qualification is partially aligned to the Learning and Development Requirements (LDRs) for Nutrition within the CIMSPA Professional Standard: Personal Trainer.		

Qualification partners	This qualification is developed in collaboration with Industry Education provider, The Health and Fitness Institute as technical partner. It has been subject to industry consultation with sector employers, education providers and equality experts. The collaboration and consultation groups remain in place for the lifetime of the qualification to ensure the qualification remains fit for purpose.	
Qualification providers	This qualification is designed to be delivered through local, regional and national private training providers, colleges, universities, and industry employers. It is only delivered by education providers that are recognised as centres that are approved to deliver this qualification by the awarding organisation. Recognised centres are required to deliver the qualification in accordance with the centre recognition and qualification delivery conditions. Applicant and recognised centre must evidence compliance with the Transcend Centre Reignition Conditions during the application phase and immediately thereafter,	
	Applicant centres	Recognised centres
	Access the Transcend Awarding Website to submit a centre recognition enquiry to initiate the process.	Access the Transcend Awarding Management System [TAMS] to create and submit the Transcend Recognised Centre Extension Request Form.
Qualification participants + progression	This qualification is relevant to adults aged 18+ working in sport, health, fitness, and nutrition coaching roles who have achieved a regulated level 3 qualification in sport, fitness, health or nutrition coaching.	
	Employability progression route	This qualification may be used to enhance the scope of professional practice of nutrition coaches Clients as a sport, nutrition, or health fitness or personal trainer. It may also be used to gain employment as a Transformational Nutrition Coach.
	Education progression routes	This qualification is integral to a progressive suite of qualifications including: - Transcend Level 3 Award in Nutritional Intervention for exercise, wellbeing and Weight Management - Transcend Level 4 Certificate in Transformational Nutrition Coaching - Transcend Level 5 Award in Nutrition and Immunity - Transcend Level 5 Award in Nutrient Metabolism
Qualification endorsements	This qualification is supported by The Health and Fitness Institute as a specialist and industry leading education provider in transformation.	

Qualification Summary	
Qualification purpose	The qualification purpose is to continue professional development (CPD) The qualification sub-purpose is to develop knowledge and/or skills relevant to a particular specialisation within an occupation.
Qualification rationale	The rationale for the development, delivery and awarding of this qualification is to support the professionalisation of the workforce in sport, fitness, health and nutrition coaching roles. Research indicates that the UK is facing a national health crisis. <i>Tackling obesity is one of the greatest long-term health challenges currently faced in England. Around two-thirds (63%) of adults are above a healthy weight, and of these, half are living with obesity. In England 1 in 3 children leaving primary school are overweight or living with obesity with 1 in 5 living with obesity. Obesity prevalence is highest amongst the most deprived groups in society. Children resident in the most deprived parts of the country are more than twice as likely to be living with obesity than those in the least deprived areas. Obesity is associated with reduced life expectancy and a range of health conditions including type 2 diabetes, cardiovascular disease, liver and respiratory disease and cancer. Obesity can also have an impact on mental health.</i> Active Lives Adult Survey (ALAS) 2015 to 2021 National Child Measurement Programme (NCMP) for academic year 2020 to 2021 This qualification is a direct response to this with the intent to deploy a professionalised workforce working with clients to influence sustainable transformation through nutritional training.
Qualification aim	The aim of this qualification is to enable learners to develop the ability to influence the sustainable transformation of clients through tailored nutritional strategies and programmes.

Qualification objective	The objective of this qualification is to provide a benefit to learners by enabling them to develop knowledge of transformational nutrition. Learners will be able to apply this knowledge within their employed roles as a sport, fitness health, or nutrition coach. Learners will develop knowledge of the science that underpins health eating guidelines, with respect to nutrition and immune function for holistic health. Successful learners will: • Understand the duties of the transformational nutrition coach • Develop sustainable client transformation through nutritional strategies • Deploy expectations for transformational nutritional programming
Qualification uniqueness	This qualification is the only regulated qualification in transformational nutrition coaching which is tailored to the professional development of sport, fitness, health and nutrition coaches. The Register of Regulated Qualifications should be accessed to source information on other awarding organisations who offer similar provision.

Qualification Structure

This qualification is comprised of three mandatory units. To achieve the qualification and be awarded the certificate learners must successfully all mandatory units.

Unit Title		Ofqual Ref	Level	GLH	DSH	TUT	Credit
U01	Duties of transformational nutrition coaches	J/650/7805	4	20	40	60	6
U02	Developing transformation nutritional strategies	K/650/7806	4	20	40	60	6
U03	Deployment expectations of a transformational nutrition coaching programming	L/650/7807	4	20	40	60	6
			4	60	120	180	18

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Part 02: Qualification Delivery Specification

Qualification Delivery Conditions	
This qualification must be delivered in accordance with the Transcend Recognised Centre Conditions . The rules outlined below are supplementary conditions specific to this qualification. To become approved for this qualification the recognised centres must evidence the full compliance with ALL conditions.	
Qualification Resource Conditions	
The recognised centre is required to supplement RC5.1 of the Transcend Recognised Conditions with the following rules.	
Qualification workforce	The recognised centre must ensure that they evidence workforce competence through tutor, assessor and IQA qualifications as outlined in the recognition conditions. Technical competence must be evidenced through achievement of a degree in nutrition or equivalent. The recognised centre is required to ensure the tutor to learner ratio per cohort is a maximum of 1:25. There is no minimum due to the nature of the qualification. In exceptional circumstances, the awarding organisation will allow adaptations to this requirement to prevent disadvantage to learners and only where the recognised centre can evidence that learning and assessment will not be compromised.
Qualification resources.	The recognised centre must have facilities, and equipment to cater for the breadth of the training and assessment programme.

Qualification Coordination Conditions

The recognised centre is required to supplement RC5.2 of the **Transcend Recognised Centre Conditions** with the following rules.

Learner pre-requisites

Prior to registration for the qualification learners are required to:

- be accurately identified
- be at least 18 years of age
- be able to communicate effectively in English [reading, speaking, listening, and writing]
- be able to evidence a regulated level 3 qualification in sport, fitness, health or nutrition coaching.

Learner adjustments

The recognised centre is required to be aware that there are barriers to access for learners with certain protected characteristics as defined within the Equality Act 2010. These are justified for safety purposes and include but are not limited to:

Age	Individuals under the age of 18 re not permitted to attend this qualification for safety purposes. As a result, no adjustments to this barrier can be applied.
Disability	Individuals with psychological, physiological, or sociological difficulties or disabilities may find some of the competencies difficult or dangerous to their own or others wellbeing. Each case must be evaluated to determine whether reasonable adjustments can be applied. Adjustments to this barrier will only be applied where it is safe to do so.

Reasonable adjustments must be submitted to the awarding organisation on a case-by-case basis to support learners and ensure safety of clients. Reasonable adjustments should be requested in line with the *Transcend Reasonable Adjustments Policy*.

Learner agreements	The recognised centre is required to ensure that every learner signs an agreement to attend all aspects of the training and assessment programme in line with the centre's delivery model for this qualification.
Learner attendance and achievement records	The recognised centre is required to record all learning and assessment activities. This includes the booking reference, dates, venues, and workforce assigned to each learner. Activities refer to enrolment applications, initial assessment, learner agreements, attendance on learning programme, assessment activities and authentication discussions. It also refers to recording the receipt of learner's portfolios, marking of assessments, recording of results, confirming results via a LAR, reassessments, remarks, and all quality assurance interventions. All activities and records must be completed within the learner registration period and subject to effective internal control before making a claim for certification for each learner.

Qualification Delivery Conditions

The recognised centre is required to supplement RC5.3 of the **Transcend Recognised Centre Conditions** with the following rules.

Qualification delivery model

The recognised centre is required to document their delivery models. They are eligible to adopt the exemplar delivery model provided by the awarding organisation as outlined below. They are also eligible to develop their own model to retain their own USPs as an education provider. All delivery models must be supported by a documented training and assessment programme. Inclusive teaching and learning materials should also be developed. Delivery models, teaching and assessment programmes and materials must be mapped to the qualification and unit specification. They must comply with the TQT, GLH, learning outcomes, assessment criteria, delivery content and assessment attainment indicators. The delivery model, materials, and the programme must be agreed in writing by the awarding organisation. This must be recorded for each cohort of learners and all details must be communicated to each learner prior to commencing the programme.

Phase 01	Phase 02	Phase 03	Phase 04
Induction	Blended learning	Assessment	Authentication discussion
Induction	eLearning Tutor Support	Programming Portfolio	Professional Discussion
GLH 01	10 weeks	12 weeks	GLH 01
	26 GLH 80 DSH	32 GLH 40 DSH	
Total GLH: 60 Total DSH: 120 TQT: 180			

The recognised centre is required to ensure that learners complete all training and assessment opportunities within a 3-year registration period.

Qualification Assessment Conditions		
The recognised centre is required to supplement RC5.5 of the Transcend Recognised Centre Conditions with the following rules. The assessment framework for this qualification is externally set by Transcend as the awarding organisation and marked internally by a qualified assessor within the recognised centre.		
Assessment strategy	The recognised centre must ensure the following assessment strategy is complied with. The assessment methods are comprised of a portfolio of evidence and professional discussion.	
	Strategy 01	Learners are required conduct an enquiry into the nutritional needs of a client aged 18+ in order to create a profile. They must then plan, deliver and continuously adapt and evaluate the impact of a 12-week transformational nutrition programme. This must be in a live environment for a real clients aged 18+ with a minimum of 2 monitoring sessions each week.
	Strategy 02	Learners are required to attend a professional discussion between 15 and 30 minutes. This is to enable them to justify decisions made in their programme and to reflect on the transformational impact.
Assessment tasks	The recognised centre must ensure the learners complete the assessment tasks contained in the Learner Assessment Portfolio provided by the awarding organisation. This is designed specifically to cover all assessment criteria and ensure standardisation of assessment. In the rare case that a recognised centre identifies the need to utilise alternative tools, these must be submitted to the awarding organisation with detailed mapping to the qualification and unit specification. Assessment guidance must also be created to ensure standardisation of the levels of attainment for each task. These will be checked to ensure the level of demand in each task are comparable and the guidance will ensure standardisation before approval.	
Assessment environment	The recognised centre is required to ensure the portfolio of evidence tasks are completed in a safe, secure environment. Learners can complete these in an environment they select which is safe for them and their client. Where the professional discussion is completed via a web solution the recognised centre must have mechanisms in place to authenticate each learner and to ensure there is no misrepresentation.	

Assessment authentication	The recognised centre is required to ensure that the learner completes assessment tasks without support from others. All assessment must be their own work. Learners' portfolios should be authenticated through ongoing photographic evidence of client's transformation and the end point professional discussion.
Assessment marking	The recognised centre is required to ensure that a qualified assessor marks the assessment in accordance with fair assessment and the VARCS rules of evidence. This means that the assessment must be fair, valid, authentic, relevant, current, and sufficient. If learners are dissatisfied with the decisions considering these rules' they should follow their recognised centre's appeals process.
Assessment attainment	The assessment for this qualification is graded on a PASS/FAIL basis. Assessment criteria and attainment indicators are confirmed in the unit specification. Assessment guidance is also available to support standardisation. These are made available to assessors and learners to support valid and accurate assessment across assessors, recognised centres and over time. Learners must produce evidence against each task. This must be marked in line with the attainment indicators.
Assessment re-takes	The recognised centre is required to ensure learners are granted three assessment opportunities for each component of the assessment. They may be charged for reassessment at their recognised centre's discretion. All assessment and reassessment must be completed within the 3-year period of registration. Any learners that have not achieved the qualification must be reported to the awarding organisation as a failure and they will not be awarded the qualification.
Assessment re-marks	The recognised centre is required to enforce re-marks at the request of the internal or external moderators or in the event of a learner appeal. Where this is associated with a written piece of work, the recognised centre is required to arrange a remark by an alternative assessor. Where the two outcomes are different, we would expect that a third re-mark is completed. Where the recognised centre does not have this many qualified assessors, they are required to request support via the Transcend Engagement Team. Where the appeal is associated with the outcomes of a practical observation or professional discussion, the assessment records should be reviewed. It is then down to the discretion of the recognised centre to investigate and determine whether the assessment decision stands or whether the assessment decision should be overturned. Where internal moderation has been completed on that assessment, the decision should ideally stand unless evidence suggests otherwise. Only if learners have exhausted the centre's appeals process should they bring the matter to the awarding organisation, where the appeal will be managed in accordance with the <i>Transcend Appeals Policy</i>.

Qualification Quality Assurance Conditions

The recognised centre is required to supplement RC5.5 of the **Transcend Recognised Centre Conditions** with the following rules noting that this qualification has been assigned a **MEDIUM-risk** profile based upon the following risk indicators. The areas in green have been selected for this qualification based upon the information contained in this specification. An average of assigned risk levels has been applied to establish the overall qualification risk profile.

Qualification Risk indicator	Low	Medium	High
Qualification purpose	Personal development	Professional development	Professional practice
Qualification size	Award	Certificate	Diploma
Qualification level	EL3 – L2	L3-L4	L5-8
Qualification assessment method	Portfolio, Practical, PD and Presentation	Portfolio and Practical or PD or Presentation	Portfolio only
Qualification assessment manageability	Real time assessment not required	Real time assessment on course/programme	Real time assessments in workplace
Qualification assessment authentication	Assessor present	Assessor part present	Assessor not present
Qualification Risk Profile	MEDIUM RISK		

Internal quality assurance	The recognised centre is required to have an internal quality assurance strategy in place which must consider: - Internal scrutiny of qualification sites [safety checks] - Internal scrutiny of qualification workforce [CPD checks] - Internal scrutiny of qualification coordination [data¹ checks] - Internal scrutiny of qualification delivery [blended delivery] - Internal scrutiny of qualification assessment [risk-based moderation] - Internal scrutiny of qualification assessment [standardisation activities]
Internal moderation	The recognised centre is required to conduct risk-based internal moderation activities. Internal moderation is defined as a form of Centre Assessment Standards Scrutiny for assessment which is marked by the centre to ensure that standards have been maintained and to adjust results where they have not. The recognised centre is required to ensure that Internal moderation takes place on each cohort before results are reported to the awarding organisation and requests for certification are made. Sampling strategies must consider the following key risk indicators: - the risk profile for this qualification [MEDIUM] - the experience of the assessors in their role as an assessor - the experience of the assessors in the delivery of this qualification - the assessment samples to include portfolios across every learner cohort - the assessment samples to include observations of professional discussions periodically - the number of learners registered and whether these attend a course or rolling programme. The recognised centre should identify a % of learners to be sampled per assessor per course OR a % of learners to be sampled per assessor on rolling programmes within a set period. The set period should be selected based upon the number of learners due for certification.

¹ Data checks must as a minimum consider timely and accurate coordination of the course/programmes and must refer to the delivery venue, fair recruitment, initial assessment, access arrangements, learner agreements, allocation of workforce, attendance, retention, achievements across the assessment and reassessments for each task aligned to the assessment strategy, internal moderation dates, results reporting and certification requests. This data must be captured and subject to internal control for every learner prior to requests for certification being made.

External quality assurance	The recognised centre is required to cooperate with the external quality assurance activities conducted by the awarding organisation workforce. The external quality assurance approach determines the nature, frequency and sampling sizes as shown: Scrutiny of the qualification workforce competence checks on 100% bookings Scrutiny of the qualification delivery venue and facility safety via risk-based external monitoring activities. Scrutiny of the qualification coordination timings and accuracy via risk-based external monitoring activities. Scrutiny of the qualification delivery to prepare learners for assessment via risk-based external monitoring activities. Scrutiny of the qualification assessment standards via risk-based external moderation interventions. Scrutiny of the qualification internal quality assurance via risk-based external moderation interventions. The external monitoring activities take place during external moderation interventions. This enables an evaluation of compliance across the breadth of the centre recognition and supplementary qualification delivery conditions to be conducted at the same time as scrutinizing the assessment standards. This maximises the use of resources and reduces the monitoring burden for recognised centres. Our external quality assurance reports may be communicated per moderation intervention in a matrix via email or via the web based in the Transcend Awarding Management System via TAMS. This is dependent on the number of learners to be certificated and the level of compliance of the recognised centre in the delivery of the qualifications. We will collaborate with each centre to determine this. The rationale is to ensure efficiency in our reporting and certifications. Where a matrix approach is adopted, these will be collated periodically and uploaded into TAMS for audit purposes. In all cases the results of each external moderation intervention is recorded in the Results Validation section of the relevant Booking Form in TAMS. This is to ensure that an audit of results is accurately, effectively, and efficiently captured and can be accessed by the recognised centre and the awarding organisation workforce.
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External moderation	The recognised centre is required to cooperate with the awarding organisation risk-based external moderation interventions. External moderation is defined as a form of Centre Assessment Standards Scrutiny for assessment which is marked by the recognised centre to ensure that standards have been maintained and to adjust results where they have not. The moderation strategy shown here is associated with the assessor's experience in delivering these qualifications, the medium-risk profile assigned to this qualification and the recognised centre's qualification approval risk profile for the qualification. This strategy is designed to confirm the scrutiny method [moderation], the frequency of the interventions and the sample size [learners and assessment activities].	
	Strategy 01: First assessments per assessor [aligned to the product risk profile which is MEDIUM]	
	Courses	40% of 30 learners assessment to be moderated across 100% tasks within the LAP per learner for each new assessor
	Programmes	40% of 30 learners assessment to be sampled across 100% tasks within the LAP per learner for each new assessor
	Strategy 02a: COURSE MODEL Ongoing assessments per assessor [based on recognised centre product approval risk profiles]	
	Low risk	20% LAPs to be moderated across 100% tasks within the LAP across learners for each assessor per booking
	Medium risk	25% LAPs to be moderated across 100% tasks within the LAP across learners for each assessor per booking
	High risk	30% LAPs to be moderated across 100% tasks within the LAP across learners for each assessor per booking
	Strategy 02b: PROGRAMME MODEL Ongoing assessments per assessor [based on recognised centre product approval risk profiles]	
	Low risk	20% LAPs to be moderated across 100% tasks within the LAP across learners for each assessor across bookings ²
	Medium risk	25% LAPs to be moderated across 100% tasks within the LAP across learners for each assessor across bookings
	High risk	30% LAPs to be moderated across 100% tasks within the LAP across learners for each assessor across bookings

² The term **across booking** is associated with a period which will be confirmed per centre dependent on the number of requests for certification within that time period. All learners within this time period per assessor will be considered to be a cohort.

External moderation of real time assessments	The moderation strategies for real time assessment are associated with the medium-risk profile assigned to this qualification. Real time assessment is defined as assessments where the learner and the assessor are present. In this qualification this refers to: Professional discussions	
	Real time assessment strategy	
	RTA Strategy 01	EQA Presence and moderation annually as a minimum to all centres, for this qualification for each real time assessment method.
	RTA Strategy 02	EQA Presence and moderation biannually per centre, for this qualification for each real time assessment method where there are more than 08 courses or 200 learners on rolling programmes.

Appendix: Qualification Specification Version Control

This document is subject to version control. We will request feedback from centres in advance of any change. We will then inform centres of the changes made in advance and will re-publish the specification via our website. All changes will be tracked here and confirmed as an updated version.

Version	Publication date	Publication details
Version 01	30 May 2023	Publication 01