

Draft assessment plan for the Fraud Control Specialist apprenticeship

| Apprenticeship reference number | Level of this assessment | Integration |
|---------------------------------|--------------------------|-------------|
| ST1445 | 4 | None |

Assessment Plan

Assessment details

Introduction

This Apprenticeship Assessment Plan (AAP) sets out the requirements for the assessment of the Level 4 Fraud Control Specialist apprenticeship. It should be read in conjunction with the General Requirements for Apprenticeship Assessment. Where there is conflict between this AAP and the General Requirements, this AAP takes precedence. Assessment organisations must also comply with the relevant regulatory framework for apprenticeship assessment.

It is important that the assessment of apprentices is proportionate, valid, and provides reliable evidence of an apprentice's attainment of the relevant knowledge and skills. As such, assessment organisations must design assessments to ensure:

- employers have confidence that the apprentice has reached the expected performance standard
- apprentices are sufficiently secure in their knowledge and skills, so that they could demonstrate their competence in different contexts (for example, a different workplace)

Assessment Outcomes

The assessment outcomes group and summarise the knowledge and skills that must be demonstrated in assessments. All assessment outcomes must be assessed.

Knowledge and skills statements in **bold** are mandatory and must be assessed in every version of the assessment that is made available.

| Assessment Outcome | Mapping |
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| AO1: Legislation, Ethics and Governance <p>Applies relevant legislation, ethical principles, and organisational governance policies and frameworks to support counter fraud, bribery, and corruption control activities. Ensures compliance with legal standards and internal policies across all operations, including understanding enablers of economic crime and their disruption.</p> | <p>K1, K2, K6, K7, K9, K22, K35, K36, S1, S2, S21</p> |

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| <p>AO2: Stakeholder Engagement and Relationship Management</p> <p>Builds and maintains effective working relationships with internal and external stakeholders using communication, influencing, and conflict resolution techniques. Utilises I.T. tools to support collaboration and engagement with partners and regulators.</p> | <p>K3, K4, K5, S3, S4, S7, S8*, S18</p> |
| <p>AO3: Fraud Risk Assessment and Prevention</p> <p>Conducts fraud, bribery, and corruption risk assessments and develops and delivers tailored prevention plans aligned with organisational risk appetite. Implements controls and strategies to deter and prevent fraudulent activity, including pre-employment vetting, due diligence, victim management, sustainability, and initial fraud impact assessments.</p> | <p>K8, K18, K19, K20, K24, K26, K32, K33, S10, S11, S15, S16, S17, S22, S28</p> |
| <p>AO4: Detection, Analysis and Reporting</p> <p>Measures fraud losses and delivers accurate fraud detection, and impact assessments that enable timely, proportionate responses and targeted interventions. Produces actionable reports and system reviews that drive informed decisions and strengthen the overall effectiveness of fraud prevention and control measures.</p> | <p>K11, K13, K16, K21, K23, K25*, K27, S12, S13*, S14*, S19, S23, S27</p> |
| <p>AO5: Education, Communication and Change Management</p> <p>Educes stakeholders on fraud risks and control measures through presentations, training and advice on implementation of new projects and systems. Communicates findings clearly and manages change initiatives, to embed counter fraud practices across the organisation. Uses digital tools to support education and collaboration.</p> | <p>K12, K14*, K28, K29, S5*, S6*, S20*, S24*, S25</p> |
| <p>AO6: Digital and Cyber Fraud Control</p> <p>Identifies cyber-enabled fraud risks and works collaboratively with specialists when determining the appropriate response to these risks. Collaborates with IT and cyber security teams to mitigate risks, including those posed by artificial intelligence and other emerging technologies.</p> | <p>K30, K31, K34, S26*</p> |
| <p>AO7: Professional Practice and Development</p> <p>Engages in reflective practice, critical thinking, and professional development to improve individual knowledge and performance and contribute to team effectiveness in fraud control environments. Includes research and review techniques aligned with professional standards.</p> | <p>K10, K15*, K17, K37, S9, S29</p> |

(*) Knowledge and skills statements which offer opportunities to develop functional English and maths are identified with an asterisk.

Assessment requirements

Assessment organisations must set apprenticeship assessments. Assessment organisations should consider how technology and digital tools can support innovation and efficiency.

Assessment organisations must design apprenticeship assessments to include at least one **Project**.

Any additional assessment(s) must be selected from the following list of methods to ensure the assessment outcomes are met in full:

- **Professional discussion**
- **Practical assessment**
- **Portfolio of evidence**
- **Observation**
- **Written assessment (long answer test)**

Assessment organisations must have due regard to any relevant frameworks, standards, guidance or other documents that may be published by industry regulators, professional bodies, and other representative groups.

Apprentices may be assessed at any appropriate point during their apprenticeship programme.

Assessments may be designed to allow a centre or training provider to mark assessments. The assessment organisation is responsible for ensuring all assessments are sufficiently reliable and valid, and for the accuracy of any centre or training provider marking.

Performance descriptors

Performance descriptors describe the level of performance required to achieve a pass or distinction grade. Assessment organisations must design assessments that align with these descriptions.

| Performance Category | Pass | Distinction |
|--------------------------|---|---|
| Applied Knowledge | Demonstrates sound application of fraud control knowledge to address well-defined but complex and non-routine problems and reach appropriate, generally effective outcomes. | Applies fraud control knowledge with confidence and precision, consistently producing high-quality outputs in response to well-defined but complex and non-routine problems. Solutions are not only appropriate but often enhance outcomes or fraud control frameworks. |

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| Applied Skills | Identifies and applies suitable cognitive and practical skills to complete fraud control activities, adapting as necessary to meet requirements. Methods chosen are generally appropriate, with results that meet organisational or sector expectations. | Adapts and applies cognitive and practical skills with a high degree of flexibility and operational awareness, ensuring that methods are both effective and optimised for quality and efficiency of fraud control outcomes. |
| Regulatory and Procedural Awareness | Applies relevant legislation, regulation, and organisational fraud control procedures with sound judgement, adapting appropriately to varied and occasionally complex cases. | Interprets and applies regulatory and procedural requirements with insight and appropriate flexibility, identifying implications and making informed decisions in varied and occasionally complex situations. |
| Communication and Collaboration | Communicates clearly and professionally with stakeholders, presenting fraud control findings and recommendations effectively. Builds collaborative relationships to support a positive fraud control culture. | Communicates and collaborates with confidence and insight, tailoring approach to meet diverse stakeholder needs, contributing to improved collaboration and fraud control outcomes. |
| Information Use and Decision Making | Analyses and interprets relevant information to make informed decisions, showing a clear awareness of the fraud control context and the broader scope of the role or occupational area. | Analyses, interprets and evaluates information from a range of sources, providing insightful justification for decisions, and demonstrating a strong awareness of broader implications within the fraud control occupational area. |
| Responsibility and Autonomy | Takes responsibility for actions and decisions within set parameters. Manages own work and, where relevant, oversees | Proactively takes responsibility for actions and decisions within set parameters. Manages own work and the coordination of others. Independently uses |

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| | <p>others or allocates resources with adequate awareness of risks and priorities in fraud control contexts.</p> | <p>sound judgment about risks and priorities to manage resources or actions in fraud control contexts.</p> |
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