

Assessment Policy – Diploma of Nursing

Purpose of This Policy

This policy ensures that Diploma of Nursing students receive fair, valid, and reliable assessments that meet the Outcome Standards for NVR Registered Training Organisations 2025 and the Australian Nursing and Midwifery Board (NMBA) Standards for Practice. Assessments are designed to confirm that you can perform safely and competently as an enrolled nurse in real healthcare settings.

What This Policy Covers

This policy covers all aspects of nursing assessment including written assignments, practical skills demonstrations, simulated clinical scenarios, and workplace-based assessments. It explains how assessments are designed, who conducts them, how you can seek Recognition of Prior Learning (RPL) or credit transfer, and the support services available to help you succeed. The policy also outlines validation processes to ensure consistent assessment quality and your rights to appeal assessment decisions.

How Assessment Works for Diploma of Nursing Students

1. **Assessment Design:** All assessments are mapped to HLT54121 Diploma of Nursing competencies and NMBA Standards. They use varied methods appropriate to nursing practice including written tests, skills demonstrations, portfolio development, case studies, and clinical placement assessments.
2. **Qualified Assessors:** Your assessments are conducted by appropriately credentialed trainers and assessors. Clinical assessments are performed by Registered Nurses who hold current AHPRA registration and have relevant clinical experience. All assessors meet the Credential Policy 2025 requirements.
3. **Assessment Principles:** All assessments follow the Principles of Assessment (fairness, flexibility, validity, reliability) and Rules of Evidence (valid, authentic, sufficient, current). This means assessments are equitable, adaptable to your needs, measure what they are supposed to measure, produce consistent results, and confirm you can perform to workplace standards.
4. **Simulated and Real Environments:** You will be assessed in both the nursing simulation laboratory and real clinical placement settings. This ensures you can demonstrate competency in controlled practice environments and in actual healthcare workplaces under supervision.
5. **Student Support Integration:** Assessment processes include reasonable adjustments for students with disabilities, culturally safe practices, and support from Student Support Services. If you need adjustments or support, speak with your trainer or Student Services.

6. Recognition of Prior Learning (RPL): If you have previous nursing experience or qualifications, you can apply for RPL. A qualified Registered Nurse will assess your existing skills and knowledge against the competency requirements. RPL assessments must meet the same standards as regular assessments.

7. Credit Transfer: If you have successfully completed equivalent units at another registered training organization, you may be eligible for credit transfer. Submit your official transcripts and unit outlines for evaluation. Credit transfer maintains the integrity of the HLT54121 qualification and NMBA requirements.

8. Assessment Validation: The Institute regularly validates assessment tools and practices to ensure they are consistent, fair, and meet regulatory standards. Independent validators review assessment materials and outcomes to maintain quality.

9. Appeals Process: If you disagree with an assessment decision, you have the right to appeal through the formal complaints and appeals process outlined in MITP07. All assessment decisions are documented and subject to review.

Key Points to Remember

Assessments must demonstrate your competency to work safely as an enrolled nurse in accordance with NMBA Standards for Practice. You will be assessed by qualified Registered Nurses who understand current nursing practice. All assessments include both theoretical knowledge and practical skills application. You can access student support services, reasonable adjustments, and RPL or credit transfer options. Assessment tools are regularly validated to ensure quality and consistency. You have the right to appeal any assessment decision you believe is unfair. Assessment results are documented and maintained confidentially in accordance with privacy requirements.

Additional Information

Diploma of Nursing students must meet both Institute assessment requirements and NMBA Standards for Practice throughout their studies. Clinical placement assessments are coordinated with healthcare partners and supervised by qualified clinical facilitators. The Institute continuously monitors assessment outcomes and updates practices based on student feedback, industry developments, and contemporary nursing practice standards.

Need Help?

If you have questions about assessments, need support, or want to discuss RPL or credit transfer:

Contact: Student Services, 1300 244 002, academics@menzies.vic.edu.au

Related Policies



- MITP07 – Complaints and Appeals
- MITP13 – Assessment, Reassessment and Re-enrolment
- MITP15 – RPL and Credit Transfer
- MITP28 – Student Support Services and Welfare
- MITP30 – Validation
- MITP83 – Reasonable Adjustment
- MITP91 – Special Consideration
- MITP97 – Course Governance – Diploma of Nursing
- MITP99 – Student Progression – Diploma of Nursing
- MITP103 – Nursing Simulation Lab Policies and Procedure