How do I report superseded training?

This fact sheet explains what superseded and replacement subjects and programs are, and how to report them in an AVETMISS data submission. Please note, if you report funded data to your State Training Authority, you will need to contact them directly as their superseded training requirements may vary. This fact sheet is for RTOs reporting directly to NCVER.

What is a superseded subject or program?
- Superseded = old/previous subject or program
- Replacement = new/updated subject or program

Which Outcome Identifier National code do I use when reporting superseded subjects?

Outcome identifier 61 - superseded subject is only to be used if your RTO has reported a continuing enrolment from a previous year (Outcome identifier national 70 - continuing enrolment) against the old code.

If a subject is superseded prior to any training activity occurring and/or prior to having been reporting, only the replacement subject (new code) should be reported.

Please see the AVETMISS Data Element Definitions for more information on Outcome identifier national 61.

What happens to a student’s transcript with superseded programs and subjects?

The reporting of a subject with an outcome 61 - superseded, will trigger the replacement of the superseded subject on the USI transcript.

How do I report on superseded programs and subjects?

Scenario 1: Subject ID A, which has previously been reported as Outcome identifier national 70 - continuing enrolment, has superseded and replaced by Subject ID B, but the program it is part of has not been superseded (or there is no associated program - e.g. Subject ID is a standalone subject). Report as

<table>
<thead>
<tr>
<th>Subject Identifier</th>
<th>Program Identifier</th>
<th>Outcome Identifier National</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject ID A</td>
<td>Program has not been superseded, therefore record whatever the program code is – original program identifier</td>
<td>61 - superseded subject</td>
</tr>
<tr>
<td>Subject ID B</td>
<td>Original program identifier</td>
<td>Actual/final outcome (e.g. 20 - competent, 30 – competency not achieved/fail)</td>
</tr>
</tbody>
</table>
Scenario 2: Subject ID A, has never been reported and has been superseded by Subject ID B, the program that it is a part of has also been superseded. Report as follows:

<table>
<thead>
<tr>
<th>Subject Identifier</th>
<th>Program Identifier</th>
<th>Outcome Identifier National</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject ID A – do not report as unit has been superseded and not previously reported</td>
<td></td>
<td>Do not report old code</td>
</tr>
<tr>
<td>Subject ID B</td>
<td>New program identifier</td>
<td>Actual/final outcome</td>
</tr>
</tbody>
</table>

Scenario 3: Subject ID A has not been superseded, but the program that it is a part of has been superseded. Report as follows:

<table>
<thead>
<tr>
<th>Subject Identifier</th>
<th>Program Identifier</th>
<th>Outcome Identifier National</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subject A has not been superseded, therefore record Subject Identifier as is</td>
<td>Use the replacement Program Identifier (new code)</td>
<td>Actual/final outcome (e.g. 20 – competent 30 – competency not achieved/fail)</td>
</tr>
</tbody>
</table>

Examples using Outcome identifier national 61 – superseded subject

1. When to use Outcome Identifier National 61 ‘superseded subject’?

You only need to report that your client was enrolled in both the superseded subject and the replacement subject if the client’s training activity took place over more than one calendar year (e.g. training commenced in 2017 and continued on into 2018). Please note if you report to your STA please contact them directly.

For example:

In the Jan-Dec 2017 collection, client 1 was reported as being in Subject A as a continuing enrolment using Outcome Identifier National 70 - continuing enrolment.

In 2018, your RTO will need to report client 1’s enrolment in Subject A with Outcome Identifier National 61 - superseded outcome, and then also report the client in Subject B with their final outcome once they complete the subject (for example 20 - competent or 30 - not competent).

2. When not to use Outcome Identifier National - 61 ‘superseded subject’?

You do not need to report that your client was enrolled in both the superseded subject and the replacement subject if the client's training activity takes place within one calendar year (e.g. training commenced and was completed in 2018) and has not been previously reported as a continuing enrolment.

For example:

When the annual Jan-Dec 2018 collection is due you will only ever need to report on Subject B and provide the final outcome. You do not need to report client 1’s enrolment in Subject A with outcome 61 – this is because all the activity happened within one reporting year.

Do not report Subject A (old code) as withdrawn using Outcome Identifier National- 40 and then Subject B (new code) with the final outcome.

What help is available?

NCVER has a dedicated Client Support team to help you with your AVETMISS related queries. Our tram is available from 8.45am - 5.00pm (Adelaide) and can be contacted a number of ways:

**Contacting the AVETMISS support team**

- **Fill out our contact form**
- **Email**: support@ncver.edu.au
- **Phone**: 08 8230 8400
- **Toll free**: 1800 649 452

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