

Evaluate and use statistical information to make recommendations in a public sector context

Level 5

Credits 8

Purpose This unit standard is designed for people employed in the public sector in positions where they are required to interpret statistical data to make and/or report decisions.

People credited with this unit standard are able to: assess and select relevant data sources, design and describe a data collection, and evaluate reports based on statistical information to answer a specific public sector policy question; and use results from reports based on statistical information to make recommendations for a specific public sector policy question.

Subfield Public Sector Services

Domain Public Sector Core Skills

Status Registered

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Entry information It is recommended that candidates have at least 14 credits from Level 1 in the *Mathematics* domain; or demonstrate equivalent knowledge and skills.

Accreditation Evaluation of documentation and visit by NZQA and industry.

Standard setting body (SSB) Learning State (trading name of the Public Sector Training Organisation)

Accreditation and Moderation Action Plan (AMAP) reference 0121

This AMAP can be accessed at <http://www.nzqa.govt.nz/framework/search/index.do>.

Special notes

- 1 Reference
Reference information to assist with this unit standard can be obtained from the Statistics New Zealand website at <http://www.stats.govt.nz> or the specific government ministry, department or agency in which the candidate works.

2 Definitions

Organisational requirements refer to instructions to staff on policy and procedures, which are documented in memo or manual format and are available in the workplace. *Reports* refer to research papers, publications, statistical summaries, books, academic papers, and website information.

Assess refers to the process of judging that the material is fit for purpose including the relevance, quality, origins and currency of the sources of the material.

- 3 Assessment for this unit standard will be based on two major case studies, and additional reports and datasets as required.

Elements and performance criteria

Element 1

Assess and select relevant data sources to answer a specific public sector policy question.

Performance criteria

- 1.1 Sources of data are identified and assessed to determine their applicability to answer a specific public sector policy question.

Range sources of data may include but are not limited to – existing collections, administrative datasets, new surveys, censuses, experiments, results of data integration projects; properties of data may include but are not limited to – origins, quality, contents, classification systems, non-response, editing and imputation, data quality, other strengths and limitations.

- 1.2 Relevant data sources are chosen and data sets are selected to answer a specific public sector policy question.

Element 2

Design and describe a data collection that can be used to answer a specific public sector policy question.

Performance criteria

- 2.1 Requirements for the design of a data collection that can be used to answer a specific public sector policy question are identified and described.

Range requirements include but are not limited to – target and survey population, sample design, mode, information collected, limitations.

- 2.2 A data collection is designed for use in answering a specific public policy question in accordance with organisational requirements.

- 2.3 Expected statistical outputs are identified and described in terms of the data collection design.

Element 3

Evaluate reports based on statistical information to answer a specific public sector policy question.

Performance criteria

- 3.1 The statistical validity of the information source is determined in terms of its fitness for purpose for answering a public sector policy question.
- 3.2 Reports are evaluated in terms of the fitness for purpose of the analysis, the reliability and validity of the conclusions, and the clarity of the content for the specific public sector policy question.

Element 4

Use results from reports based on statistical information to make recommendations for a specific public sector policy question.

Performance criteria

- 4.1 Reports are analysed to identify relevant results and statements to form a response to the question.
- 4.2 Decisions and/or recommendations, including limitations, are made based on the analysis.
- 4.3 Decisions and/or recommendations are recorded in accordance with organisational requirements.

Please note

Providers must be accredited by NZQA, or an inter-institutional body with delegated authority for quality assurance, before they can report credits from assessment against unit standards or deliver courses of study leading to that assessment.

Industry Training Organisations must be accredited by NZQA before they can register credits from assessment against unit standards.

Accredited providers and Industry Training Organisations assessing against unit standards must engage with the moderation system that applies to those standards.

Accreditation requirements and an outline of the moderation system that applies to this standard are outlined in the Accreditation and Moderation Action Plan (AMAP). The AMAP also includes useful information about special requirements for organisations wishing to develop education and training programmes, such as minimum qualifications for tutors and assessors, and special resource requirements.

Comments on this unit standard

Please contact Learning State (trading name of the Public Sector Training Organisation) qualifications@learningstate.govt.nz if you wish to suggest changes to the content of this unit standard.