



Audit report – VET Quality Framework Standards for Registered Training Organisations 2015

ORGANISATION DETAILS

Organisation's legal name:	Yorke Institute Pty Ltd
Trading name/s:	Yorke Institute
RTO number:	22040
CRICOS number:	02893G

AUDIT TEAM

Lead auditor:	Roslyn Braid
Auditor/s:	Eliza Chiam
Technical advisor/s:	nil

AUDIT DETAILS

Application number/s:	n/a
Audit number/s:	AUDREC0008764
Audit reason 1:	Compliance - monitoring
Audit reason 2:	n/a
Audit reason 3:	n/a
Activity type:	Site visit
Address of site/s visited:	Level 9, 140 Queen Street MELBOURNE VIC 3000
Date/s of audit:	14-16 November 2018
Organisation's contact for audit:	Ms Kamini Jenarthan Chief Executive Officer kamini@yorkeinstitute.edu.au (03) 9042 0231
Clauses audited:	1.1,1.2,1.3,1.5,1.6,1.8,1.13,1.16,1.26,1.14,1.15,1.18,1.20,1.17 1.27,4.1,5.1,5.2,5.3,7.3,1.7,3.1,3.2,2.2,2.3,2.4,8.2,8.3,8.5

BACKGROUND

Yorke Institute Pty Ltd trading as Yorke Institute has been operating for approximately 14+ years. It first registered with the VRQA in 2007 and transferred to ASQA in 2011. The current CEO has been there since its inception in 2007. The RTO is privately owned and operated and is a CRICOS provider.

RTO Management structure

The RTO has a Chief Executive Officer/owner, a full time Director, a full time Compliance Manager and full time Accounts Manager that deal with all operations of the RTO along with many supporting administration staff and qualified trainers.

Other strategic & operational groups that assist the RTO

The RTO also utilises Industry associations, and external contractors to assist them from time to time with ongoing development and validating of its training and assessment resources.

General description of RTO location & facilities

At the time of audit, the RTO had offices/training facilities located at ;

Suite 1 Level 9, 140 Queen Street Melbourne 3000 (Capacity – 390).

- 13 Elizabeth Street RICHMOND 3121 (Capacity – 120).
- 1 Allen Street COBURG 3058 – this site is no longer used and has never been registered on PRISMS.
- 205-209 Moreland Road, COBURG 3058 (Capacity – 40) – Used for delivery of *HLT55118 Diploma of Dental Technology* only.
- 6/51 Moreland Road COBURG 3058 – Dental Technician Clinic - Used for delivery of *HLT55118 Diploma of Dental Technology* only (not registered on PRISMS).

General description of training modes used by the RTO

The RTO provides training using:

- classroom based delivery
- mixed/blended learning modes.

At the time of audit, the RTO does not deliver any courses/qualifications interstate or overseas.

RTO's scope of registration

The RTO's scope of registration is limited to Health, Aged Care, Logistics, Nursing and Business Services. At the time of audit, there are seventeen (17) qualifications on the RTO's scope of registration; it does not deliver any stand-alone units of competency or skill sets as described on the Training Government website.

RTO fee or funding information

At the time of audit, the RTO offers its training and services as fee for service provider as well as for eligible students under the Dept of Education 2018-19 Skills First Contract. Those enrolled on a fee for service basis are primarily overseas students. Total number of enrolments as at time of audit is 177.

AUDIT SAMPLE			
Code	Training products	Mode/s of delivery /	Current enrolments
TLI32416	Certificate III in Logistics	Workplace	0
HLT54115	Diploma of Nursing	Face to face	19
CHC50113	Diploma of Early Childhood Education and Care	Face to face	13
CHC43015	Certificate IV in Aging Support	Face to face	42
HLT55115	Diploma of Dental Technology	Face to face	73
HLT55118	Diploma of Dental Technology	Face to face	0
BSB61015	Advanced Diploma of Leadership and Management	Face to face	27
CHC33015	Certificate III in Individual Support	Face to face	3

*Apprenticeship, Traineeship, Face to face, Distance, Online, Workplace, Mixed, Other (specify)

INTERVIEWEES

Name	Position	Training products
Ms Kamini Jenarthan	Chief Executive Officer	nil
Mr. Dinnesh Anamalay	Managing Director	nil
Mrs Jennifer Garrard	Compliance Manager	nil

ORIGINAL FINDING AT TIME OF AUDIT

Audit finding as at 28 May 2019: serious non-compliance

- The level of non-compliance considers the potential for an adverse impact on the quality of training and assessment outcomes for students.
- If non-compliance has been identified, this audit report describes evidence of the noncompliance.

AUDIT FINDING FOLLOWING ANALYSIS OF RECTIFICATION EVIDENCE & TERMS OF SETTLEMENT

Re-Registration Granted.

Yorke Institute registration renewed for period of 5 years from March 2019.

No Conditions of Registration imposed on Yorke Institute following Terms of Settlement.

AUDIT FINDING BY STANDARD

Standard	Original finding	Finding following rectification and Terms of Settlement
Standard 1	Not compliant	Compliant
Standard 2	Not compliant	Compliant
Standard 3	Not compliant	Compliant
Standard 4	Not compliant	Compliant
Standard 5	Compliant	n/a
Standard 6	Not Audited	n/a
Standard 7	Not Audited	n/a
Standard 8	Not Compliant	Compliant

ABOUT THIS REPORT

This report details findings against the *Standards for Registered Training Organisations 2015*.

The evidence guidance included against each clause is designed to guide the auditor and RTO on the requirements of the clause. The evidence guidance is not designed to limit the audit findings and there may be other factors an auditor takes into consideration when determining whether compliance has been demonstrated.

Where evidence of non-compliance is identified, the '*Reasons for finding of non-compliance*' section of the report will document the issues that were considered in the formulation of a finding of noncompliance.