Digital Delivery of the BOSIET Suite of Standards FAQ

1. **When can Training Providers apply for Digital Delivery of BOSIET?**

   Training Providers can now apply for Digital BOSIET with their respective Approvals Coordinator for their region.

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   Please note that this is optional and application is at the discretion of each individual Training Provider.

2. **Can a Training Provider request for a demonstration of the Digital product before deciding to proceed with the application?**

   Yes. Please contact your regional Approvals Coordinator for assistance.

3. **Are Training Providers required to hold BOSIET/TBOSIET/BOSIET CAEBS approval in order to apply for Digital BOSIET?**

   Yes. Note – you can only apply for the BOSIET version you currently hold accreditation for.

4. **What is the process for applying for and achieving Digital BOSIET Approval?**

   To gain approval for the Digital delivery of BOSIET you will have to submit a desktop submission, the content of which is defined below and covers the principal areas where specific evidence will be required.

   This will demonstrate compliance with the Digital BOSIET Standard.

   a. Criterion 1.11. The administration process for Digital BOSIET must be submitted clearly defining process, roles and responsibility.
   b. Criterion 4.1 course joining instructions, course information and a sample certificate must be submitted.

c. Criterion 4.3 course lesson plans and the safety induction assessment paper relevant to the delivery and assessment of the Digital BOSIET in accordance with the standard requirements must be submitted

d. Criterion 4.4. A course timetable in accordance with the relevant Digital BOSIET standard requirement must be submitted.

Note – The existing Guidance Matrix can be used when submitting evidence.

5. **What is the approval fee for Digital BOSIET?**

900GBP regardless of how many versions are applied for at the same time.

6. **Are there any additional costs associated with Digital BOSIET approval?**

Once approved to deliver the Digital BOSIET, including the 900GBP approval fee, the only additional cost will be the registration fee per delegate

7. **What is the implementation date for the Digital BOSIET?**

Training Providers can start assessing Digital BOSIET candidates from 1st January 2018

8. **What is the cost for Training Providers to access the Atlas Digital BOSIET portal?**

There are no additional costs to access the portal once approved.

9. **How do I locate Training Providers that are approved for the Digital delivery?**
The section 'Network of Training Providers' within the OPITO website will contain information on which Training Providers are approved to deliver the various Digital BOSIET products.

10. **Upon completion of the Digital Learning of the BOSIET, can a delegate complete the practical elements at a different Training Provider than originally registered with?**

No. The delegate is required to complete the practical elements at the Training Provider which they have originally registered with.

11. **Is there a separate course code for Digital BOSIET?**

No, the code will be the same as the existing codes for BOSIET/TBOSIET/BOSIET w/CAEBS

12. **Is the Digital BOSIET available in other languages than English?**

No

13. **Can the Digital BOSIET be delivered separately i.e. as a one day course or do the students need to enrol on our three-day BOSIET and just appear for the practical sessions?**

The assessment day for the Digital delivery delegates contains a specific timetable based upon a maximum of 8 delegates.

14. Can a delegate register themselves without going through a Training Provider?

No, they cannot. The candidate needs to contact an approved Training Provider, who can offer the Digital BOSIET as an option.

15. Is there a requirement for the delegate who has registered to provide valid identification (ID)?

During the booking stage, the delegate must provide the following details:
First Name, Last Name, Date of Birth, Telephone number and e-mail address.

The unique log-in details will then be automatically e-mailed to the candidate, who then needs to validate these details.

When this candidate has completed the online course and presents him/her self at the Training Provider for the assessment process, then they will be required to show appropriate government issued identification, which must match the registration details.
The training centre will verify the candidate's ID before they embark on the assessment process which tests them against the learning outcomes. These learning outcomes are both a knowledge based test and practical demonstration.

16. What does the Digital Delivery cover?

Please see the timetables in the relevant BOSIET standard. This is contained in section B.7. Delegates will complete the theoretical content of the training programme via completion of the BOSIET on-line learning programme prior to attending an OPITO-approved training centre to observe live demonstrations and to be assessed against the learning outcomes

17. What is the structure of the Digital program for the delegates?

Program starts with viewing of an introduction video, followed by following modules:

1. Module 1 – Safety Induction
2. Module 2 – Helicopter safety and escape
3. Module 3 – Sea survival and first aid
4. Module 4 – Firefighting and self-rescue

The Modules can be taken in any order.

18. Will it be possible to deliver a combined Digital BOSIET with CAEBS and Digital BOSIET with EBS course?

Combined delivery of BOSIET EBS with BOSIET CAEBS is currently not available.

19. How long does it take for the student to complete each of the online modules?

This would depend on the delegate, however in general it will take around the same time or less than if it was delivered in a classroom by an instructor.

20. What IT requirements are required to access the portal?

Delegates may access the portal from any web enabled device, including mobile and tablets in additional to laptop/PC.

21. Are Training Providers required to provide IT device for the delegates, or are delegates expected to use their own IT devices to access the portal?

This is at the discretion of the Training Provider and delegate.

22. What do we do for support outside of UK working hours?

On the BOSIET Portal, there is a 'Help' menu item in the top bar.

This help section offers 3 distinct areas; Frequently Asked Questions, Help and 'Contact Support'.

'Contact Support' area provides an online means for anyone accessing the system to seek support. This method automatically collects technical and configuration details of the user's computer system which will assist us in providing effective support.

The form can be used 24x7, but technical response will only be provided during UK working hours.

Telephone support is also available on the technical support line number

23. Where is the online learning hosted?

The online learning is located on the Atlas Knowledge servers, hosted by Rackspace in the UK. There is no requirement for any Training Provider to host the online learning.

24. When does the delegate's login to the portal expire?

Once a delegate has been registered for the online Digital BOSIET, that delegate will be able to access the content of the course at any point. There is currently no time limit on this access.

25. **Will training departments of employing companies have access to the DSI portal, or will it only be Training Providers?**

    At present only Training Providers will have access to the portal. However, training departments of employing companies can contact OPITO to access a demonstration of the course content.

26. **Is it solely the responsibility of the Training Providers to make the registrations / enrolments to the online learning programme?**

    Yes

27. **The Training Provider User Guide mentions that course instructions for the Digital learning will be sent to the delegate's email address. Will it be possible to have details sent to the employer's training department for distribution to the delegate?**

    This will be sent directly to the email address provided when making a booking.

28. **If a delegate doesn't successfully complete the practical training / assessment, do they need to be re-enrolled to the online learning programme again?**

    Delegate will need to return to the training centre within the 3 months period of commencing the practical session to repeat the modules that were incomplete, or deemed Not-Yet-Competent.
    Should this extend beyond the 3 months grace period, the training provider will need to re-register the delegate on the portal. This is in-line with existing requirements.