

# South Australian Skills Act – Transition arrangements

New Standard	Existing arrangements	New arrangements commencing 1 July
<b>Employer Registration</b>	Applications assessed against selected criteria Pre July 1.	<p>Transient applications will move into new process of assessment via declaration process</p> <p>New applications for employer registration to complete a Declaration Form to register their commitment to obligations.</p> <p>Selected employers will be audited periodically based on a risk assessment.</p>
<b>Prohibited Employers</b>	N/A	New rules apply to all registered employers from July 1 – Prohibited Employers will be listed on Skills Register.
<b>Host Employment Arrangements</b>	Registered Employers that use hosting arrangements are identified by a condition on registration.	<p>Existing registered employers with a hosting condition will have the condition of registration carried forward.</p> <p>All registered employers that use hosting arrangements must:</p> <p>Provide a list of host employers to the Department every 6 months. A reporting template will be forwarded to impacted employers, and the first report will be requested on 1 October 2021.</p> <p>Check via the SA Skills Commission website whether a prospective host employer is on the Prohibited Employer register prior to placing an apprentice or trainee with a host. Host employers cannot be a Prohibited Employer.</p> <p>If you intend to be a host employer, you will need to:</p> <p>Notify the Department at <a href="mailto:dis.skills@sa.gov.au">dis.skills@sa.gov.au</a>.</p> <p>A condition will be added to your registration if the hosting arrangements are approved.</p>
<b>Supervision</b>	Existing trainees and apprentices will be measured on pre-July 1 2021 ratios and aligned when trainees/apprentices leave to convert to new ratios.	<p>Each apprenticeship and traineeship has been assessed as either high, medium or low risk for supervision. The ratios will be published in the Traineeship and Apprenticeship Pathways (TAP) Schedule.</p> <p>An employer must not exceed these supervision ratios unless they have applied for and received written approval from the Commission.</p> <p>Employers who may be over the supervision ratio on 1 July 2021 will be contacted directly by the Department for Innovation and Skills.</p>
<b>Training Contract applications</b>	Training Contract applications that have been lodged prior to 1 July 2021 will continue to be processed and the new supervision requirements will apply.	<p>Training Plans are not required to be submitted with Training Contract Applications.</p> <p>Employers, Nominated Training Organisations and Apprentices/Trainees will be notified of the requirements regarding training plans when the training contract is approved.</p>

<b>Training Plan</b>	Training Plan is required with Training Contract Application.	Training Provider needs to confirm the Training Plan is in place within 28 days of accepting nomination via the ATLAS Portal – no physical Plan required to be submitted to DIS. Training plans must be reviewed by the NTO at least every 6 months. Compliance will be monitored by DIS.
<b>Nominated Training Organisations</b>	None	Training providers including Registered Training Organisations and higher education providers become Nominated Training Organisations Process for NTOs to accept nomination commences – 1 July New obligations for NTOs outlined in the Standards.
<b>Training Contract Conditions</b>	Current conditions apply for contracts approved prior to 1 July.	Application (online) to extend probationary period in exceptional circumstances only to a maximum of 6 months or 25% of the term of the training contract, whichever is the lesser. Application (online) to convert part time to full time contracts.
<b>Variation to a Contract – Suspension, substitution, and Termination</b>	Applications to vary contract that are currently in the system will be processed. Applications for transfer received prior to 1 July will have the transfer fee waived.	Application to vary contract form (online) Non mutual variations may be subject to dispute resolution and/or mediation with Commission Transfer Fees Apply post July 1, payment is between employers unless waiver applies or mutually agreed.
<b>Recognition of Other Qualifications and Experience</b>	Existing applicants for Recognition of Trade Training will continue to be processed	Applications for Recognition of Other Qualifications and Experience will be processed by the Commission. New fee structure commences
<b>Complaints Handling, Mediation and Advocacy</b>	Active complaints will continue as per the provisions in the Act but be transferred to SASC. TAS will continue to resolve matters that relate to compliance/ regulations	All complaints will be either direct to the Commission or referred to the Commission by TAS Info line where appropriate.
<b>Record Keeping</b>	Compliance with new documentation – 2-month period to convert to new process	Please refer to the record keeping checklist to ensure you maintain adequate recording keeping – this may mean that you need to collect further information on top of your current records

**Arrangements to transition existing employers to the new Standards are being finalised. All impacted employers will be contacted directly.**