CQI AND IRCA CERTIFIED AUDITING COURSES.

FOUNDATION LEVEL COURSE ISO 9001:2015 (QUALITY MANAGEMENT SYSTEMS) – FD116.

This course is a great introduction to the ISO 9001 family of standards and will especially appeal to those involved in the design, implementation and management of a quality management system (QMS).

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WELCOME.

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INTRODUCTION.

This course will provide delegates - who already have an existing, basic knowledge of, or experience in, quality management - with an understanding of the management systems approach and the requirements of ISO 9001. It provides a basis for delegates who wish to go on to complete CQI and IRCA Certified QMS Auditor Training courses.

Successful completion of this Foundation QMS course does not meet the training requirement to become an IRCA certificated auditor. For the full training requirement, see IRCA/1000.

HOW WILL YOU BENEFIT?

The International Register of Certificated Auditors (IRCA) and its CQI division, is the leading professional body for management system auditors, offering a globally recognised business qualification. It represents 10,000 registered auditors in 150 countries and every year, around 60 000 delegates study an IRCA approved training course

Here's why you should study an IRCA certified training course as opposed and non-IRCA auditing course...

The IRCA certified courses delivered by rove;

- are regularly reviewed by independent learning specialists to maintain the standard of training
- are taught by independently assessed tutors to guarantee the quality of tuition
- are recognised by employers globally, as providing employees with the highest standard of tuition
- shows our dedication to maintain the highest standards of learning as we have voluntarily chosen this monitoring to ensure our courses deliver a quality, delegate-focused learning experience
- are an easy way to differentiate us from other non- certified training providers
- are the entry route for registration with the International Register of Certificated Auditors (IRCA), the professional body for management system auditors.

ABOUT ROVE.

rove has worked in partnership with the CQI and IRCA since 2010. It has delivered CQI and IRCA training programmes, supporting auditing and quality management professionals develop and progress in their careers. rove initially offered the Level 3 Certificate and Level 5 Diploma in Quality Management qualifications, and from 2016 the Foundation, Practitioner and Professional Level courses.

rove has been assessed and certified as an Approved Training Partner (ATP) by the CQI and IRCA. This means it has the processes and systems in place to deliver certified courses to the highest standards. The CQI and IRCA undertake ongoing monitoring activities to ensure rove continues to meet ATP requirements.

Since 2016, rove has worked with over 400 learners, from over 300 companies - both in the UK and Internationally. It has a course pass rate of 100% (over 700 courses completed) and has supported nearly 30 individuals to achieve the Practitioner and Professional Certificates in Quality Management. rove is the only ATP able to offer Professional courses and the Professional Level Certificate in Quality Management.

FLEXIBLE DELIVERY – HOW?

rove's supported distance learning model means you can study when you want – its systems provide you with 24/7 access to course materials and assessments and your dedicated tutor will provide timely advice, support and feedback throughout your course. This means:

- You're not constrained to set dates/times for training - you can start when you're ready.

- You can complete your training at a pace that's best for you - if you have more time than expected you can accelerate your learning and complete earlier than planned.

- You can access course learning, assessment and study support materials, receive feedback and support and sit your exam at a time and place that works for you.

If you'd like to know more about how our delivery model works, please get in touch.

HOW LONG DOES IT TAKE?

This course typically takes **four** weeks (7 hours) to complete, however this depends on the time you have to dedicate to your studies.

WHAT ARE THE ENTRY REQUIREMENTS?

RECOMMEND PRIOR KNOWLEDGE:

a) Management systems
- The Plan, Do, Check, Act (PDCA) cycle

- The core elements of a management system and the interrelationship between top management responsibility, policy, objectives, planning, implementation, measurement, review, and continual improvement.

b) Quality management
- The fundamental concepts and the seven quality management principles (see ISO 9000)

- The relationship between quality management and customer satisfaction.

c) Quality management terms and definitions
- The commonly used quality management terms and definitions (see ISO 9000).

Unsure if this course is right for you?

- Use the IRCA tool to help (https://www.quality.org/content/find-grade-you-0)
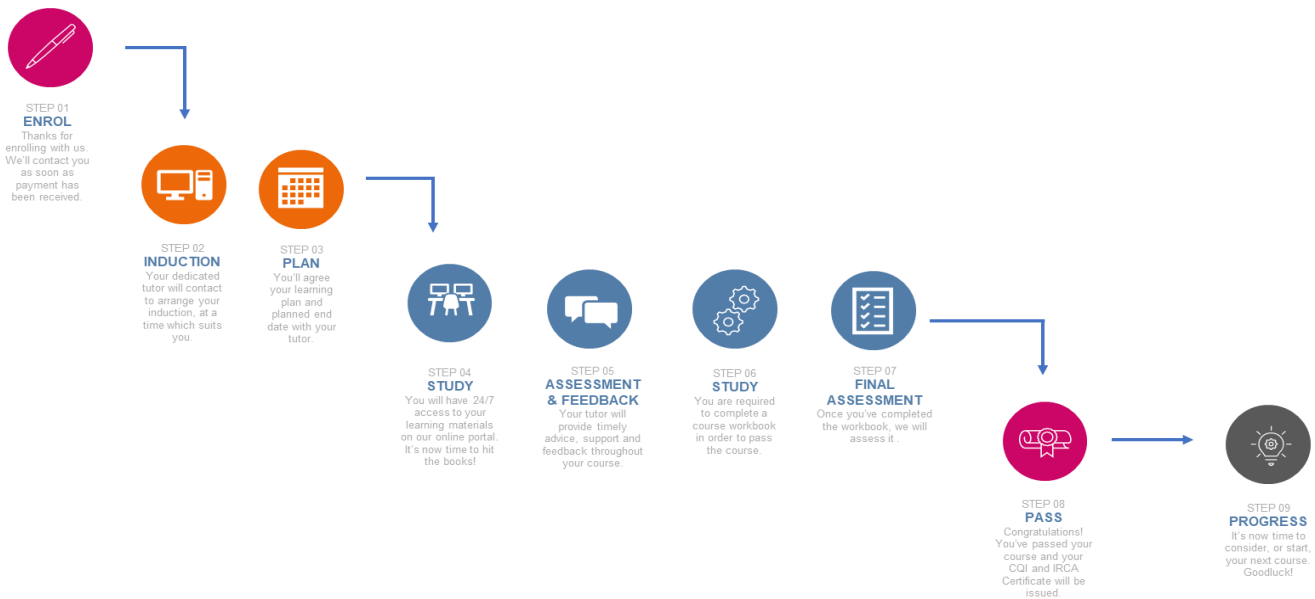
- Get in touch to request a free consultation.

ASSESSMENT AND CERTIFICATION.

- Assessment for foundation courses is workbook based.

- On successful completion you will be awarded a certificate of completion.

YOUR LEARNING JOURNEY.

STEP 01 — ENROL
Thanks for enrolling with us. We'll contact you as soon as payment has been received.

STEP 02 — INDUCTION
Your dedicated tutor will contact to arrange your induction, at a time which suits you.

STEP 03 — PLAN
You'll agree your learning plan and planned end date with your tutor.

STEP 04 — STUDY
You will have 24/7 access to your learning materials on our online portal. It's now time to hit the books!

STEP 05 — ASSESSMENT & FEEDBACK
Your tutor will provide timely advice, support and feedback throughout your course.

STEP 06 — STUDY
You are required to complete a course workbook in order to pass the course.

STEP 07 — FINAL ASSESSMENT
Once you've completed the workbook, we will assess it.

STEP 08 — PASS
Congratulations! You've passed your course and your CQI and IRCA Certificate will be issued.

STEP 09 — PROGRESS
It's now time to consider, or start, your next course. Goodluck!

COURSE FEES.

Course fee:
- **£365.00 + VAT**.

A **10% discount** will be applied if you enrol on this course, in addition to all seven of our Foundation quality courses or, in addition to our Practitioner Certificate in Quality Management programme.
- **£328.50 + VAT (10% discount).**

WHAT'S INCLUDED?

Course fees cover tutorial support, course induction, learning, assessment and support materials, an account for our learning management system and CQI and IRCA registration and certification.

You will need a copy of the ISO 9001:2015 'Quality Management Systems Requirements' standard to reference while completing this course. This is not provided and without it, this course will be very challenging to successfully complete.

A reference copy of ISO 9000:2015 – 'Quality Management Systems – Fundamentals and Vocabulary' would also be beneficial while completing the course.

HOW TO ENROL?

We don't have set start dates for our courses, so you can enrol at any time using our **online enrolment form**.

Once we receive your completed form, we will process your application and issue an invoice for your course fees. Following payment, we will contact you to arrange your induction.

QUESTIONS?

If you have any questions, please get in touch:

- +44 (0) 191 670 9529 or

- info@roveconsultancy.co.uk.

INTRODUCTION TO ISO 9001:2015 (QUALITY MANAGEMENT SYSTEMS) - FD116.

OVERVIEW

This course will provide delegates who - already have an existing, basic knowledge of, or experience in, quality management with an understanding of the management systems approach and the requirements of ISO 9001, and provide a basis for delegates who wish to go on to complete CQI and IRCA Certified QMS Auditor Training courses.

Successfully completing the CQI and IRCA Certified ISO 9001:2015 Foundation QMS Training course does not meet the training requirement to become an IRCA certificated auditor. For the full training requirement, see IRCA/1000.

INDICATIVE CONTENT

The purpose of a quality management system, of quality management systems standards, and the business benefits of improved performance of the quality management system.

- The purpose of a quality management system and the business benefits of improving the quality management system's performance.

- The processes involved in establishing, implementing, operating, monitoring, measuring, analysing, evaluating, reviewing, maintaining, and improving a quality management system, including the significance of these for QMS auditors.

- The terms and definitions defined and used in ISO 9000.

The structure and content of ISO 9001 and its relationship with ISO 9000.

- The structure and content of ISO 9001 with reference to the PDCA cycle and the model of a process-based quality management system.

- The relationship between ISO 9001 requirements and ISO 9000 with reference to the seven quality principles.

The specific quality management related requirements of ISO 9001.

- The relationship between the external and internal issues, the relevant requirements of relevant interested parties, the actions to address risks and opportunities, and the quality management system processes needed to implement them.

- The purpose of the scope of a quality management system and what should be considered when determining it.

- The purpose of a quality policy, the relationship between the quality management system scope, and the quality policy and the requirements for its content, implementation and review.

- The role of top management for the effectiveness of the quality management system.

- The requirements for quality objectives and the relationship between them, the quality policy and management review.

- The resources needed to achieve customer satisfaction and conformity to product and service requirements and the requirements for support.

- How an organisation plans, implements and controls the processes needed to meet quality management system requirements, and how any externally provided processes, products and services are controlled.

- The typical processes and associated process controls required to achieve customer satisfaction and conformance of product and service with requirements.

CERTIFICATION

At the end of this course delegates will be awarded a certificate of completion in foundation level - Introduction to ISO 9001:2015 (Quality Management Systems), FD116.

PROGRESSION

On completion you might want to consider progressing to the ISO 9001:2015 Internal Auditor (Quality Management Systems) course (PR236) which will to provide you with the knowledge and skills required to perform an internal audit of part of a quality management system based on ISO 9001 (or equivalent), and report on the effective implementation and maintenance of the management system in accordance with ISO 19011.