



CLUED IN EDUCATION

RTO CONSULTANCY

Services & Investment Guide

Strategic support for stronger RTO governance, quality and capability

**Independent advice. Practical improvement.
Systems designed for how your RTO actually operates.**

Catherine Hodgson | Founder, Clued In Education
Perth, Western Australia | Supporting RTOs nationally

Consultancy grounded in operational reality

Clued In Education works with RTO owners, CEOs, senior leaders and quality teams who want greater confidence in how their organisation is operating, monitoring performance and responding to risk.

Led by Catherine Hodgson, Clued In Education provides independent consultancy across governance, self-assurance, workforce capability, training and assessment, enterprise risk management and organisational improvement. The focus is not simply on whether documents exist, but on whether systems are working as intended and producing the outcomes they were designed to achieve.

Three ways to begin

1. ADVICE

\$495 + GST

A focused strategic advisory session for a defined issue.

- Up to 90 minutes with an RTO owner, CEO or leadership representative
- Review of up to three relevant documents supplied in advance
- Written summary of key considerations and recommended next steps

2. DIAGNOSIS

From \$2,500 + GST

An independent diagnostic or system review to understand what is happening and where improvement should begin.

- Defined scope and evidence review
- Consultation with relevant personnel
- Risk-prioritised findings and practical recommendations

3. DEVELOPMENT AND IMPLEMENTATION

Custom proposal

Tailored development or implementation support based on the RTO's context, priorities and existing capability.

- Systems, frameworks, tools or resources developed for your RTO
- Implementation workshops or advisory support where required
- Clear deliverables, milestones and investment confirmed before work begins

Advisory, diagnostic and review services

These services provide an accessible starting point when an RTO needs independent advice, a clearer diagnosis or a structured review of existing arrangements.

Service	Designed for	Investment
Strategic advisory session	One defined organisational issue requiring senior advice and clear next steps.	\$495 + GST
Executive leadership advisory session	A leadership team examining one strategic concern through a facilitated two-hour session.	\$950 + GST
Focused Quality Diagnostic	One defined issue such as governance reporting, validation, student support, trainer capability or continuous improvement.	From \$2,500 + GST
System Review	One complete organisational system, including governance, workforce capability, training and assessment, student support or risk.	From \$4,500 + GST

Whole-of-RTO Quality and Self-Assurance Review

A broader independent review can help leaders understand the effectiveness of organisational systems, identify risks and establish realistic improvement priorities. Final pricing reflects scope, student numbers, delivery complexity, sites, funding arrangements and the evidence sample required.

RTO profile	Indicative investment
Small, relatively simple RTO	From \$6,500 + GST
Medium or moderately complex RTO	From \$10,000 + GST
Large, multi-site or complex RTO	From \$16,000 + GST

Important: A consultancy review provides an independent assessment of current arrangements and improvement priorities. It does not guarantee compliance or predict the outcome of regulatory activity.

Governance, self-assurance and enterprise risk

Good governance requires leaders to receive useful information about organisational performance, emerging risks and whether systems are producing their intended outcomes. These projects strengthen the architecture that supports oversight and decision-making.

Service	What it may include	Investment
Governance and Monitoring Review	Review of leadership reporting, responsibilities, monitoring arrangements, escalation pathways and decision-making information.	From \$4,500 + GST
Governance and Self-Assurance Framework	Framework design, defined responsibilities, monitoring schedule, reporting structure, escalation arrangements and implementation workshop.	From \$7,500 + GST
Enterprise Risk Management Review	Review of the existing ERM framework, risk register, controls, reporting and integration with organisational decisions.	From \$4,500 + GST
Enterprise Risk Management Framework	Leadership consultation, risk methodology, roles, reporting, review arrangements, facilitated workshop and implementation guidance.	From \$8,500 + GST

What affects the final scope?

- The maturity and consistency of existing governance or risk arrangements
- The number of business areas, sites and delivery models involved
- The amount of leadership and staff consultation required
- Whether the engagement is a review, a complete framework build or both
- The level of implementation support required after delivery

Workforce capability

Credentials establish eligibility to perform a role, but they do not establish every aspect of capability. Clued In Education helps RTOs develop structured approaches to identifying, supporting, observing and monitoring the capability of their workforce.

Service	What it may include	Investment
Workforce Capability Diagnostic	Review of how capability needs are identified, supported and monitored, including professional development and observation practices.	From \$3,500 + GST
Trainer Observation System	Observation framework, tools, observer guidance, feedback process and implementation session.	From \$3,500 + GST

More extensive customisation

Projects involving digital implementation, integration with performance management, extensive workforce consultation or significant variation across roles and delivery contexts will be scoped separately. Larger customised capability projects commonly range from \$8,500 to \$12,000 + GST.

Training and assessment quality

Training and assessment quality cannot be established through completed templates alone. Reviews and development projects consider regulatory alignment, educational quality, usability, accessibility and the strength of the evidence produced.

Reviews

Service	Investment
Assessment tool review, standard unit	\$550 + GST per unit
Assessment tool review, complex or high-risk unit	From \$750 + GST per unit
Secondary review following rectification	\$275 + GST per unit
Training and Assessment Strategy review	From \$750 + GST per qualification
Complex TAS or multiple delivery cohorts	From \$1,250 + GST
Qualification-level training and assessment review	From \$2,500 + GST per qualification

Custom Development

Service	Investment
Assessment tool development, standard unit	From \$1,500 + GST
Assessment tool development, complex or high-risk unit	From \$2,000 + GST
RPL assessment approach	From \$2,000 + GST
Clustered assessment or qualification-level resources	Custom quotation

Qualification-level development is quoted after considering unit complexity, clustering, delivery mode, practical evidence, existing materials, intellectual property arrangements and the complete set of resources required.

Professional development and facilitated leadership work

Service	Investment
Customised professional development delivery	\$300 + GST per hour
Half-day professional development workshop	From \$1,500 + GST
Full-day professional development workshop	From \$2,750 + GST
Two-hour facilitated leadership workshop	\$950 + GST
Half-day facilitated leadership workshop	\$1,750 + GST
Full-day facilitated leadership workshop	\$3,000 + GST

Published workshop prices include limited consultation and contextualisation. Substantial new program development, travel, accommodation and venue costs are quoted separately.

RTO establishment and registration

Initial registration support is tailored to the proposed scope, delivery model, existing assets and the work the client will undertake internally. A genuinely customised registration project may include governance and operational systems, policies and procedures, training and assessment strategies, learning and assessment resources, RPL arrangements and support through the regulatory assessment process.

Registration support	Investment
Readiness assessment only	\$2,500 + GST
Small, straightforward initial scope	From \$20,000 + GST
Moderate scope or blended delivery	From \$27,500 + GST
Complex, high-risk or resource-intensive scope	From \$35,000 + GST

Regulatory fees, financial viability assessments, technology, facilities, equipment, staffing and third-party costs are not included unless expressly stated in the proposal. Registration outcomes cannot be guaranteed.

Ongoing advisory support

Ongoing arrangements provide RTO leaders with regular access to experienced advice and structured support. They are designed for organisations seeking continuity, not low-cost blocks of outsourced compliance labour.

LEADERSHIP ADVISOR

\$1,250 + GST per month

For leaders who want a regular external perspective on current priorities.

- One 90-minute advisory meeting each month
- Up to two hours of agreed review or follow-up work
- Priority email questions within defined boundaries
- Three-month minimum engagement

QUALITY AND SELF-ASSURANCE PARTNER

\$2,500 + GST per month

For RTOs requiring more active review, analysis and improvement support.

- Two advisory meetings each month
- Up to six hours of agreed review, analysis or development
- Quarterly review of improvement priorities
- Three-month minimum engagement

STRATEGIC RTO PARTNER

From \$4,000 + GST per month

For organisations requiring regular executive advisory and project support.

- Regular executive advisory meetings
- Up to twelve hours of agreed consultancy work
- Scheduled review of governance, quality or risk priorities
- Six-month minimum engagement

An aerial, high-angle photograph of a modern office or co-working space. The floor is made of light-colored wood. Several white, rectangular tables are arranged throughout the space. People are seated at these tables, some working on laptops, others looking at documents. The lighting is bright and even, creating a clean, professional atmosphere. The perspective is from directly above, looking down on the scene.

How an engagement begins

01 Introductory fit conversation

A complimentary 30-minute conversation establishes what is happening, whether the work sits within Catherine's expertise and whether a paid service is appropriate.

02 Scope and proposal

Where appropriate, Catherine recommends a scope and provides a written proposal confirming deliverables, timeframes, responsibilities and investment.

03 Review, consultation or development

The engagement may involve evidence review, consultation, facilitated discussions, analysis, system development or tailored resources.

04 Findings and implementation

Where relevant, the RTO receives clear findings and risk-prioritised recommendations, with implementation support available by agreement.

Pricing notes

- All prices in this guide exclude GST.
- Prices shown as "from" are starting points for a straightforward scope.
- Final pricing depends on complexity, available evidence, consultation, deliverables and implementation support.
- Fixed projects generally require a commencement payment, with milestone invoicing available for larger engagements.
- Travel, accommodation and other agreed expenses are additional.
- Work outside an agreed scope will only proceed after approval.

About Catherine Hodgson



Catherine Hodgson is an educator, writer and RTO advisor with more than 17 years of experience across education and more than 13 years in the vocational education and training sector.

Her experience includes senior leadership within a CRICOS-registered RTO, enterprise risk management, training and assessment design, inclusive education, workforce capability, quality systems and organisational governance. This combination allows Catherine to consider regulatory requirements alongside the operational and educational realities of running an RTO.

Catherine works with RTO leaders, trainers, assessors and quality professionals across Australia. Consultancy is available online, with in-person services available by arrangement.

What does your RTO need to be more confident about?

Start with a confidential conversation about what is happening and what an appropriate next step may look like.

info@cluedineducation.com.au | cluedineducation.com.au/rto-consultancy-services