



ICPA

Injury Compensation Program Administrator Credentialing Program
4800 Mark Center Drive, Suite 5G21 • Alexandria, VA 22350-1100

Department of Defense Injury Compensation Credentialing Program

ABOUT

The Defense Civilian Personnel Advisory Service (DCPAS), Benefits, Wage & NAF Policy Line of Business is proud to present the Department of Defense Injury Compensation Program Administrator (ICPA) Credentialing Program.

The ICPA Credentialing Program is a unique certification program available to HR professionals working in the injury compensation field. The program is structured in three tiers and provides useful and timely training to employees at all levels of their injury compensation careers. Progression through the ICPA Credentialing Program will sharpen and enhance the participant's ability to interpret and apply the statutes, regulations, policies & procedures that apply to workers' compensation benefits for federal employees.

TAKE CHARGE OF YOUR CAREER

Making the commitment to progressing through the ICPA Credentialing Program is not only a sound professional decision, it's an investment in yourself. Becoming credentialed will enhance your ability to provide accurate and impactful injury compensation guidance to your organization as well as your organization's injured employees during their time of need. The Federal Employees' Compensation Act (FECA) is a complex occupational disability benefit program. Your mastery of the principles, policies, and procedures of the FECA will allow you to become a subject matter expert and showcase the critical role you play in administering the injury compensation program for your organization.

As an ICPA, you can complete the training and exam for levels I & II and earn your credentials as a DoD Injury Compensation Technical Advisor (DoD ICTA). As your career, and time in the federal injury compensation field progresses, you will also have the ability to become Level III credentialed. With an intended audience of Agency/Component Program Managers, and individuals aspiring to one day manage agency/component level programs, completing the Level III training and exam will allow you to earn your credentials as a DoD Injury Compensation Program Manager (DoD ICPM) and position you well for achieving your long term professional goals. Take the first, or next, step on your professional journey and enroll today!

ELIGIBILITY

This applies to all Federal Civilian Employees and the following professional and educational criteria must be met:

LEVEL I Training

- Must be in the 0201 or 0203 Occupational Series or in a position requiring FECA administration/management duties.

LEVEL II Training

- At least 2 years of experience in a position requiring FECA administration/management duties.
- Complete ICPA Level I Training Course
- Pass ICPA Level I Post-test with a score of 85% or higher.



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LEVEL III Training

- At least 3 years as an Agency FECA Program Manager or someone who aspire to manage agency/component level program
- Complete ICPA Level II Training Course
- Pass ICPA Level II Post-test with a score of 85% or higher

LEVEL I Credentialing Exam

- Complete ICPA Level I Training Course
- Pass ICPA Level I Post-test with a score of 85% or higher.

LEVEL II Credentialing Exam

- Pass the Level I Credentialing Exam with a score of 85% or higher.
- Complete ICPA Level II Training Course
- Pass ICPA Level II Post-test with a score of 85% or higher.
- NOTE: To retain your ICPA Credentialing certification, you must be in the 0201 or 0203 occupational series or in a position requiring Federal Employee Compensation Act administration/management duties and successfully pass a recertification exam every 3 years.

LEVEL III Credentialing Exam

- Pass the Level II Credentialing Exam with a score of 85% or higher
- Pass ICPA Level III Post-test with a score of 85% or higher.
- NOTE: To retain your ICPA Credentialing certification, you must be in the 0201 or 0203 occupational series or in a position requiring Federal Employee Compensation Act administration/management duties and successfully pass recertification exam every 3 years.

WHEN

Level I, II, and III training classes are open and available for the coming calendar year.

TESTING LOCATIONS

Eligible personnel may take the computer-based DoD IC credentialing exams at two approved testing centers located at Ft. Riley, Kansas and Joint Base San Antonio, Texas. Remote proctoring is also available via <https://credentialingexamrequest.as.me/>.

MARK CENTER TESTING SCHEDULE

Credentialing testing at the Mark Center is postponed until further notice.

Questions?

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