



# ICPA

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

## Department of Defense Injury Compensation Credentialing Program

***Be Recognized. Get Credentialed. Don't Wait! Register Today!***

### CALLING ALL FEDERAL HR PROFESSIONALS!

If you are an HR Professional within the Department of Defense (DoD), please consider this a personal invitation to register for and participate in the DoD Injury Compensation Credentialing Program alongside your DoD colleagues.

The DoD is unique among federal agencies in recognizing the importance and value of staffing subject matter experts in the administration of claims filed under the Federal Employees' Compensation Act (FECA). These subject matter experts, Defense Civilian Personnel Advisory Service (DCPAS) Injury Compensation Management Advisors, provide program management and claim specific guidance and support to Injury Compensation Program Administrators (ICPA) at the DoD component agencies we serve. This collaboration consistently results in year over year DoD component FECA cost savings that far outpace those of other federal agencies.

DCPAS injury compensation training covers a wide range of FECA topics that federal injury compensation professionals deal with on a daily basis:

- Program Fundamentals
- Laws & Regulations
- Case Management Best Practices

And the DCPAS class experience is second to none with:

- Interactive & Experienced Instructors (DCPAS Injury Compensation Management Advisors)
- Realistic Practice Scenarios & Exercises
- Helpful Job Aids & Reference Materials
- Opportunity for Collaboration with Peers

#### ICPA Level I Course (Beginner) Highlights:

FECA References	Chargeback Management
Record Keeping & Disclosure	ECOMP Usage
Continuation of Pay (COP)	Return to Work

#### ICPA Level II Course (Intermediate) Highlights:

Case Review Best Practices	Managing Complex FECA Claims
Light Duty & Job Offers	Indicators of Potential FECA Fraud & Abuse
Prohibited Dual Benefits	Other HR Matters That Affect FECA Claims

#### ICPA Level III Course (Advanced) Highlights:

Measuring Program Performance	Excel Filtering & Sorting Demo
Displaying Program Performance	DIUCS Advance Search Function
Program Review	Exercises to Help Understand Program Management Concepts



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Participating in the DCPAS Injury Compensation Credentialing Program is a fantastic way to increase your level of FECA expertise and expand your professional network! Register now and become part of an HR community where you can share and grow your knowledge, obtain valuable reference materials, and become an even more valuable resource for the customers you serve.

To register, please copy and paste the following URL into your web browser:

<https://www.dcpas.osd.mil/hrfunctionalcommunity/benefitsworklife/injurycompensationtraining>

**ELIGIBILITY:** Applicable to all Federal Civilian Employees. The following professional and educational criteria must be met:

## LEVEL I Basic

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

## LEVEL II Intermediate

- At least 2 years of experience in a position requiring FECA administration/management duties.
- Complete ICPA Level I Basic Course.
- Pass ICPA Level I Post-test with a score of 80% or higher.

## LEVEL III Advance

- At least 3 years as an Agency FECA Program Manager or someone who aspire to manage agency/component level program.
- Complete ICPA Level II Intermediate Course
- Pass ICPA Level II Post-test with a score of 80% or higher.

## LEVEL I Credentialing Exam

- Complete ICPA Level I Basic Course.
- Pass ICPA Level I Post-test with a score of 80% or higher.

## LEVEL II Credentialing Exam

- Pass the Level I Credentialing Exam with a score of 80% or higher.
- Complete ICPA Level II Intermediate Course.
- Pass ICPA Level II Post-test with a score of 80% or higher.
- Become Credentialed as a DoD Injury Compensation Technical Advisor (DoD ICTA) with a score of 80% or higher on the exam.

## LEVEL III Credentialing Exam

- Pass the Level II Credentialing Exam with a score of 80% or higher.
- Pass ICPA Level III Post-test with a score of 80% or higher.
- Become Credentialed as a DoD Injury Compensation Program Manager (DoD ICPM) with a score of 80% or higher on the exam.

**WHEN:** Level I, II, and III training classes are open and available for the upcoming calendar year.

**TESTING LOCATION:** Remote proctoring is available via <https://credentialingexamrequest.as.me/>.

## Questions?

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