

## COMPENSATION/CLAIMS UNIT LEADER (NQS)

<b>RESOURCE CATEGORY</b>	Emergency Management
<b>RESOURCE KIND</b>	Personnel
<b>OVERALL FUNCTION</b>	The Compensation/Claims Unit Leader reviews and coordinates procedures for handling compensation and claims related to the incident
<b>COMPOSITION AND ORDERING SPECIFICATIONS</b>	<ol style="list-style-type: none"> <li>1. This position can be ordered as a single resource.</li> <li>2. Requestor specified any additional qualifications necessary based on incident complexity and needs</li> <li>3. Discuss logistics for deploying this position, such as working conditions, length of deployment, security, lodging, transportation, and meals, prior to deployment</li> </ol>

Each type of resource builds on the qualifications of the type below it. For example, Type 1 qualifications include the qualifications in Type 2, plus an increase in capability. Type 1 is the highest qualification level.

COMPONENT	SINGLE TYPE	NOTES
<b>DESCRIPTION</b>	<p>The Compensation/Claims Unit Leader:</p> <ol style="list-style-type: none"> <li>1. Reviews and coordinates procedures for handling compensation and claims</li> <li>2. Maintains cumulative incident compensation and claims data</li> <li>3. Determines status of accident- and injury-related investigations</li> <li>4. Advises on the nature and status of all existing and potential claims</li> <li>5. Coordinates closely with Medical Unit and Cost Unit</li> <li>6. Establishes or transitions into a unit under the Finance/Administration Section</li> <li>7. Configures unit with personnel to support operations</li> </ol>	Not Specified
<b>EDUCATION</b>	Not Specified	Not Specified
<b>TRAINING</b>	<p>Completion of the following:</p> <ol style="list-style-type: none"> <li>1. IS-100: Introduction to the Incident Command System, ICS-100</li> <li>2. IS-200: Basic Incident Command System for Initial Response, ICS-200</li> <li>3. ICS-300: Intermediate Incident Command System for Expanding Incidents</li> <li>4. IS-700: National Incident Management System, An Introduction</li> <li>5. IS-800: National Response Framework, An Introduction</li> <li>6. IS-2900: National Disaster Recovery Framework (NDRF) Overview</li> <li>7. E/L 0975: Finance/Administration Unit Leader, or equivalent</li> <li>8. E/G/L 0191: Emergency Operations Center/Incident Command System Interface</li> </ol>	Identified equivalent trainings should meet or exceed course learning objectives.
<b>EXPERIENCE</b>	<p>Knowledge, Skills, and Abilities:</p> <p>Financial management concepts and principles</p> <p>Experience:</p> <ol style="list-style-type: none"> <li>1. Successful completion of the National Qualification System (NQS) Position Task Book (PTB) for the National Incident Management System (NIMS) Compensation/Claims Unit Leader, or equivalent Authority Having Jurisdiction (AHJ) documentation</li> <li>2. Experience in emergency management in a finance-related position</li> </ol>	Not Specified

Superseded



Position Qualification for Operational Coordination  
Emergency Management

COMPONENT	SINGLE TYPE	NOTES
PHYSICAL/MEDICAL FITNESS	Light	The NIMS Guideline for the NQS defines Physical/Medical Fitness levels for NQS positions.
CURRENCY	Functions in this position during an operational incident, planned event, exercise, drill, or simulation event at least once every five years	Not Specified
PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS	Not Specified	Not Specified

Superseded



## Position Qualification for Operational Coordination Emergency Management

### NOTES

Nationally typed resources represent the minimum criteria for the associated category.

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### REFERENCES

1. FEMA, National Qualification System (NQS) Position Task Book for Compensation/Claims Unit Leader, latest edition adopted
2. FEMA, National Incident Management System (NIMS), October 2017
3. FEMA, NIMS Guideline for the NQS, November 2017
4. FEMA, National Response Framework, June 2016

Superseded