



Resource Typing Definition for the National Qualification System
Emergency Management

COMPENSATION/CLAIMS UNIT LEADER

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| RESOURCE CATEGORY | Emergency Management |
| RESOURCE KIND | Personnel |
| OVERALL FUNCTION | The Compensation/Claims Unit Leader reviews and coordinates procedures for handling compensation and claims |
| COMPOSITION AND ORDERING SPECIFICATIONS | <ol style="list-style-type: none"> 1. This position can be ordered as a single resource 2. Discuss logistics for this position, such as security, lodging, transportation, and meals, prior to deployment 3. The position typically works 12 hours per shift, is self-sustainable for 72 hours, and is deployable up to 14 days 4. Requestor specified any additional qualifications necessary based on incident complexity and needs |

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 |
|--------------------|--|---------------|
| DESCRIPTION | The Compensation/Claims Unit Leader: <ol style="list-style-type: none"> 1. Reviews and coordinates procedures for handling compensation and claims 2. Maintains cumulative incident compensation and claims data 3. Determines status of accident- and injury-related investigations 4. Advises on the nature and status of all existing and potential claims 5. Coordinates closely with Medical Unit and Cost Unit 6. Establishes or transitions into a unit under the Finance/Administration Section 7. Configures unit with personnel to support operations | Not Specified |
| EDUCATION | Not Specified | Not Specified |



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| COMPONENT | SINGLE TYPE | NOTES |
|---|---|---|
| TRAINING | Completion of the following: <ol style="list-style-type: none"> 1. IS-100: Introduction to the Incident Command System, ICS-100 2. IS-200: Incident Command System for Single Resources and Initial Action Incidents 3. ICS-300: Intermediate Incident Command System for Expanding Incidents 4. IS-700: National Incident Management System, An Introduction 5. IS-800: National Response Framework, An Introduction 6. IS-2900: National Disaster Recovery Framework (NDRF) Overview 7. E/L 0975: Finance/Administration Unit Leader, or equivalent 8. G0191: ICS/EOC Interface | Identified equivalent trainings should meet or exceed course learning objectives. |
| EXPERIENCE | Knowledge, Skills, and Abilities: Financial management concepts and principles Experience: <ol style="list-style-type: none"> 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 2. Experience in emergency management in a finance-related position | Not Specified |
| PHYSICAL / MEDICAL FITNESS | Performs duties under moderate circumstances characterized by working consecutive 12-hour days under physical and emotional stress for sustained periods of time | Not Specified |
| CURRENCY | Functions in this position during an operational incident, exercise, drill, or simulation event at least once every five years | Not Specified |
| PROFESSIONAL AND TECHNICAL LICENSES AND CERTIFICATIONS | Not Specified | Not Specified |



NOTES

Nationally typed resources represent the minimum criteria for the associated component and capability.

REFERENCES

1. FEMA, Position Task Book for Compensation/Claims Unit Leader
2. FEMA, National Qualification System Guide
3. FEMA, National Incident Management System (NIMS), pending publication
4. FEMA, National Response Framework, June 2016
5. FEMA, Emergency Responder Field Operations Guide (ER-FOG), October 2010
6. National Wildfire Coordinating Group (NWCG), National Incident Management System Wildland Fire Qualification System Guide, PMS 310-1, Physical Fitness Levels, October 2016