



AUBURN UNIVERSITY

GOVERNMENT AND ECONOMIC
DEVELOPMENT INSTITUTE

Alabama Public Personnel Administrators RISK MANAGEMENT CERTIFICATION PROGRAM

Alabama Certified Risk Management Specialist (ACRMS)

The Alabama Association of Public Personnel Administrators with support from the Government and Economic Development Institute at Auburn University provides a certification program to increase the knowledge and professionalism of those involved in risk management and safety for public sector agencies. The program is designed to provide greater proficiency and understanding to individuals involved in the processes of risk management.

Objectives of the Program:

1. Assist those in safety and risk management for public sector agencies in recognizing and handling the many situations presented in their job.
2. Provide a foundation of knowledge and skills to those individuals involved in safety and risk management.

The program is composed of five tested courses and continuing education maintenance.

Courses and Descriptions:

Legal Foundations of Risk Management – participants will develop a knowledge foundation of the laws surrounding risk management, discuss ways to protect the agency from liability. Types of negligence and processes for filing claims will also be discussed.

Risk Management Basics – this course will introduce participants to important definitions involved in risk management and develop necessary knowledge of important terms. Participants will demonstrate knowledge of risk identification, analyzation, control, financing and monitoring. Insurance will be discussed thoroughly.

Workers' Compensation – participants will develop a foundational knowledge of the history of workers' compensation, discuss the structure of the current US system and identify fraudulent claims.

Benefits Administration – this course will provide an opportunity for participants to discuss and compare various types of benefits, methods of financing benefits, and various benefit options.

Occupational Safety and Health – this course will provide a knowledge foundation of OSHA and the exemptions for local governments. Participants will investigate areas of safety and liability concern for local governments, discuss the importance of safety policy and implementation of such policies and discuss ways to improve the safety culture.

Experience Requirements:

In order to be certified, you must have two years of experience in risk management administration. Two years of experience from another state may be included in lieu of the two years in Alabama. Experience in another state will be considered on a case-by-case basis.

The following should be included with every application to candidacy:

- Your Official Job Description
- Organizational Chart
- Supervisor or Department Manager Signature

Certification Designation:

Upon certification, the Alabama Certified Risk Management Specialist may use the designation “ACRMS” for professional purposes as long as certification is maintained.

Certified Risk Management Specialist Certification Maintenance:

Twelve hours of approved courses must be successfully completed every two years to maintain certification. These hours may consist of any courses described in the AAPP or Risk Management curriculum, which have not already been taken within the last five years, and attendance and participation in the AAPP Annual Conference (six hours), and attendance and participation in the pre-conference courses/workshops (six hours).

For maintenance of certification purposes, 6 hours of course credit must be completed through courses offered by the AAPP, the AAPP Conference attendance or Pre-Conference attendance.

Participants may receive up to 6 hours of credit from courses recognized by the following national organizations: PRIMA, NSC. Also these programs will be accepted: Alabama Workers Comp Update, ACCA Safety Incentive Discount Program, ALM Loss Control Division Program, and the Governor’s Safety & Health Conference. Please send verification of attendance to the Government and Economic Development Institute, 213 Extension Hall, Auburn, AL 36849.