



CPA & CIC

CPA Guide to the Certified Insurance Counselors Program

What CPAs need to know about the CIC Program:

Program Content

The five CIC institutes are Commercial Property, Commercial Casualty, Personal Lines, Life and Health, and Agency Management. Each 20 hour institute focuses on the analysis and practical application of contract coverage, exclusions, and endorsements. To earn the CIC designation you must pass a 2-hour examination for each institute.

Learning Objectives

The **Commercial Property Institute** covers balance sheet topics such as property valuation, consequential loss, and endorsements changing standard valuations in real property and business personal property (including inventory). Business income, or how to protect the income statement, is also addressed. Optional topics may include Electronic Data Processing and/or Crime Coverage.

The **Commercial Casualty Institute** focuses on General and Contractual liability exposures and the policy's six limits of liability for commercial clients. Commercial Auto Coverage discusses who is an insured, non-owned coverage, and physical damage valuation. The components of Workers Compensation and Employers Liability Coverage are also included. Definitions of who is an "employee" are discussed in all policy forms.

The **Personal Lines Institute** identifies Homeowner and Personal Auto Liability and property risks for individuals and families. Contractual definitions of insured locations and who is an insured is discussed as well as property valuation, insuring agreements, and endorsements to modify business exclusions. A discussion of coverage for rental properties and use of borrowed or rented cars is included. Umbrella or excess liability coverage is a separate topic.

The **Life & Health Institute** begins with a general discussion of Life & Health Insurance contracts, including taxation issues. Personal and business needs analysis, including long-term care, disability income, business continuation, and key person coverage are discussed. Optional topics may include Estate Planning and/or Retirement Planning.

The **Agency Management Institute** is about the overall structure and operation of an insurance agency, including human resource issues such as federal regulations dealing with discrimination, job descriptions, performance reviews, and termination interviews. Other topics include ethical behavior, financial management, and preventing and handling errors and omissions.

Program Level

The content of CIC institutes is advanced and the examinations challenging, so you should have a fundamental understanding of the subject matter before attending.

Prerequisites

Any one of the following qualifications makes you eligible to attend CIC institutes:

- Be a licensed agent, broker, adjuster, or solicitor; **or**
- Have at least two years of full-time experience in the insurance industry, risk management industry, or related field; **or**
- Have served as a full-time insurance faculty member at an accredited college or university.

Advance Preparation

None required. Possible study materials to help you prepare are: ISO and other coverage forms, *The Insurance Essentials Handbook* and *Life & Benefits Essentials* (published by The Academy), CISR OnLine courses offered by The National Alliance, and prior CE courses.

Type of Delivery

Group/live lecture with visual aids accompanying notebook material.

Amount of CPE credit

20 hours

Program registration requirements

Photo ID required.

Refund Policy and Complaint Resolution policy

For more information regarding administrative policies such as complaint and refund, please contact our offices at 800-633-2165.

Official National Registry of CPE Sponsor statement

The National Alliance for Insurance Education & Research is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards of accountancy have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to the National Registry of CPE Sponsors, 150 Fourth Avenue North, Suite 700, Nashville, TN, 37219-2417. Website: www.nasba.org.