

RISK MANAGEMENT PRACTITIONER PROGRAM TRAINING FOR A VIRTUAL WORLD

Cut costs with lower risk and better decisions.



Establishing, developing, and embedding an effective risk management strategy will help your public agency save money.

HIGHLY EFFECTIVE COURSES

The Risk Management Practitioner's Program from CPS HR Consulting will show you how to implement better risk management practices. This training series of five courses is specifically designed for risk management assistants, workers' compensation specialists, human resource analysts/assistants, and frontline supervisors responsible for practical, cost-effective risk management.

ABOUT CPS HR CONSULTING

CPS HR is an innovative, client-centered human resources and management consulting firm specializing in solving the unique problems and challenges faced by government and non-profit agencies. We understand the needs of public sector clients and have served as a trusted training partner since 2004.

TRAINING FORMAT – TWO-PART HYBRID

Self-Paced eLearning: This portion of the course is to be completed at your own pace before the live virtual training. The eLearning will take roughly two hours to complete.

Live Virtual Instructor-Led Training: This two-hour interactive virtual training will be led by a trainer who is an expert in the field of Risk Management.

The total time commitment for each course is estimated to be 4 hours.

PRICING & REGISTRATION

Each course is \$199 per participant.



[Click Here](#) to Register Today
916.263.3614 Option 3
trainingcenter@cps hr.us

ORGANIZATION GROUP TRAINING

If your organization is interested in scheduling a group training for your team, please contact Jhessyka Vargas at jvargas@cps hr.us

AVAILABLE COURSES

COURSE #1

Overview of Public Sector Exposures and Risk Management

Training Dates: January 25, 2024, or August 1, 2024

Why is skilled risk management so critical to organizational success? What does an effective risk management professional do? Learn the responsibilities of a Risk Manager and expand your understanding of how risk management contributes to your organization. You will walk away with key concepts and tools used by risk managers and form new insights into the unique loss exposures public entities face. You will also learn about the foundational laws and regulations shaping the profession.

COURSE #2

Insurance Administration, Review and Risk Transfer

Training Dates: February 15, 2024, or September 5, 2024

Manage your organization's risk exposure like a pro after taking this class. You will master the complex and confusing world of insurance, learn to successfully transfer risk and apply new knowledge about working with brokers and navigating contracts to minimize risk for your organization.

COURSE #3

Property and Liability Claims, Safety and Loss Control

Training Dates: March 14, 2024, or October 3, 2024

Plan proactively! After this class, you will know how to identify and evaluate your agency's particular loss exposures while implementing sound proactive loss control measures. Impress your managers with strategies for navigating investigations and litigation and assessing current trends and evolving risk.

COURSE #4

Workers' Compensation

Training Dates: April 18, 2024, or November 7, 2024

Handle one of the biggest areas of risk management flawlessly after taking this session. Return to your job armed with strategies and tools to effectively administer standard workers' compensation and employer's liability policies within your organization. You will engage in hands-on exercises that provide practical guidance on how to administer claims and maintain records.

COURSE #5

Disability Management and Early Return to Work

Training Dates: December 12, 2023, May 16, 2024, or December 5, 2024

Demystify this complex area of risk management when you attend this important session. You will explore both work-related and non-industrial injuries as well as the similarities and distinctions between "temporary modified duty" and "reasonable accommodations." Learn to engage in the interactive process and uncover the intersection between medical limitations and workplace disabilities, as well as the benefits of maintaining an effective Early Return-to-Work (ERTW) program.

REGISTRATION

[Click Here](#) to Register Today

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CPS HR  CONSULTING

The use of this seal confirms that this activity has met HR Certification Institute's® (HRCI®) criteria for recertification credit pre-approval.

Risk Management Practitioners Program (RMP) Open-Enrollment How to Purchase and Register

1. Go to <https://cpshr.expertusone.com/>
2. Do you have an account?
 - a. No - click on **SIGN UP** and follow the account setup steps.
 - b. Yes - click on **SIGN IN**, enter your Username/Email, Password, and click "Sign In".
3. After signing in, scroll down the page and locate "Catalog".
4. To list all the RMP courses, click on **FILTERS**.
5. Under Category, select "RMP" and click "Apply". The courses should appear.

The screenshot shows the 'CATALOG' page with the following elements and annotations:

- CATALOG** (circled in red)
- Navigation: **ALL (167)**, **CATEGORIES (15)**, **TAG CLOUD (27)**
- Search bar:
- FILTERS** button (circled in red, with a yellow arrow labeled '1' pointing to it)
- Filter Categories:
 - CATEGORY**: TYPE CATEGORY search, Presentation Skills, Relationships, **RMP** (circled in red, with a yellow arrow labeled '2' pointing to it), Room Rental
 - TRAINING TYPE**: Course, Certification, Learning Path
 - PROVIDER**: TYPE PROVIDER search, Internal
 - DELIVERY TYPE**: Attend-Remote, Attend-In Person, Read, Watch
 - LOCATION**: TYPE CITY search, Sacramento, United States, Austin, United States, Grand Prairie, United States, Los Angeles, United States
 - LANGUAGE**: TYPE LANGUAGE search, 中文, English
 - RATING**: 5-star, 4-star, 3-star, 2-star, 1-star
 - PRICE**: Paid, Free
 - DATE**: (Applicable only for scheduled courses) From: MMM DD, YYY, To: MMM DD, YYY
- APPLY** button (circled in red, with a yellow arrow labeled '3' pointing to it)

6. Select the desired course from the list.

The screenshot shows a course listing for **OVERVIEW OF PUBLIC SECTOR EXPOSURES & RISK MANAGEMENT** (circled in red, with a yellow arrow pointing to it). The listing includes:

- Course title: **OVERVIEW OF PUBLIC SECTOR EXPOSURES & RISK MANAGEMENT**
- Description: "1st course in the Risk Management Practitioners Program. This course must be purchased with a credit card. Please do not select any of the other payment options. This course is a hybrid learning course that incorporates an eLearning course and live virtual training. Users will select the desired class after purchasing this training plan. Live Virtual Training - A link to the live virtual training can be accessed from your profile under "My Learning". eLearning Course - You will receive access to the eLearning within 24 hours of your registration. The e..."
- Price: **USD \$199**
- Buttons: **ADD TO CART**, **MORE**

7. On the next page, scroll down, and select the desired class date. Click on the radio button and click on “Add to Cart”. Click “Back” to repeat this step for each desired course.

The screenshot shows a course details page for "OVERVIEW OF PUBLIC SECTOR EXPOSURES & RISK MANAGEMENT". A yellow arrow labeled "3" points to a green "BACK" button in the top left corner. Below the course title, there is a "List of Classes (2)" section. A yellow arrow labeled "1" points to the "ATTEND-REMOTE" radio button for the first class option. To the right of the class list, there is a shopping cart icon with a price of "\$ 199 USD". A yellow arrow labeled "2" points to a green "ADD TO CART" button at the bottom right of the page. The course details include a description, course code (HR-12), and various metadata like delivery type, language, and duration.

8. After selecting the desired class dates, proceed to checkout.

9. At the top of the screen, click on the shopping cart icon  and a popup screen will appear. Click on “Proceed to checkout” to go to the checkout and payment page.

The screenshot shows a shopping cart popup. A yellow arrow labeled "1" points to a shopping cart icon in the top right corner of the main page. The popup itself has a title "SHOPPING CART" and lists the course "OVERVIEW OF PUBLIC SECTOR EXPOSURES & RI...". Below the course name, it shows "ATTEND-REMOTE", "Nov 10, 2023", and "USD \$199.00". A yellow arrow labeled "2" points to a green "PROCEED TO CHECKOUT" button at the bottom of the popup.

10. On the checkout page, ensure all desired courses are listed. Fill out the billing address information, and payment details. Check off “I agree to the terms & conditions” and click on “Click to register”. **NOTE: The RMP courses must be purchased using a credit card; do not select any of the other payment options.**

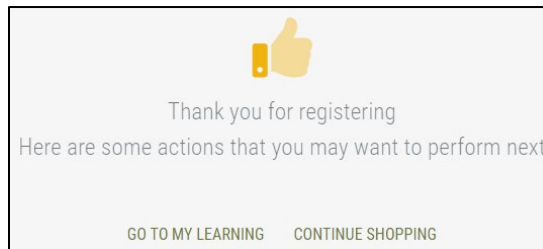
The screenshot shows a checkout page titled "CONTINUE SHOPPING". It is divided into three main sections: "ITEMS IN CART", "BILLING DETAILS", and "PAYMENT DETAILS".

- ITEMS IN CART:** Contains a table with columns: TITLE, TYPE, LOCATION, DATE, PRICE. One item is listed: "Overview of Public Sector Exp..." with type "Attend-Remote", location "NA", date "Aug 1, 2024", and price "\$ 199.00 USD". Below the table is a timer: "TIME LEFT TO COMPLETE YOUR PURCHASE 30 : 48 MINUTES".
- BILLING DETAILS:** Includes "SAVED ADDRESSES" and "ADD NEW ADDRESS". A dropdown menu for "Select Saved Address" shows "select one".
- PAYMENT DETAILS:** Includes "Select a payment method:" with options: "Credit Card", "Invoice after Training", and "Purchase Order#". A note states: "The billing address entered must match with that of your credit card". A "Card Number" field is present.
- SUMMARY:** Shows "Items (1) \$ 199.00 USD", "Sub Total \$ 199.00 USD", "Discount \$ 0.00 USD", and "Tax \$ 0.00 USD". The "AMOUNT PAYABLE" is "\$ 199.00 USD".
- Order Comments:** A text area with the instruction: "ORDER COMMENTS USE THIS AREA FOR SPECIAL INSTRUCTIONS OR QUESTIONS REGARDING THE ORDER".
- Agreement:** A checkbox labeled "I agree to the TERMS & CONDITIONS" is checked. A "CLICK TO REGISTER" button is located below it.

Annotations on the left side of the screenshot:

- A yellow arrow points to the "ITEMS IN CART" section with the text: "Are all desired courses listed?"
- A yellow arrow points to the "BILLING DETAILS" section with the text: "Fill out billing address"
- A yellow arrow points to the "PAYMENT DETAILS" section with the text: "Fill out payment details"

11. You have successfully paid and registered for the course(s).



12. Click on the CPS HR Logo on the top of the page and the course(s) will appear under “My Learning”. NOTE: You will receive access to the eLearning within 24 hours of your registration. The eLearning course will appear on your profile under "My Learning". It will take approximately two hours to complete and needs to be completed before the live virtual training.