



## Certified Self-Funded Specialist® and Self-Funded Benefits Professional (SFBP)

### Program Overview

Prepare for a job in America's fastest growing industry – Healthcare. Since the Affordable Care Act was signed into law in March 2010 through June 2014, the health care industry has gained 982,300 jobs according to Bureau of Labor Statistics estimates. Even though spending in Healthcare is slowing, job growth continues to be strong.

More and more organizations are choosing to set up self-funded health plans. As a result there is a strong need for training individuals to work in companies that help manage these plans. MSUB Extended Campus has partnered with the Health Care Administrator Association (HCAA) and Employee Benefit Management Services, Inc. (EBMS) to offer two program options that can prepare you to understand and work in the rapidly growing Healthcare industry with a Third Party Administrator or an employer offering a self-funded health plan.

### Who Should Attend

- Human Resources Managers
- Employees of Third Party Administrators
- Insurance Carrier Employees
- Audit Firm Employees
- Physician Hospital Organization Employees
- Insurance broker/agents
- Health Care Consultants
- Individuals looking for a career change

### Flexible

Two program options mean you can pick the program that's right for you. Whether you prefer a self-directed fully online program or a more structured program that combines online learning with mentoring and face-to-face learning, the choice is yours.

### Focused

These programs provide the skills and knowledge to succeed in the growing self-insured insurance and benefits industry. The structured program provides additional learning and updated information related to the Affordable Care Act and specific state requirements.

### Affordable

Total cost for the programs range from \$750 to \$1300. You can register for all courses or sign up for the courses one at a time to spread out your payments.

[msubillings.edu/extendedcampus](http://msubillings.edu/extendedcampus)  
**406.896.5890**

# Certified Self-Funded Specialist® and Self-Funded Benefits Professional (SFBP)

## Program Options

### Option #1: Certified Self-Funded Specialist® (CSFS®)

This is a self-paced, fully online program offered through HCAA that consists of 7 courses. Individuals must take course #1 before proceeding to other courses. After that, they may complete remaining courses in any order. After each course there is a test. Participants must pass all 7 tests in order to earn the Certified Self-Funded Specialist® awarded by HCAA.

### Option #2: Self-Funded Benefits Professional (SFBP)

This option is a structured program that combines the courses in the Certified Self-Funded Specialist® program with assistance from EBMS professionals in Billings. It includes test -preparation assistance, online tools/resources, face-to face meetings with EBMS content specialists that provide additional and/or updated information beyond what is in the Certified Self-Funded Specialist® courses, and has an optional practicum experience. Students must complete all courses, pass all course tests, and attend all face-to-face sessions in order to earn the Certified Self-Funded Specialist® awarded by HCAA and the Self-Funded Benefits Professional certificate of completion awarded by MSU Billings Extended Campus.

## Course Schedule

### Certified Self-Funded Specialist® (CSFS®)

Finish as fast or as slow as you wish. This is a self-paced, fully online set of 7 courses. Course #1 must be taken first, thereafter participants may finish the other courses in any order.

### Self-Funded Benefits Professional (SFBP)

Orientation Session

6:30 pm, Thursday, March 12

Course #1 – March 16-April 3, 2015

Face-to-Face Session –

5:30-7:00PM, April 2, 2015

Course #2 – April 6-April 24, 2015

Face-to-Face Session –

5:30-7:00PM, April 23, 2015

Course #3 – April 27-May 15, 2015

Face-to-Face Session –

5:30-7:00PM, May 4, 2015

Course #4 – May 18-June 5, 2015

Face-to-Face Session –

5:30-7:00PM, June 4, 2015

Course #5 – June 8-June 26, 2015

Face-to-Face Session –

5:30-7:00PM, June 25, 2015

Course #6 – June 29-August 7, 2015

Face-to-Face Session –

5:30-7:00PM, August 6, 2015

Practicum (optional)

48 Hours Total during the period of August 24 through October 16, 2015.

**Registration Deadline**  
**March 9, 2015**

## Program Cost

Certified Self-Funded Specialist® .....\$750  
Self-Funded Benefits Professional (SFBP) .....\$1,300  
For either program option, individuals may enroll in one course at a time spreading the cost out.

## Earning the Certificate

Certified Self-Funded Specialist® (CSFS®) - students must pass all 7 CSFS® course tests. Students who complete this option will be awarded the CSFS® certificate.  
Self-Funded Benefits Professional (SFBP) - students must pass all 7 CSFS® course tests, attend all face-to-face sessions, and complete all additional assignments. Students who complete this option will receive both the CSFS® certificate and the SFBP certificate.

## Contact Information

To find out more about the programs or for questions please call:  
MSU Billings Extended Campus  
406.896.5890  
Or visit our website:  
[msubillings.edu/extendedcampus](http://msubillings.edu/extendedcampus)

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