

Federal Emergency Management Agency Statement on Producer Testing and Exam Development

This written statement describes the basis for recommendations to standardize producer exam questions, monitor providers of pre-licensing courses, periodically update exams and expand study guides.

Standardization of Producer Exam Questions

Test questions should be a balance of basic and intermediate product knowledge and should consist of a sufficient number of questions to validate knowledge.

There are various producer exams being used nationally. Standardizing the National Flood Insurance Program (NFIP) flood insurance content of these exams would help to ensure that, at a minimum, a basic level of NFIP understanding has been achieved.

FEMA staff could assist State regulators and/or testing vendors in developing a series of exam questions that would meet this goal.

The Need to Review Exams

FEMA issues NFIP program changes twice a year, in May and October. NFIP related exam questions should be reviewed annually to ensure that current and significant changes to the program are reflected.

Monitoring Pre-Licensing Providers

A key element of ensuring that accurate information is being taught is to monitor pre-licensing providers. Physically monitoring each provider could be time and cost prohibitive. Evaluating the pass rate for providers may be a good indication of how effectively the provider is explaining course content and, at a minimum, the accuracy of the information being provided.

Providing a list of provider pass rates to potential licensing applicants could motivate pre-licensing providers to stay abreast of NFIP changes and updates.

Both the evaluation and provider pass rate list should be administered at the State regulatory agency level.

The Need for a More Extensive Study Guide

The NFIP Flood Insurance Manual is an excellent study guide for NFIP flood insurance exam applicants. Each section builds on another. Where appropriate, the NFIP Flood Insurance Manual should be noted in the pre-licensing study guide, including the NFIP Flood Insurance Manual Reference Section. Although a more in depth and open book exam, the NFIP Flood Insurance Manual is used as the study guide for the Institute's Associate in National Flood Insurance (ANFI™) designation exam.

