



The National Insurance Crime Bureau Insurance Fraud Analyst Academy I provides systematic techniques to identify and analyze potential fraud in your company's claims data. Students process data to uncover patterns of possible fraud, create supporting visuals, and prepare reports needed to assist in developing investigational strategies, claims decisions, and where applicable, referral to NICB or Law Enforcement.

NICB INSURANCE FRAUD ANALYST ACADEMY I INFORMATION

Location:	NICB Headquarters 1111 E. Touhy Ave, Suite 400 Des Plaines, IL 60018
Date and Time:	April 16 – 20, 2018 Classes begin at 8:30am daily
Cost:	\$250 – Online payment (Mastercard or Visa ONLY) through NICTA or by check form. See below registration information for online payment instructions. If you wish to pay by check, please contact Kimberly Lawrence directly to request an invoice at klawrence@nicb.org or (847) 544-7024.
Who should attend:	The Analyst Academy I is a basic course for new insurance fraud analysts with up to 3 years of experience. Supervisors responsible for insurance fraud analytical functions may also benefit from attending. Students must pass a pretest prior to registering (a score of 92 percent or higher is required to pass).
Limited registration:	Academy registration is limited to 20 students per session. If full, students will be placed on a waiting list for next scheduled academy.
Academy Eligibility:	Academy attendance is restricted to the direct (not contracted) employees of member companies, the NICB, government agencies and law enforcement on a space available basis. If students do not meet these requirements approval from NICB staff is required prior to attending. Complete the Pre-Test (a score of 92% or higher is required to pass). After passing the pre-test, students will register and make payment online. Pre-Test can be accessed online at www.nicta.org .
Hardware Requirement:	All students will be provided an NICB laptop preloaded with various applications that will be utilized during the academy.

Dress Code: Attire is Business Casual (no jeans, shorts, sweatshirts, t-shirts, athletic shoes, or hats while attending class). Fridays are casual and jeans are permitted.

Lunches/Snacks/Beverages: NICB will provide lunches Monday – Thursday. Lunch will not be served on Friday (half day only). Beverages and snacks will be served beginning each morning and will continue throughout each day of the academy.

REGISTRATION INFORMATION

Students interested in attending the NICB Insurance Fraud Analyst Academy I can register **online**.

*****NOTICE*** Students must pass a Pre-Test prior to registering**

To take Pre-Test go to: www.nicta.org

PLEASE NOTE: If you are not currently registered as a student with NICTA, you will need to sign up and establish a new user account. Click on the New Student link located at the top left margin of the home page. Follow the instructions, fill out the necessary information and click Submit. **The first step is passing the Analyst Academy I Pre-Test.** Click on **Student Union** located in the top menu bar, click on **Other Learning** and select the *NICB Insurance Fraud Analyst Academy I Pre-Test*.

After you take the NICB Insurance Fraud Analyst Academy I Pre-Test with a passing score of 92% or higher, return back to the **Student Union**, click on **Other Learning** and select the *NICB Insurance Fraud Analyst Academy I Registration*. When you click on the link, the class description page will appear, scroll down and click on **enroll** to complete registration. Academy fees are paid via credit card (MasterCard or Visa). If you require payment by check, please contact Kimberly Lawrence at 847.544.7024 or klawrence@nicb.org.

Students will receive a confirmation notice after submitting their registration payment. You will then receive a separate email from NICB acknowledging your academy enrollment within two (2) business days.

HOTEL RESERVATIONS

Students requiring lodging will stay at the following hotel:

Wyndham- Chicago O'Hare

1450 East Touhy Avenue

Des Plaines, IL 60018

(847) 296 - 8866

Hotel Website: <https://www.wyndhamhotels.com/>

Reservations:

NICB has arranged for a block of rooms at the Wyndham –Chicago O'Hare at a discounted rate. If you will be staying at the Wyndham Hotel, **don't forget to make your hotel reservations. To receive the discounted rate of \$104 plus 14% tax, please contact the Wyndham-Chicago O'Hare at 847-375-6204** and ask for Larry Holland, or email direct to lholland@oharewyndham.com.

When making reservations, please note that you are with the NICB Analyst Academy April 2018. Please note that STUDENTS ARE RESPONSIBLE FOR MAKING AND PAYING FOR THEIR OWN HOTEL RESERVATIONS AT THE WYNDHAM – CHICAGO O’HARE.

TRANSPORTATION

O’Hare Airport to Hotel

Take advantage of the free ORD Airport Shuttle Service. The hotel shuttle runs 24-hours, leaving the hotel every half-hour on the hour and at half-hour (i.e. 1 p.m., 1:30 p.m., 2 p.m., 2:30 p.m., etc.). Airport pick up times are 15 minutes past and to the hour. This service is complimentary to registered hotel guests and meeting attendees only.

Please proceed to the **Bus Shuttle Center** for hotel shuttle pick up. Upon claiming luggage at Arrival Hall, please follow directional signs leading to Bus Shuttle Center. Signs are located on floor. Wait at Door #2 at Bus Shuttle Center. Please look out for vans displaying the Wyndham logo.

The Wyndham Hotel Chicago O’Hare **does not** provide shuttle service from Midway airport. If you are arriving at Midway, visit the following suggested website for shuttle service from Midway to the Wyndham Hotel Chicago O’Hare. The website is www.wisconsincoach.com.

Daily Transportation from Hotel to NICB & NICB to Hotel

The Wyndham Hotel Chicago O’Hare will provide transportation to NICB each day. Please meet in the hotel lobby at 8:00am each morning for shuttle service to NICB. The Training program starts promptly at 8:30am. At the end of each day, the Wyndham shuttle will pick up students from NICB each day and take them back to the hotel.

Transportation in the evenings after students have been shuttled back to the hotel will be at the students own expense.

Hotel location information: Rosemont is just across from the sprawling complex of the ORD Airport and less than 20 miles from Downtown Chicago and just 5 minutes from the Rosemont MB Financial Park: <http://www.rosemont.com/mbfinancialpark>. The hotel is located near the Chicago Transit Authority’s (CTA) Blue Line that can quickly get you downtown or all over Chicago land area. The hotel shuttle is available to take you to the CTA Blue Line, located at Chicago O’Hare Airport. The shuttle will also pick you back up at the airport upon arrival from the CTA Blue Line and shuttle you back to the hotel.

Restaurants and shopping located across street from hotel include: IHOP (24 hours), Chili’s, Buona Beef, Steak n’ Shake (24 hours), Chipotle, Panda Express, Sakura Sushi, Culver’s, Subway (24 hours), Rosati’s Pizza, Cold Stone Creamery, Shish Kabob, Jimmy John’s, Potbelly, Cibo Racconto’s, Starbucks, Mike’s Liquor & Tobacco, Fifth Third Bank, Currency Exchange and Target with pharmacy and fresh grocery

FLIGHT INFORMATION

When booking your departure flight, please be sure to schedule the flight after 2:00pm. The Academy ends at 12:00pm on Friday after the final examination. The hotel shuttle will pick you up from NICB and take you to the airport. For those who have later flights, the hotel shuttle will pick you up and take you back to the hotel.

CANCELLATION POLICY

Cancellations received two weeks prior to the academy are refundable. Cancellations received within the two weeks prior to the academy are refundable less a \$50 registration service charge. Cancellations received after the start of the class, **are not refundable**, but the fee may be applied toward a future Academy session. Please note that if you do not cancel and do not attend, you are still responsible for payment. Substitutions may be made at any time if you are unable to attend the Academy.