

## TEST PLAN

### DEPARTMENT OF JUSTICE CLAIMS EXAMINER - #5923

1. Minimum Qualifications Screening
2. Agency may:
  - develop test questions and criteria at the time of recruitment, or
  - use the core supplemental self assessment test that has been developed on:
    - A. Claims Examination and Analysis 50%
    - B. Communication (verbal and written) 50%
3. Those ranking highest on the test will be invited to participate in the next phase of the selection process.
4. If you are hired, certain knowledge and skills will be assessed during your trial service period.

### MINIMUM QUALIFICATIONS

- two years of full-time experience determining eligibility for benefits and/or verifying, validating, analyzing, and/or evaluating information such as police reports, medical and psychological assessments, treatment plans, diagnosis and outcomes, income and tax records, and/or insurance plans.

This experience could be gained in positions such as victim's advocate, case worker, mental health specialist, workers'-compensation claims examiner, risk management analyst, unemployment insurance adjudicator, paralegal, insurance claims adjuster, medical-treatment claims adjuster, or financial claims adjuster.