



An Initiative of the  
American Staffing Association  
and National Safety Council

## Frequently Asked Questions

Following are helpful FAQs for the Safety Standard of Excellence Program, which is managed by a partnership between ASA and NSC.

1. For a staffing firm, what is the value of earning the Safety Standard of Excellence® program mark?
2. How does the Safety Standard of Excellence program work?
3. How do staffing firms register for the Safety Standard of Excellence program, and how much does it cost?
4. What is the assessment process and how does a staffing firm prepare?
5. What information is included in the post-assessment report?
6. How does the scoring work for this program?
7. What happens if we don't receive a passing score?
8. Can I earn continuing education hours toward renewal of an ASA designation through the Safety Standard of Excellence program?
9. My staffing firm has had the SSE program mark for nearly two years. How does my company renew the Safety Standard of Excellence program mark?
10. How do I contact the SSE program administrators?

### **1. For a staffing company, what is the value of earning the Safety Standard of Excellence program mark?**

It's easy to *say* you care about safety—but it's more rare, and therefore more meaningful, to *show* your company adheres to industry best practices and is committed to continuous improvement. Earning this exclusive mark created by the American Staffing Association and National Safety Council tangibly demonstrates to clients, candidates and workers that your company commits to safety and demonstrates best practices.

### **2. How does the Safety Standard of Excellence program work?**

After a staffing firm registers and submits payment, the staffing firm contact who registered will receive a confirmation email with detailed instructions on next steps. Upon registering for the SSE program, participants will have access to a secure program portal which contains resources and tools to assist in preparing for onsite visits and assessments, as well as best practice resources for ongoing improvement.

### 3. How do I register for the Safety Standard of Excellence program and how much does it cost?

Staffing firms can register [here](http://americanstaffing.net/safety) (*americanstaffing.net/safety*).

The initial application fee is:

Company Is a Member of Both ASA and NSC	Company Is an ASA Member	Company Is Not an ASA or NSC Member
\$895	\$995	\$1,750

The application fee includes access to the program’s online resources and tools. Assessment fees are separate. Assessment fees range from \$3,300 to \$18,000 and are dependent upon the total number of branch offices your firm has.

### 4. What is the assessment process and how do we prepare?

Applying firms will receive a copy of “Prepare for Your Visit,” which will contain a list of materials the consultant will need to view, have access to, or observe first-hand, or people the consultant may want to interview while at the company’s corporate office or branch offices. This information is also accessible online through the Safety Standard of Excellence program portal.

### 5. What information is included in the post-assessment report?

Each on-site assessment conducted will result in a report containing detailed information on what criteria the applicable staffing firm scored well on and what improvement opportunities exist.

Reports will also contain recommended actions.

### 6. How does the scoring work for this program?

The consultant will be reviewing and assigning values for each criterion within the 8 sections outlined in the program guide.

The consultant will assess the criteria using the following values on a 1–3 scale:

1 = little or no evidence exists that this is in place; adhered to sporadically; few best practices as listed are being followed	2 = there is some evidence this is in place; adhered to somewhat consistently; several best practices as listed are being followed	3 = there is strong evidence that this is in place; practiced consistently; mostbest practices as listed are being followed
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A score will be generated for each of the sections using an average of all its criteria values (the “Section Scores”). There are 7-8 Section Scores depending on whether the firm has nurse staffing functions. An “Office Score” will be generated using an average of all Section Scores for that office. If this is the only on-site visit, this Office Score will determine whether a staffing firm or brand will earn use of the program Mark (the “Staffing Firm Score”). In the case of on-site visits to multiple offices of an applicant staffing firm, an average of all Office Scores within the same brand will determine the Staffing Firm Score.

Applicants with Staffing Firm Scores at or above a 2.3 will earn the use of the Mark. Those firms that do not score at or above a 2.3 may elect to undergo additional consulting, action planning, or training to ensure recommendations are implemented, after which they can be reassessed. A fee will be charged for additional assessments (see fee schedule).

**7. What happens if we don't receive a passing score?**

Those firms that do not score at or above a 2.3 may either implement the recommended actions or may elect to undergo additional consulting, action planning, or training to ensure recommendations are implemented, after which they can be reassessed. An additional fee will be charged for the second assessment and reports.

**8. Can I earn continuing education hours toward renewal of an ASA designation through the Safety Standard of Excellence program?**

Yes—individual staffing firm employees who review resources that are part of the program may be eligible for passive continuing education credit for purposes of ASA certification programs (Certified Staffing Professional, Technical Services Certified, Certified Search Consultant, or Certified Health Care Staffing Professional. As you earn CE hours to maintain your ASA credential, you need to submit them to ASA using the [online CE submission form](#). Once you submit CE hours to ASA, it may take up to three business days for the approved CE to appear in your CE status.

**9. My staffing firm has had the SSE program mark for nearly two years. How does my company renew the Safety Standard of Excellence program mark?**

For staffing firms seeking to renew their use of the earned Mark, a minimum of a half day on-site assessment every two years will be necessary to validate original findings. Renewal on-site assessment fees at the staffing firm's corporate headquarters will be \$2,000 plus an \$800 travel fee. Additional assessments at branch offices will be charged at \$1,300 per day plus an \$800 travel fee per assessment.

In addition, there is a renewal application fee:

Company Is a Member of Both ASA and NSC	Company Is an ASA Member	Company Is Not an ASA or NSC Member
\$695	\$795	\$1,590

Renewal fees do not include assessment(s). Renewal assessments are required to renew use of the mark every two years. Payment of the renewal application fee does not guarantee continued use of the Mark.

Renewal assessment fees are determined based on company structure and size and range from \$2,800 to \$13,300.

**10. How do I contact the SSE program administrators?**

Email [clawson@americanstaffing.net](mailto:clawson@americanstaffing.net), or call 703-253-2020.