



# TCIA Accreditation

Tree Care Industry Association : Since 1938 : 3 Perimeter Road, Unit 1 : Manchester, NH 03103  
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## Dear insurance professional:

Do you know a tree care/service company that may need help improving their business or implementing safety and health programs? Has one of your assureds recently been accredited and requested your review for possible rate deductions?

Then this white paper from the Tree Care Industry Association (TCIA) can help. It provides a brief overview of our Accreditation program for tree care/service companies. This paper also outlines how our Accreditation program is a blueprint for business owners to transform their company into a model tree care/service company.

## What is TCIA Accreditation?

TCIA Accreditation is the only business management and performance quality credential in the Tree Care Industry. Companies attain Accreditation based on their adherence to a standard, called the Accreditation Standard, maintained by the independent Accreditation Council.

In order to gain Accreditation, the company must demonstrate through mail-in and on-site audits that each of its locations (branch offices) complies with the Accreditation Standard.

## This means the company must:

1. have and follow a business plan
2. demonstrate a financial control system and produce financial statements\*
3. have insurance coverage with a standard insurance company
4. meet government employment regulations, such as FLSA and HIPPA\*
5. maintain and enforce company policies
6. implement a safety and health program designed specifically for the tree care industry
7. meet OSHA and DOT safety standards
8. meet specific tree care industry standards for safety (ANSI Z133.1) and for quality performance (ANSI A300)
9. meet specific tree care industry training requirements for safety and quality performance
10. maintain a complaint/resolution program for consumers

\*TCIA does not conduct or require a full financial audit, however auditors do require access to bookkeeping systems and financial data for review to determine if the company has financial controls and falls into expected financial ranges for the tree care industry. Special attention is paid to proper payment of overtime and designation of exempt/non-exempt status.

## Accreditation Facts

Accreditation is the tree care industry's program for self-regulation.

Accreditation is based on the Accreditation Standard, which in turn draws from known business and industry standards and regulations.

Accreditation is a credential for the whole tree care company.

Each branch of a company must be independently accredited.

Accreditation is granted only after an on-site audit by an independent, TCIA-approved auditor.

Accreditation has a surveillance program and penalty procedure for branches/companies that fail to maintain Accreditation Standards. Penalties include probation, suspension and termination.

Accreditation has an annual renewal process.

Each branch must be re-accredited every three years.

TCIA maintains a training and credentialing program for TCIA-approved auditors.

Accreditation provides companies with professional development assistance.

Accreditation is a helpful program. Companies that enroll in TCIA Accreditation are given the tools they need to meet every item in the Accreditation Standard. TCIA assists the company with any elements that are challenging. Companies that apply to become accredited receive an Accreditation CD that includes an Accreditation guide complete with our TCIA Business Management Guides, TCIA Model Company Safety Program (our industry's specific safety and health program), industry standards, as well as many other references, resources and forms.

*The only business practices and compliance program for tree care companies in America.*