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State of California

DWCNewsline

Division of Workers' Compensation

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Newsline No. 29-11
July 5, 2011

Division of Workers' Compensation successfully launches JET File

External partners now helping filers break the paper barrier

The Division of Workers' Compensation (DWC) last week launched JET File, a new electronic filing system that enables large-volume filers to get documents into the division's court system faster and reduces paper at district offices. JET File is the result of partnering with external participants, some of whom are now helping filers utilize this new option.

"The state came together with its external partners to meet a common goal," said Court Administrator Keven Star. "We built the receiving end of JET File to accept multiple electronic filings from high volume filers, and those filers now have several options to connect to it."

Large filers—those annually filing 100 or more of any one of the six most common court forms—can choose one of three JET streams to file:

- JET stream 1: Use vendor developed software. In this stream filers purchase software from an authorized vendor and use that software to JET File directly
- JET stream 2: Use the services of a third party filer. In this stream filers use the services an authorized third party filer (TPF) who files on their behalf
- JET stream 3: Create their own JET stream using technical specifications posted on the DWC Web site. Users of this stream create their own JET Filing mechanism so they don't need to buy software or use a TPF. This is for the tech savvy entities that want maximum control of their filings.

Some external partners are already JET Filing.

"With over 150,000 successful EAMS filings to date, DWC Direct is switching its large volume filing pipeline to JET File," said Julia Burns, an administrator for DWC Direct, a third party filing service authorized to JET File. "Our clients eagerly anticipated JET File's increased filing capacity combined with services we provide, such as automated form population and party service."

One of those clients, Paula Crutchly of Vast Collections, said, "I have been filing liens electronically via third-party filing for a long time, so I'm excited about DWC Direct's seamless introduction of Jet File for DOR's, applications for adjudication, and more. Being able to file all the Jet File documents electronically *and* have DWC Direct serve the others parties is fabulous!"

JET File is the DWC's second electronic filing option, following the 2008 launch of e-forms. While e-forms are best for small-to-medium-volume filers, JET File's secure file transfer service is designed

for large filers, and offers many advantages for claims administrators, representatives, lien claimants and self-insured employers.

Norma Gardner of RX Funding is mulling her three JET File options. “I know it’s an option we want to go with for sure. I’m just not sure how we’re going to do it yet.” She is sure of one thing: “Between this and the public information case search page, I’m starting to like you guys more and more.”

JET File information and resources are easy to access on the DWC Web site. From the DWC home page at www.dwc.ca.gov, click on the JET File logo on the right side of the page. From the EAMS page, click on JET File under “working in EAMS.” From either direction, once on the JET File page users will find:

- A JET File brochure and introductory video:
 - [JET File brochure](#)
 - [JET File: Fast. Flexible. Reliable.](#) video
- A list of the six forms available for JET File
- A page listing the approved [JET File vendors](#) of software and TPF services
- A link to the [public information case search function](#) to ensure that case information is accurate before submitting forms.

Filers wondering about the differences between JET File and the e-forms trial, and which method best suits their business needs, can review the electronic filing walkthrough video on the DWC’s [e-team Web page](#).

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