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State of California

# DWCNewsline

Division of Workers' Compensation  
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## **Division of Workers' Compensation makes changes to select EAMS forms**

The Division of Workers' Compensation has made changes to several of its forms that filers use in the Electronic Adjudication Management System (EAMS). The new forms will be posted on DWC's EAMS Web site on August 2.

The changes include the following:

- The declaration of readiness to proceed (DWC-CA form 10250.1) now includes a box for lien claimants to name themselves as a declarant, and a box to request a lien conference.
- The document cover sheet (form 10232.1) has been changed to remove the box for the vocational rehabilitation unit (VOC). The vocational rehabilitation program ended Dec. 31, 2009.
- The document separator sheet (form 10232.2) has an amended listing of document titles and document types, both in the body of the sheet and on the PDF version. (For a complete list of the added and deleted titles, see below.) Also, VOC has been removed from the list of selectable product delivery units.

The updated forms were approved June 30 by the Office of Administrative Law.

DWC will post the new versions of the above named forms on its Web site on August 2 and encourages all filers to immediately use the new forms. However, to allow time for the transition, old versions of these three OCR forms will be accepted for a limited time at district offices.

Participants in the e-forms trial will also have updated forms and will begin using them immediately on August 2.

DWC is working with OCR forms vendors to ensure that their forms are in compliance with the changes.

The amended listing of document titles and document types formalizes changes that had been made previously but had not yet been approved by the Office of Administrative Law. For instance, when the Grover Beach district office closed and moved to San Luis Obispo, the change was reflected in the venue selections.

Here is the complete list of added and deleted titles:

**Added titles**

ADJ	LEGAL DOCS	Appeal of Determination of A.D.-Other
ADJ	LEGAL DOCS	Appeal of Determination of A.D.-RSU
ADJ	LEGAL DOCS	Notice of Offer of Regular Work
ADJ	LEGAL DOCS	10770.5 Verification
ADJ	LEGAL DOCS	10770.6 Verification
ADJ	LEGAL DOCS	Answer to S & W
ADJ	LIENS AND BILLS	Bills-other
ADJ	LEGAL DOCS	Change of Handling Location
ADJ	LEGAL DOCS	Points and Authorities (adds Trial Brief-Hearing Brief to the existing title)
ADJ	LEGAL DOCS	Notice of Permanent Disability Benefits
ADJ	MEDICAL DOCS	P & S Report
ADJ	LEGAL DOCS	Petition for Finding of Fact
ADJ	LEGAL DOCS	Petition to Change Administrator of Award
ADJ	LEGAL DOCS	Proposed Order/Award
ADJ	MISC	Settlement Offer Letter
ADJ	MEDICAL DOCS	Treating Physician
ADJ	LEGAL DOCS	Venue Verification
DEU	MISC	Proof of Service

INT	MISC	I & A Conference Appointment Notice
INT	MISC	Request to I & A for Conference
RSU	DWC-AD forms	Objection – Other

**Deleted  
titles**

ADJ	Legal	Appeal of Determination of Rehabilitation Unit	External
VOC		All of the Voc rehab doc titles	External

For more information, email [EAMS@dir.ca.gov](mailto:EAMS@dir.ca.gov).

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