

# Join the EAMS team!

Fast Filing and More

Mark Fudem Yvonne Lang  
2012 DWC 19<sup>th</sup> Annual  
Educational Conference

## *Electronic Filing*

- Topics
  - Goals
  - Public Search Tool Your Key
  - Eform filing 33% of batches
  - JET File 11% of batches
  - What's next
  - Questions

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## **Make EAMS more User Friendly For All Constituencies**



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**ADJ EAMS GOAL:**

**Help DWC provide  
Excellent, Fast, Courteous  
Resolution of  
Workers' Compensation claims  
at a  
Reasonable cost to Employers.**



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In EAMS :

## What is Effective Now



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## Curam Upgrade

Version 4.5 to 5.2  
Currently testing  
3 aspects



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# Public Information Tool

Search by case number or injured worker  
Provides all participants with address  
(except applicant)

Venue  
Assigned Judge  
Next Hearing Date  
Case events



**Public Information Case Search Tool**

Division of Workers' Compensation - workers' compensation court public information search

**EAMS** Personnel Adjudication Management System

The information on workers' compensation adjudication cases provided through this search page is public information. This search feature provides access to information that helps move cases through the workers' compensation court system efficiently.

Each person who requests information through this search function is responsible for ensuring the information is not used for purposes other than those allowed by law.

The law requires that people requesting access to public information:

- Identify themselves
- State the reason for making the request
- Not disclose the information to any person who is not entitled to it under [Labor Code section 11107](#).

The residence addresses of injured workers and Social Security numbers are confidential and are not disclosed by the Division of Workers' Compensation. Its documents are available through this search function. Requests for documents should be made following the [guidelines for access to public records](#).

If the reason for requesting access to this public information is related to pre-employment screening, the requestor must follow the [guidelines for access to public records](#).

**Requestor information capture**

\*required field  
The Division of Workers' Compensation retains one year of records for those requesting information through this search function.

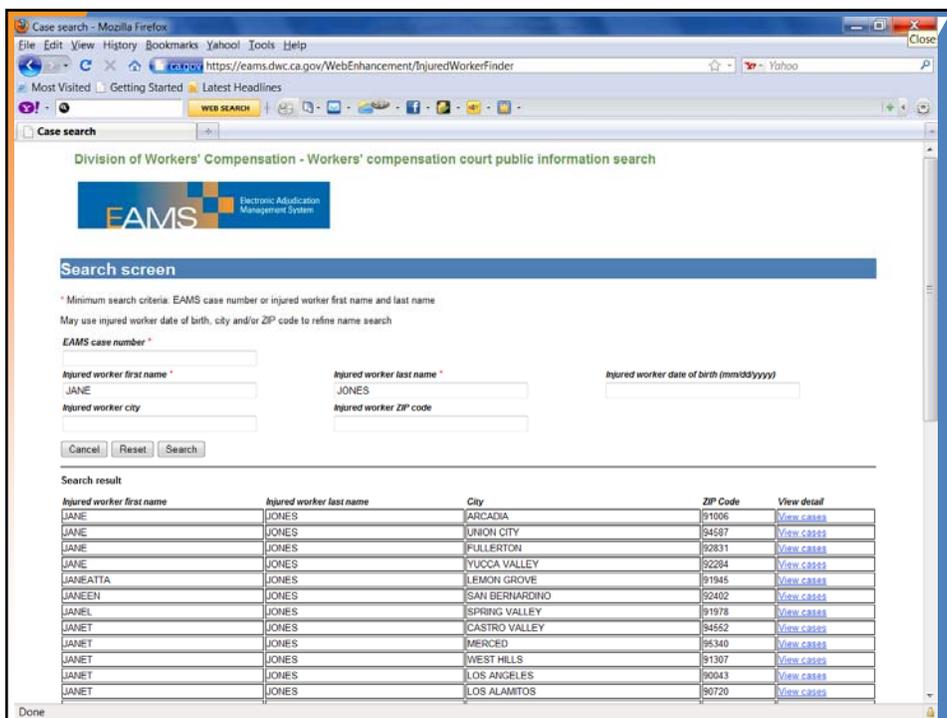
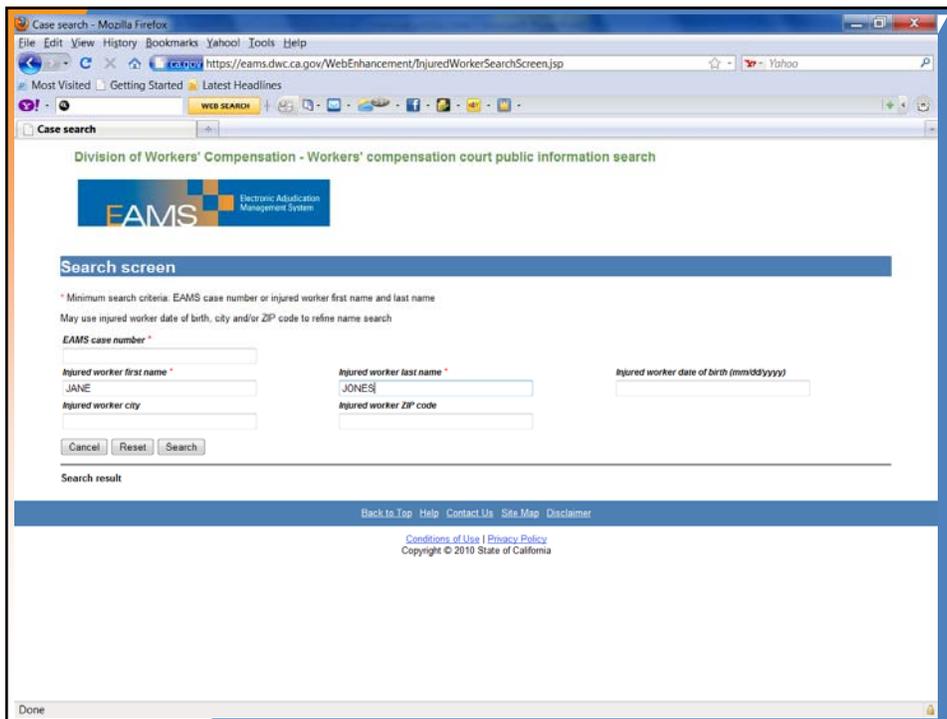
First name \*  Last name \*

Uniform assigned name (UAN-if applicable)

Email address \*

Reason for search \*

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 WEB SEARCH

Case search

Division of Workers' Compensation - Workers' compensation court public information search

**FAMS** Electronic Adjudication Management System

**General case information**

Injured worker first name: JANE Injured worker last name: JONES

EAMS case number	Case location	Employer	Injury date	Archived	DEU	View case detail
ADJ4447143	SFO-ADJ	KAISER FOUNDATION	01/11/1998 - 01/11/1999	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">View case detail</a>

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 WEB SEARCH

Case search

Division of Workers' Compensation - Workers' compensation court public information search

**FAMS** Electronic Adjudication Management System

**Case detail information**

EAMS case number	Case location	Date of injury	Assigned judge	Archived	DEU	View details
ADJ4447143	SFO-ADJ	01/11/1998 - 01/11/1999		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<a href="#">View details</a>

Injured worker first name: JANE Injured worker last name: JONES Employer: KAISER FOUNDATION

Body Part 1: [000 UPPER EXTREMITIES - NOT SPECIFIED]

Participant name	Role	Address
GRANCELL LEBOVITZ	LAW FIRM	7250 REDWOOD BOULEVARD SUITE 370 NOVATO CA 94545
KAISER FOUNDATION	EMPLOYER	1 KAISER PLZ OAKLAND CA 94612
KAISER OAKLAND	INSURANCE COMPANY	PO BOX 12927 OAKLAND CA 94604
PETER MORAN SAN FRANCISCO	LEGACY LAW FIRM	649 FILLMORE ST SAN FRANCISCO CA 94117

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Case search - Mozilla Firefox

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https://eams.dwc.ca.gov/WebEnhancement/CaseEventFinder?arrayIndex=0&startIndex=0

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Case search

Division of Workers' Compensation - Workers' compensation court public information search

**EAMS** Electronic Adjudication Management System

**Case events**

EAMS case number: ADJ4447143 Case location: SFO-ADJ

Injured worker first name: JANE Injured worker last name: JONES Employer: KAISER FOUNDATION

Event general description	Detail description	Event date
ORDER APPROVING C & R	CLOSING ORDER: C & R (GRANTED)	08/25/2000
APPLICATION FILED	PETITION: APPLICATION FOR ADJUDICATION FILED	03/20/2000
APPLICATION FILED	PETITION: APPLICATION FOR ADJUDICATION FILED	03/17/2000

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**Why Electronic Filing is Best**

- Save time and money on submission
- Save money on paper and postage
- Stay out of paper queue at district offices
- Resolve cases quickly
- Two ways to file electronically
  1. e-forms
  2. JET File
    - Each method has advantages

## Electronic Filing Methods

- **e-forms**
  - File your own docs and Get logon or
  - Use services of a third party vendor
  
- **JET File** – Electronic filing through secure file transfer protocol (SFTP) for six forms and attachments
  - Use vendor software to file on your own behalf
  - A third party vendor files for you or
  - Build own transmission process

## How to Form Work

- Electronic filing over the Internet using Web forms
- Get logons to EAMS for filing location
- More than one logon is available
- Comply with e-forms trial agreement and participate in Webinar training
- Interchangeably file documents in Eforms, OCR or JET, but no duplicate filings

### Benefits of e Filing

- Receive ADJ case number 2 – 3 days after successfully file Application
- Change your client's address
- Access to EAMS
  - See the documents that you filed
  - See the documents that others filed
  - See the Official Address Record
  - See what the Judge sees

### More Benefits of e Filing

- Choose among available hearing dates after successfully filing DOR
  - Must resubmit if hearing date is not available
- Ability to submit all forms + attachments now
- Dedicated help desk available during regular business hours
- No cost unless using third party filer

**How to e-Formfile**

- Create a desktop folder for the batch
- Scan paper attachments
- Pull electronic attachments
- Re-name attachments, put in folder
  - Lien needs: bill or ledger, 10770.5 verification, and POS
  - App needs: 4906g, fee disclosure, Venue Authorization, and POS
- Type eform and attach docs from folder



Fast. Flexible. Reliable.

### What is JET File?

- Now available to all
- System to system filing of one or many documents in a single transmission
- Auto-populate forms from your case management software – no manual entry
- Unlimited number of JET filers at each location
- Based on extensive input from external users



### Who is JET Filing for?

- Any participant who wants to file any of the following six forms:
  - Application for adjudication of claim
  - Declaration of readiness to proceed (to hearing)
  - Declaration of readiness to proceed (to expedited trial)
  - Compromise and release
  - Stipulations with request for award
  - Notice and request for allowance of lien

These are 85% of forms filed



### Advantages of JET File

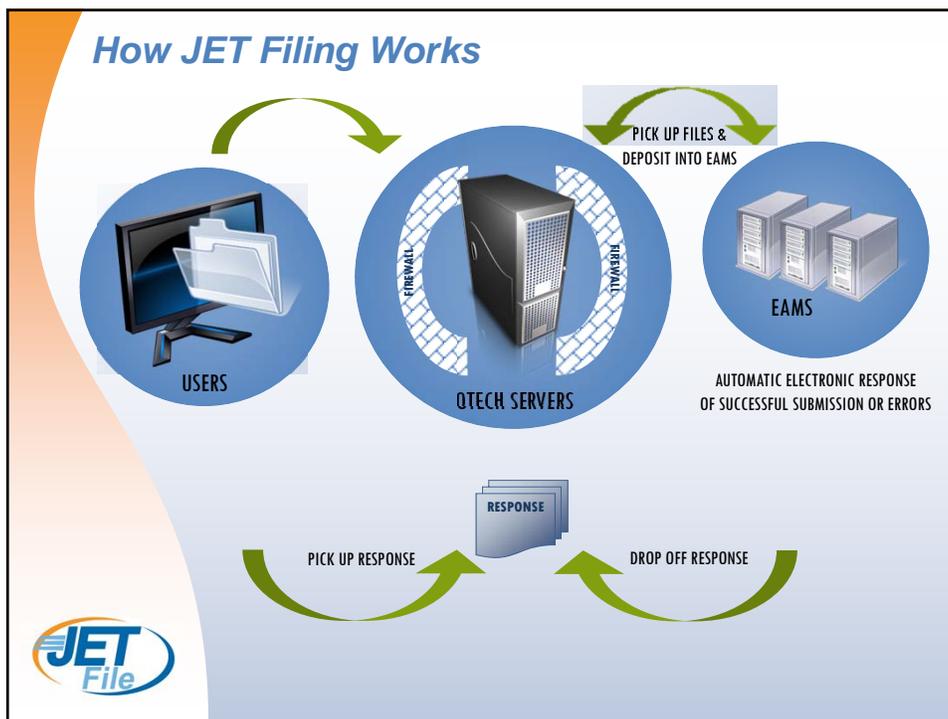
- *Fast*
  - File at the speed of bytes
  - Fly over the paper queue at district offices
  - Receive immediate electronic response of success or errors
- *Flexible*
  - Submit one or many documents in a single transmission
  - Choose from three JET Filing methods
  - Utilize OCR or e-forms (if in e-forms trial) as needed
- *Reliable*
  - File securely
  - Know your documents were received and processed successfully
  - Gain accuracy through electronic error information



### Other Advantages of JET File

- Calendar date delivered electronically after successful submission of DOR assuming slots are available - usually within 3 hours
- ADJ case # delivered electronically after successful submission of Application – usually within 3 hours
- Ability to change the way you JET File based upon your evolving needs
- Automatic electronic response is almost instantaneous vs. waiting for manual responses

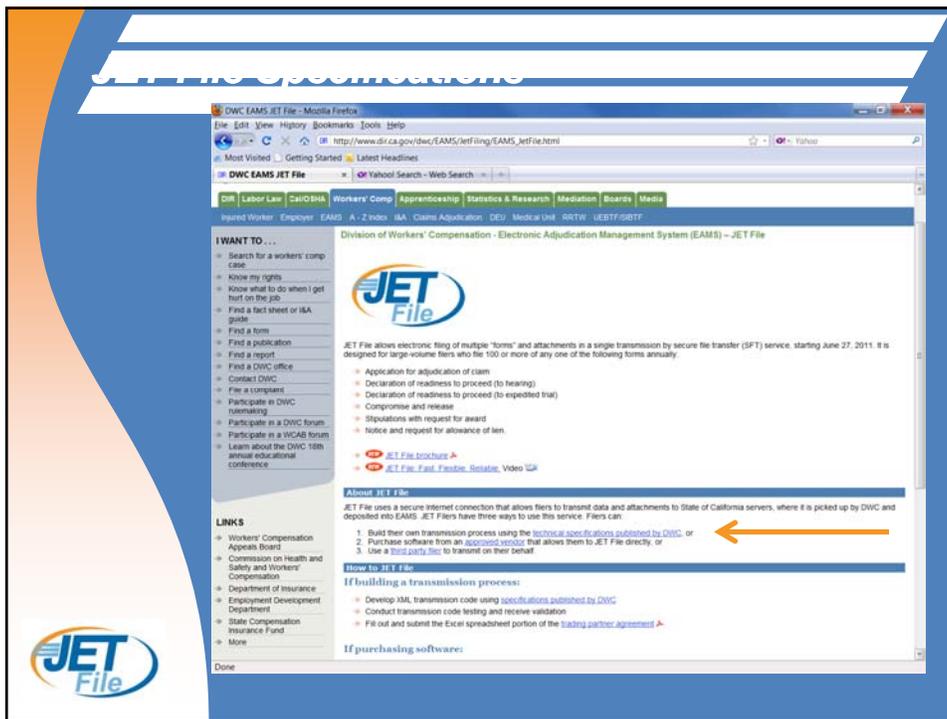




### Three Ways to JET File

Choose one of three JET streams	What you need
JET Stream 1 – Use vendor developed software	<ul style="list-style-type: none"> <li>Select vendor from approved list on DWC Web site</li> <li>Read trading partner agreement and business rules</li> <li>Email signed trading partner agreement spreadsheet to <a href="mailto:JET@dir.ca.gov">JET@dir.ca.gov</a></li> <li>File from your location</li> </ul>
JET Stream 2 – Use services of third party filer (TPF)	<ul style="list-style-type: none"> <li>Select vendor from approved list on DWC Web site</li> <li>Read trading partner agreement and business rules</li> <li>Sign authorization form with vendor allowing them to file on your behalf</li> </ul>
JET Stream 3 – Build your own JET stream	<ul style="list-style-type: none"> <li>Use specs from the DWC Web site</li> <li>Complete software testing and receive validation from DWC</li> <li>Read trading partner agreement and business rules on DWC Web site</li> <li>Email signed trading partner agreement spreadsheet to <a href="mailto:JET@dir.ca.gov">JET@dir.ca.gov</a></li> </ul>

**JET File**



# What's Next

## Curam upgrade

## Change requests

## Beyond



The slide features a white background with a blue and orange header bar at the top. The main text is centered and written in a large, bold, blue font. At the bottom left, there is a logo for 'EAMS' (Electronic Adjudication Management System) with a checkered pattern. At the bottom right, there is a small, square photograph showing a group of people in a meeting or office setting.



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# Questions?



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## Transfer Resources

**Get informed**

- Go to [www.dwc.ca.gov/eams](http://www.dwc.ca.gov/eams) for e-team information including:
  - FAQs and more

**Get engaged**

- Stay up to date on current EAMS events by subscribing to the e-newsletter *EAMS Insider*
- Send your questions to [eams@dir.ca.gov](mailto:eams@dir.ca.gov)

**Get going**

- Sign up today for e-forms or JET File