

Unemployment Insurance



**Employment
Security
Department**
WASHINGTON STATE

Topics we will cover



- Reemployment Services that are available
- Establishing a Secure Access Washington account
- Filing an unemployment insurance initial claim
- Standby information
- General unemployment insurance requirements
- Question and answers
- Accessing this PowerPoint presentation online at <https://esd.wa.gov/newsroom/introduction-to-unemployment-insurance-public-webinar>



What you will need



- Pen and paper
- SSN
- Dates of employment for past 18 months
- For the past 18 months, all employers names and addresses



Reemployment Services



- Being laid off can be painful
- WorkSource is here to help
- Thousands of jobs on WorkSourceWA.com
- Veteran services
- Retraining services



WorkSourceWA.com



WorkSource offices statewide will close for in-person services beginning Wednesday, March 18, 2020, due to the COVID-19 outbreak. Customers will still be able to get help from WorkSource staff by phone and internet. If you have a scheduled appointment, please reach out to your [local WorkSource](#) for next steps. [Learn more on our website.](#)



Search thousands of jobs on WorkSource Washington:

Title, keyword or job number

Where?



JOB SEEKER



EMPLOYER

[My WorkSource](#)

[Career tools](#)

[Resources](#)

[Spotlights](#)

[About us](#)

[Select language](#)



JOB SEEKER
FIND THE RIGHT
OPPORTUNITY.

WELCOME TO
WORKSOURCE
WASHINGTON

EMPLOYER
FIND THE RIGHT
CANDIDATE.

Connect to important resources



Creating a SAW Account

Employment Security's eServices for Customers



**Employment
Security
Department**
WASHINGTON STATE



ATTENTION

WORKERS & BUSINESSES
Affected by **COVID-19** (coronavirus).

Employment Security has programs designed to help individuals and employers during this unprecedented time.

Unemployment

Unemployment benefits

Basic eligibility requirements

Customer service one-stop

Pay a benefit overpayment

Report fraud

Handbook for Unemployed Workers (PDF)

Paid Leave

What is Paid Family and Medical Leave?

Reporting opened July 1

Employer responsibilities

Premium collection began Jan. 2019

Subscribe to the newsletter

Workers: What do benefits cover?

eServices

Sign in to eServices to apply for and manage unemployment claims, pay taxes and more. Select "Sign in" for a complete list.

[Sign in or create account >>](#)

User guides: [for individuals](#) | [for employers](#)

Employers: [Read first before signing in](#)

Unemployment taxes

Quarterly reporting requirements

Employer taxes

About EAMS

About ePay

Get paper tax forms

Register your business

Jobs

Look for a job on WorkSourceWA.com

Jobs & training

Learn about an occupation

Layoff assistance for workers

Business layoff assistance

Jobs with Employment Security

Coronavirus (COVID-19)

Find resources, recommendations and up-to-date information.

Visit: doh.wa.gov/Emergencies/Coronavirus



New state COVID-19
call center open:
800-525-0127



Sign in for eServices

Find answers to your questions about eServices accounts at esd.wa.gov/unemployment/technical-support.

Individuals

- Apply for unemployment benefits
- Submit a weekly claim
- Manage your unemployment benefits claim
- Restart a current claim
- Pay a benefit overpayment
- Look up your past wages
- Schedule a required WorkSource appointment

Employers

- Pay taxes
- Apply for SharedWork
- Apply for the Work Opportunity Tax Credit
- Manage your employees' unemployment claims
 - Send a secure message
 - View and respond to correspondence
 - File an appeal

SecureAccess Washington (SAW)

Use your SecureAccess Washington (SAW) username and password
[What is SAW?](#)

Employers: If you have ever paid taxes online with EAMS (Employer Account Management Services), you must use the same SAW account.

Wrong username or password. Try again or select [Trouble signing in?](#)
If you enter a wrong username or password 5 times, your account will be locked for 20 minutes. If you continue to have problems, call 855-682-0785.

Username:

[Check to see if you have a SAW account](#)

Username

Password:

Password

[Sign in](#)

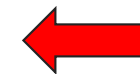
[Click here if you are having trouble signing in](#)

Need an account?

If you haven't already, you must create and activate a SecureAccess Washington (SAW) account to use our online services. [What is SAW?](#)

[Check to see if you have a SAW account](#)

[Create new account](#)



We use SecureAccess Washington
to protect your personal
information



Create your user account

Legal first name

Legal last name

Email address

Retype email

Username

Password


Retype password

Secret question

What city were you born in?

Secret answer

Please click the box below so we know you are a human.

☐ I'm not a robot


Register your user account

- At least 10 characters
- Recommend a number, capital letter, and lower case letter
- Don't use part of your name, email, or address

Browser address bar: <https://secure.esd.wa.gov/home/SAWUserRegistrations/ActivateAccount?userName=testing123123>

Employment Security Department
WASHINGTON STATE

[Español](#)

Activation link is on its way to you

We sent you an activation link by email or text.

Email users: If you don't see the email, check your spam or junk folder.

If you activate by text message, [return to sign-in page](#) to continue.

NoReply@esd.wa.gov

Activate your SecureAccess Washington account
Select the link to activate your eServices account.

9:27 AM

Activate your SecureAccess Washington account



NoReply@esd.wa.gov
To

Reply

Reply All

Forward

...

Thu 3/19/2020 9:27 AM



Employment Security Department
WASHINGTON STATE

Select the link to [activate your eServices account.](#) If you activate your account using a different device, such as a cellphone, be sure to refresh your computer monitor before entering your username and password.


This is a system generated message. Please **do not** reply to this email.

Sincerely,

The Washington State Employment Security Department

https://secure.esd.wa.gov/home/SAWUserRegistrations/CompleteActivation?username=testing123123

Employment Security - Acti... x

 **Employment Security Department**
WASHINGTON STATE

[Español](#)


Thank you for activating your SecureAccess Washington account

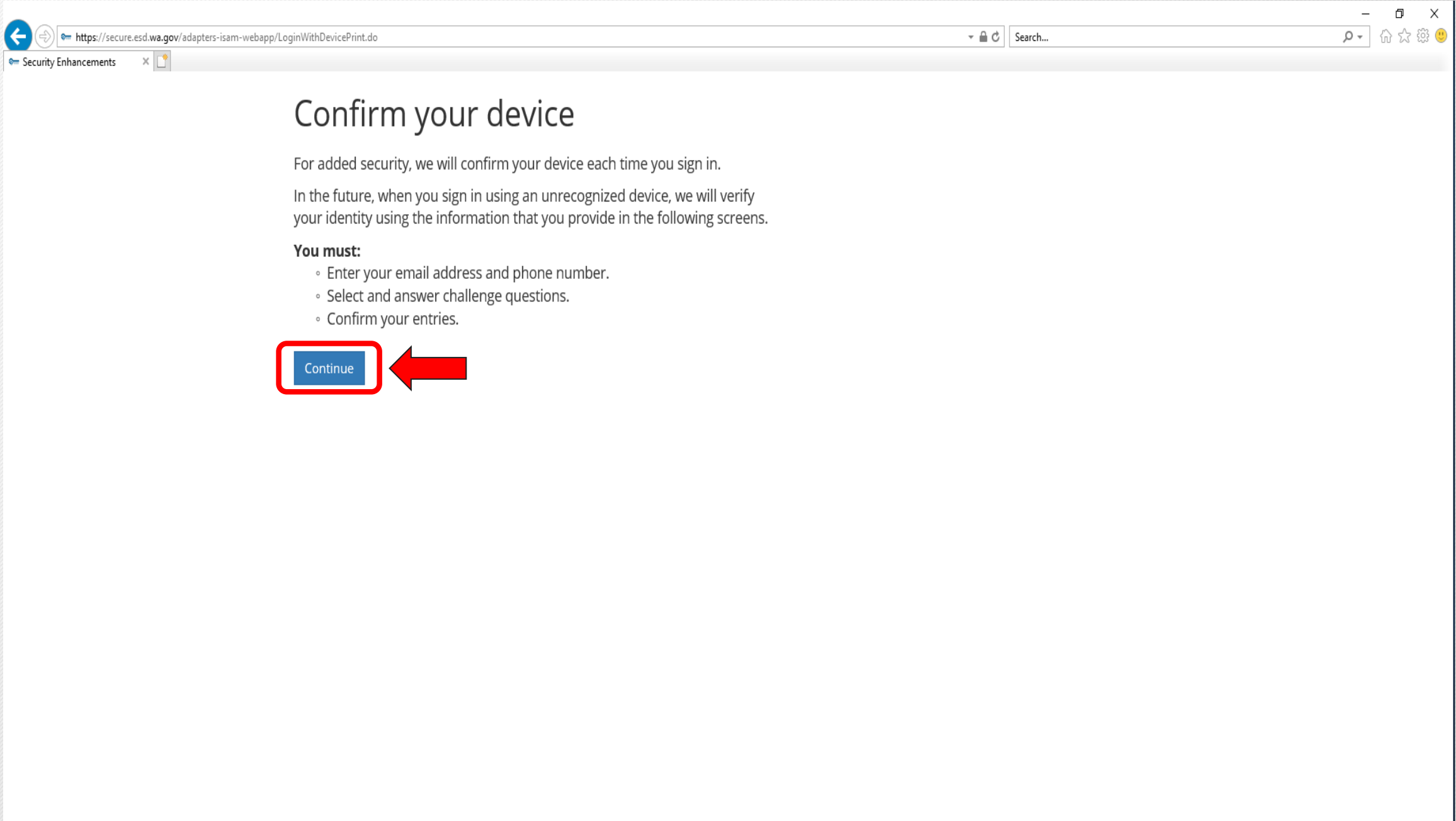
Enter your password and choose *Continue* to give us a few more details.

Username

Password

[Continue](#)





← → <https://secure.esd.wa.gov/adapters-isam-webapp/Enroll.do> Search... Home Star Settings Help

Email Enrollment

Enter email for confirmation

In the future, when you sign in using an unrecognized device, we will need an email address to verify your identity.

When this happens, we will send you an email with a confirmation code to enter on the confirmation screen.

Enter the email address we can use for confirmation.

Continue

←


→

https://secure.esd.wa.gov/adapters-isam-webapp/EnrollEmails.do

🔒

Search...

Phone Enrollment

 **Employment Security Department**
WASHINGTON STATE

Sign Out

Enter phone numbers for confirmation

In the future, when you sign in using an unrecognized device, we will need a phone number to verify your identity.

Enter 1 or more phone numbers that we can use to verify your identity.


Phone Label:(Cell/Home/Office)	Phone Number:	Extension (Optional):
cell	234567891	
Please Select Option		

Continue

Phone Label:(Cell/Home/Office)	Phone Number:	Extension (Optional):
Please Select Option	1234567891	
cell		
home		
office		

Continue

Phone Enrollment

 **Employment Security Department**
WASHINGTON STATE

[Sign Out](#)

Enter phone numbers for confirmation


In the future, when you sign in using an unrecognized device, we will need a phone number to verify your identity.

Enter 1 or more phone numbers that we can use to verify your identity.

Phone Label:(Cell/Home/Office)	Phone Number:	Extension (Optional):
cell	1234567891	
Please Select Option		

[Continue](#)

Phone Enrollment

 **Employment Security Department**
WASHINGTON STATE

Sign Out

Enter phone numbers for confirmation

In the future, when you sign in using an unrecognized device, we will need a phone number to verify your identity.

Enter 1 or more phone numbers that we can use to verify your identity.


Phone Label:(Cell/Home/Office)	Phone Number:	Extension (Optional):
cell	1234567891	
Please Select Option		

Continue

- Don't put in an extension
- Don't put in a second phone number

←↻🔒https://secure.esd.wa.gov/adapters-isam-webapp/EnrollEmails.do🔍Search...🏠☆⚙️😊

Phone Enrollment✕📄

 **Employment Security Department**
WASHINGTON STATE

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In the future, when you sign in using an unrecognized device, we will need a phone number to verify your identity.


Enter 1 or more phone numbers that we can use to verify your identity.

Phone Label:(Cell/Home/Office)	Phone Number:	Extension (Optional):
cell▼	1234567891	
Please Select Option▼		

Continue

←

Confirmation

 **Employment Security Department**
WASHINGTON STATE

[Sign Out](#)

Confirm the information you entered

Email address:

Phone number:

To make a correction, choose *Change*.

[Change](#)


Would you like us to remember this device??

☒ Yes. I plan to use this device again to access my account.

☐ No. This is a public device or one I don't plan to use again to access my account.

Choose *Finish* to access Employment Security services.

[Finish](#)




https://test-secure.esd.wa.gov/home/myesd/ServicePages/Basic

Search...

Employment Security - LoginEmployment Security - LoginEmployment Security - Serv... x

FileEditViewFavoritesToolsHelp

 **Employment Security Department**
WASHINGTON STATE

[Español](#)

[Sign out](#)

eServices

You're almost there!

Are you signing in for yourself or for an employer? Please select one.

▼ For yourself

If you're an unemployment claimant, a job seeker, or if you want to send us a message or look up your past wages -

Continue


OR

Schedule a required WorkSource Appointment

Continue

OR

► For an employer

 **SecureAccess**
WASHINGTON

Update your SAW profile and access services from other government offices by visiting [SecureAccess Washington](#)



Verify your identity

Since this is your first time here, you need to answer a few more questions to confirm your identity.

Legal first name

Legal last name

Previous last name (only if you changed it within the last year)

Social Security number

Mailing address

City

State

ZIP code

Date of birth (mm/dd/yyyy)

Don't add anything here unless newly married or divorced

No dashes or spaces

Just the 5 digit zip code, do not add the +4

Verify the information you entered is correct before selecting **Next**.

Next

SAW Account Questions -



- What do I do if I get a message stating, “we can’t verify the information you entered”?
 - A = You will have to call the SAW Helpdesk to assist you in verifying your information.
- If I enter my SSN incorrectly, what do I do?
 - A = You will have to call the SAW Helpdesk to deactivate your incorrect account so you can start a new one.
- What do I do if it tells me that there is already an account?
 - A = that means you have successfully completed the SAW account creation process previously, and your SSN is linked to that account. There is no way to move forward with your new account unless you call the SAW Helpdesk to deactivate the already created one, per your request.
- SAW Help Desk – 855-682-0785
- Frequently Asked Questions on www.esd.wa.gov/unemployment/technical-support



Filing an Unemployment Insurance Claim



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Unemployment

- Unemployment benefits
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- Report fraud
- Handbook for Unemployed Workers (PDF)

Paid Leave

- What is Paid Family and Medical Leave?
- Reporting opened July 1
- Employer responsibilities
- Premium collection began Jan. 2019
- Subscribe to the newsletter
- Workers: What do benefits cover?

eServices

Sign in to eServices to apply for and manage unemployment claims, pay taxes and more. Select "Sign in" for a complete list.

[Sign in or create account >>](#)

User guides: [for individuals](#) | [for employers](#)

Employers: [Read first before signing in](#)



Unemployment taxes

- Quarterly reporting requirements
- Employer taxes
- About EAMS
- About ePay
- Get paper tax forms
- Register your business

Jobs

- Look for a job on WorkSourceWA.com
- Jobs & training
- Learn about an occupation
- Layoff assistance for workers
- Business layoff assistance
- Jobs with Employment Security



ATTENTION

WORKERS & BUSINESSES
Affected by **COVID-19** (coronavirus).

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Click to sign in to eServices

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New state COVID-19
call center open:
800-525-0127



Sign in for eServices

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Username:

[Check to see if you have a SAW account](#)

Username

Password:

Password

[Sign in](#)

[Click here if you are having trouble signing in](#)

Need an account?

If you haven't already, you must create and activate a SecureAccess Washington (SAW) account to use our online services. [What is SAW?](#)

[Check to see if you have a SAW account](#)

[Create new account](#)

Type your Username and Password and click Sign in

We use SecureAccess Washington
to protect your personal
information

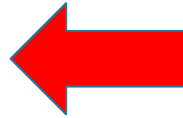




Identity Verification

We need to verify your identity because you are attempting to access your account from a computer or device we don't recognize.

- ☒ Phone
- ☐ Email



Verify by phone

Continue

Confirmation code by phone

You should receive the call within one minute at 000-000-0000

Then, answer the question below and select *Continue*.
If you can't be reached at this number, select *Cancel*.

Cancel

Would you like us to remember this device, in addition to other devices we have on record for you??

- ☒ Yes. I plan to use this device again to access my account.
- ☐ No. This is a public device or one I don't plan to use again to access my account.

Continue



click Continue to receive a phone call

We're trying to call you now

We're now calling the phone number you gave us. When prompted, enter the confirmation code below into your phone.

Confirmation Code: 220164

If you do not receive the phone call within 60 seconds or have other problems, [Click here](#).

To start over, choose *Cancel*.

Cancel



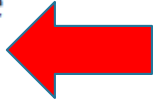
Employment Security Department
WASHINGTON STATE

Identity Verification

We need to verify your identity because you are attempting to access your account from a computer or device we don't recognize.

☐ Phone

☒ Email



Verify by email

Continue

Confirm email address

Email address:

If this email address is correct, choose *Continue*. If it's not correct, choose *Cancel* and then select *Phone*.

Cancel

Continue

click Continue to receive an email

Confirmation code is on its way to you by email

You should receive the email within one minute.

Enter confirmation code:

Answer the question below and select *Continue*.

Or, if you didn't receive the email, [Try again](#).

Would you like us to remember this device, in addition to other devices we have on record for you?

- ☒ Yes. I plan to use this device again to access my account.
- ☐ No. This is a public device or one I don't plan to use again to access my account.

Continue

Cancel



Your Confirmation Code is: **496922**

This code will expire in 10 minutes. Please return to your browser and enter it in the box labeled "Confirmation Code".

Su código de confirmación es: **496922**

Este código expirará en 10 minutos. Por favor regrese a su navegador y proporcionalo en la casilla marcada "Código de confirmación".

Confirmation successful

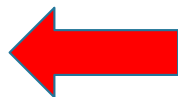
Choose *Update your credentials* to change your:

- Device confirmation method
- Challenge questions

Update your credentials

Choose *Finish* to access Employment Security services.

Finish



Click Finish



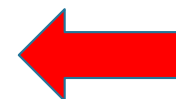


eServices

Update your SAW profile and access services from other government offices by visiting [SecureAccess Washington](#)

For yourself

[Apply for unemployment benefits or manage your current and past claims](#)



[Send us a secure message](#)

- Ask us a question through a secure messaging service

[Look up your past wages](#)

- See and print your Washington wages from the past two years

For an employer

Almost there! To access any eServices, you must finish your online setup by creating an account in EAMS (Employer Account Management System). **Use the same username and password you used to create your SecureAccess Washington account.** Once you have finished, return to this page to see the eServices available to you.

If you already have an EAMS account, to access eServices you need to "request access to locked services" in EAMS. See directions in the link below.

[Find out more about creating an account in EAMS.](#)

[Apply for the WOTC](#) (Work Opportunity Tax Credit)

- Submit applications and documentation
- Check the status of applications
- Print certifications



> Testing Account
eservicetesting2020@gmail.com
Last logged on Mar 18 2020



Alerts

✓ There are no alerts



I want to

[Submit an application](#)

[Send a message/ask a question](#)

[Upload a document](#)



Summary

Online activity

Notices/letters



My accounts

Account type

Benefit year begin

Benefit year end

Status

Expiration

No processed claims

Estimated percentage completed

0%

Application for unemployment benefits

Your profile

Time Estimate

Your profile

Read and certify

Unemployment benefits registration application

Please read this important message before you begin.

The average time it takes to complete this application is 30 – 60 minutes. Depending on how you answer the questions will impact the time it will take to complete the application since some questions will require additional information.

If you begin the application and need to log out, be sure to save your work so you can resume where you left off.

Note: All saved, uncompleted applications will be automatically deleted by 6:30 p.m. Saturday.

Save

Cancel

< Previous

Next >

Estimated percentage completed

0%

Application for unemployment benefits

Your profile

Time Estimate

Certification

Your profile

Read and certify

Welcome to the unemployment benefits application.

To qualify for unemployment benefits, you must:

- Have been employed for at least 680 hours in your base year.
- Be able to work and available for work.
- Search every week for work that's suitable for you.

After you apply, we will decide if you qualify, and we will let you know.

Do not use this online application if:

- You are a victim of domestic violence, stalking, sexual assault or trafficking and do not want your address on record with us. To keep your information private, sign up for the [Address Confidentiality Program](#). Then call the claims center at 800-318-6022 to apply for benefits.
- You did not work in Washington since 9/1/2018. Contact the unemployment agency in the state where you worked the longest in the past 24 months.
- If you left the military in the last 18 months, and you are not physically in Washington state.

Before you start, have ready:

- Your Social Security number.
- Information about jobs you have had in the last 18 months. Include part-time and temporary jobs. For each employer, you need a:
 - Business name.
 - Mailing address.
 - Phone number.
 - Date you worked.
- Paper and pen or pencil.
- If you had a military employer, your DD214 form.
- If you had a federal civilian employer, your SF50 or SF8.

Save

Cancel

< Previous

Next >

Estimated percentage completed

0%

Application for unemployment benefits

Your profile

Time Estimate

Certification

Certification cont'd

Your profile

Read and certify

Save and continue button

You don't have to complete the entire application all at once. But if you don't type anything for 15 minutes, the application will time out and you will lose your information. Be sure to choose the *Save and continue* button.

If you choose not to continue this application, we will discard it on Saturday.

Get a confirmation number!

Be sure to get a confirmation number proving you submitted your application. If you exit the application before receiving a confirmation number, you will lose any information you entered and you'll have to start over. You will also need the number if you exit and return to the application later.

When to apply

Your unemployment benefits claim will start Sunday of the week you apply. If you don't want to start your claim yet, wait to apply until the week (Sunday through Saturday) you want your claim to start.

Save

Cancel

< Previous

Next >

Estimated percentage completed

0%

Application for unemployment benefits

Your profile

Time Estimate

Certification

Certification cont'd

Certification cont'd

Your profile

Read and certify

We protect your privacy

The Employment Security Department strictly obeys state and federal laws that protect your private information. We do, however, share your information with other government agencies to verify your eligibility for this and other government programs. Read our [privacy statement](#) for details.

Fraud

If you lie on this application or provide false information, we might find that you committed fraud. You could be:

- Disqualified from receiving benefits.
- Have to pay back benefits received.
- Required to pay a penalty.
- Charged with a crime.

Certify

I certify that the information I provided on this form is true and complete to the best of my knowledge. I understand that omitting or giving false information is considered fraud, and I could have to pay back benefits received and pay a penalty. I also could be denied future unemployment benefits.

I disagree. Exit application.

I agree. Continue with application.

Save

Cancel

< Previous

Next >

Estimated percentage completed

10%

Application for unemployment benefits

Your profile

Time Estimate

Certification

Certification cont'd

Certification cont'd

Your Identity

Your profile

Your identity

Your Social Security number

777-66-5555

Your date of birth

Jan 1 1980

Your name as it appears on your Social Security card

First name

JOHN

Last name

SMITH

Middle name

Suffix

Have you used any other names for work, such as a maiden name?

Yes

No

Do you have a nickname or another preferred name?

Yes

No

Are you a U.S. citizen or an American national?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed

10%

Application for unemployment benefits

Your profile

Time Estimate

Certification

Certification cont'd

Certification cont'd

Your Identity

Driver's license

Your profile

Drivers license

Do you have a Washington state driver's license or Washington state ID?

License or ID number (See "A" in picture):

Date issued (B):

Expiration date (C):

Yes

No

WDL1234567B

Jan 1 2020

Jan 1 2026



Save

Cancel

< Previous

Next >

Application for unemployment benefits

Benefits in other states

Have you applied for or received unemployment benefits from a state other than Washington in the last 12 months?

Yes

No

Injury or illness

Have you been unable to work for 13 or more consecutive weeks due to an injury or illness?

Yes

No

Federal employer

Did you work for the federal government in the last 18 months? This doesn't include military service.

Yes

No

Military jobs

Did you separate from active duty military service in the last 18 months?

Yes

No

Work in other states

Have you worked in any state other than Washington in the last 18 months?

Yes

No

Estimated percentage completed

30%

Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

Driver's license

Benefits in other states

Injury or illness

Federal jobs

Military jobs

Work in other states

Claim start date

Your profile

Claim start date

You are applying for benefits this week, so your claim year start date is Mar 15 2020. Is this the date you want your claim to start?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed

30%

Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

Driver's license

Benefits in other states

Injury or illness

Federal jobs

Military jobs

Work in other states

Claim start date

Your profile

Claim start date

You are applying for benefits this week, so your claim year start date is Mar 15 2020. Is this the date you want your claim to start?
What do you want your claim year start date to be?

You have requested to change your claim start date to Mar 8 2020. Is this correct?

Yes

No

Mar 8 2020

Mar

2020

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Today

Close

Save

Cancel

< Previous

Next >

Estimated percentage completed

30%

Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

Driver's license

Benefits in other states

Injury or illness

Federal jobs

Military jobs

Work in other states

Claim start date

Your profile

Claim start date

You are applying for benefits this week, so your claim year start date is Mar 15 2020. Is this the date you want your claim to start?

What do you want your claim year start date to be?

You have requested to change your claim start date to Mar 8 2020. Is this correct?

Yes

No

Mar 8 2020

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed

30%

Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

Driver's license

Benefits in other states

Injury or illness

Federal jobs

Military jobs

Work in other states

Claim start date

Anti-harassment

Your profile

Anti-harassment

Do you currently have an anti-harassment order in place for your protection?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed



Application for unemployment benefits

Your profile

- John Smith
- Certification
- Certification cont'd
- Certification cont'd
- Your Identity
- Driver's license
- Benefits in other states
- Injury or illness
- Federal jobs
- Military jobs
- Work in other states
- Claim start date
- Anti-harassment
- Contact information

Your profile

Contact information

Mailing address ☐ Please confirm this address

Address Verification Required

Do you have a physical address that is different than your mailing address?

Yes

No

What is the best way to contact you if we need to talk about your claim? **Please note:** If we attempt to contact you and you don't respond, it could affect your benefits or create an overpayment.

Required

How do you want to receive important correspondence from us?

Required

Email

Primary Phone

Permission to leave a detailed voicemail?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed



Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

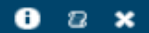
Your profile

Contact information

Mailing address

Please confirm this address ☐

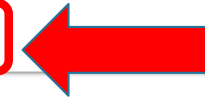
Check address



Country

Multi-Line

 [Click here to verify your address](#)



Street

Street 2

Unit type

Unit #

City

State

Zip

County

Attention

Save

Cancel

voicemail?

Save

Cancel

< Previous

Next >

Estimated percentage completed



Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

Your profile

Contact information

Mailing address USA

Please confirm this address

Check address

Country USA Multi-Line

Click here to verify your address

Street 712 PEAR ST

Street 2

Unit type

State WASHINGTON

Attention

City OLYMPIA

County THURSTON

Select Verified Address

Postal office recognized

Select this address

712 PEAR ST SE
OLYMPIA WA 98501-1513

Entered address

Select this address

712 PEAR ST
OLYMPIA WA 98501-1513

OK

Cancel

Save

Cancel

Previous

Next

Estimated percentage completed

40%

Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

Driver's license

Benefits in other states

Injury or illness

Federal jobs

Military jobs

Work in other states

Claim start date

Anti-harassment

Contact information

Your profile

Contact information

Mailing address ☐ Please confirm this address

Do you have a physical address that is different than your mailing address?

What is the best way to contact you if we need to talk about your claim? **Please note:** If we attempt to contact you and you don't respond, it could affect your benefits or create an overpayment.

How do you want to receive important correspondence from us?

Email

Primary Phone

Would you like to provide an additional phone number?

Secondary Phone

Save

Cancel

< Previous

Next >

Estimated percentage completed

40%

Application for unemployment benefits

Your profile

John Smith

Certification

Certification cont'd

Certification cont'd

Your Identity

Driver's license

Benefits in other states

Injury or illness

Federal jobs

Military jobs

Work in other states

Claim start date

Anti-harassment

Contact information

Demographics

Your profile

Personal information

What is your gender?

Male

If you could receive written materials in any language, which would you prefer? We can't guarantee we can send you information in the language you choose.

English

We are required to ask these questions. Answering them is voluntary. If you don't want to answer, select "Do not want to answer" as your answer.

What is your highest level of education?

High School Graduate or GED

What is your ethnic background?

Not Hispanic or Latino

What is your race? Select all that apply.

☐ African American/black

☐ American Indian/Alaska Native

☐ Asian

☐ Native Hawaiian/Pacific Islander

☒ Caucasian/white

☐ Do not want to answer

Are you a U.S. military veteran?

Not a veteran

Do you have a disability?

Not disabled

Save

Cancel

Previous

Next

Estimated percentage completed

50%

Application for unemployment benefits

Your profile

Your employers

Washington employers

Add missing employer

Your employers

Did you work for a Washington employer?

Yes

No

What qualifies an employer as a Washington state employer? If you work for a national or international organization or individual within Washington, this would be classified as a Washington employer.

Note: Please make sure you have your employer's name, address, and pay stubs available prior to selecting an employer from the list. Your claim may be delayed if the employer you have selected does not match the employer on your paystubs.

Many companies and organizations with multiple offices may designate a specific site to handle all unemployment. If you worked for one of these companies understand that the search results may not display your actual address, but rather the designated site.

Save

Cancel

< Previous

Next >

Estimated percentage completed

50%

Application for unemployment benefits

Your profile

Your employers

Washington employers

Washington employer

Washington employer

Employer search

Search For my Washington employer

Remove this employer

Save

Cancel

Previous

Next

Estimated percentage completed

Search

Employer search

Select how you want to search for the employer. Then fill in as much as you can and hit the "Search" button.

Name

Address

Employer ID

Name

EMPLOYMENT SECURITY

Search

Results

EMPLOYMENT SECURITY DEPT

STATE OF WASHINGTON

212 MAPLE PARK DR OLYMPIA WA 98504-0001

EMPLOYMENT SECURITY DEPT

Country

USA

Multi-Line

Street

SYSTEMS AND REPORTS

Street 2

PO BOX 9046

Unit type

Unit #

City

OLYMPIA

State

WASHINGTON

Zip

98507-0000

County

Can't find my employer

OK

Cancel

Save

Cancel

< Previous

Next >

Estimated percentage completed

50%

Application for unemployment benefits

Your profile

Your employers

Washington employers

Washington employer

Washington employer

Employer search

Search For my Washington employer

Employer EMPLOYMENT SECURITY DEPT

What date did you **start** working for this employer?

Jan 1 2016

What date did you last **physically** work for this employer?

Mar 16 2020

Why did you separate from this employer?

Currently working full time

Have you applied for or are you receiving retirement pay from this employer?

Yes

No

Please provide your gross income before any deductions, including taxes.

39,000.00

Per

Hour

Week

Month

Year

How many hours a week did you work, on average?

40

Remove this employer

Save

Cancel

< Previous

Next >

Estimated percentage completed



Application for unemployment benefits

Your profile

Your employers

Washington employers

Employment Security Dept

Add missing employer

Your employers

Did you work for another Washington employer?

Yes

No

What qualifies an employer as a Washington state employer? If you work for a national or international organization or individual within Washington, this would be classified as a Washington employer.

Note: Please make sure you have your employer's name, address, and pay stubs available prior to selecting an employer from the list. Your claim may be delayed if the employer you have selected does not match the employer on your paystubs.

Many companies and organizations with multiple offices may designate a specific site to handle all unemployment. If you worked for one of these companies understand that the search results may not display your actual address, but rather the designated site.

Save

Cancel

< Previous

Next >

Estimated percentage completed

60%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Occupation code

Your occupation

Occupation

What was your primary occupation during the base year?
Click "Search occupation."

Primary occupation

Required

Search occupation

Required

See this [employment data website](#) to determine whether your current occupation is in demand or not.

Are you going to continue to look for work in this occupation?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed

60%

Application for unemployment benefits

Search occupation codes



First: Search for a job title.

Single words or short phrases work best.

insurance claims clerk

Search

Next: Choose one for details, then press "OK."

Filter

Code	Title
13-1031.02	Insurance Adjusters, Examiners, and Investigators
29-2071.00	Medical Records and Health Information Technicians
43-3011.00	Bill and Account Collectors
43-9041.00	Insurance Claims and Policy Processing Clerks
43-9041.01	Insurance Claims Clerks
43-9041.02	Insurance Policy Processing Clerks

6 Rows

13-1031.02 - Insurance Adjusters, Examiners, and Investigators

Job Responsibilities Investigate, analyze, and determine the extent of insurance company's liability concerning personal, casualty, or property loss or damages, and attempt to effect settlement with claimants. Correspond with or interview medical specialists, agents, witnesses, or claimants to compile information. Calculate benefit payments and approve payment of claims within a certain monetary limit.

Alternate Job Titles

OK

Cancel

Estimated percentage completed

60%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Occupation code

Your occupation

Occupation

What was your primary occupation during the base year?
Click "Search occupation."

Primary occupation 13-1031.02 - Insurance Adjusters, Examiners, and Investigators

Change occupation

See this [employment data website](#) to determine whether your current occupation is in demand or decline.

Are you going to continue to look for work in this occupation?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed



Application for unemployment benefits

Your profile

Your employers

Your occupation

Occupation code

Union membership

Your occupation

Union membership

Do you get your work through a union dispatch or referral list?

Yes

No

Have you applied for or are you receiving union retirement pay?

Yes

No

Save

Cancel

< Previous

Next >

Standby request

Standby means you are:

- Unemployed with your regular employer due to a lack of work and you expect to return to full-time work with this employer within the next four weeks; or
- Unemployed and starting work with a new employer within the next two weeks.

If your employer has told you that you will be returning to work and given you an expected return to work date, you can request standby. Since standby waives your work search requirements, we will decide if you qualify, not your employer. You must look for work each week until we notify you that you are allowed to be on standby.

[Click here if you would like to learn more about the Unemployment Standby benefit.](#)

Do you wish to request Standby?

Yes

No

For workers and businesses affected by COVID-19 (coronavirus)

Can request up to 12 weeks of Standby, but must enter a date

Estimated percentage completed

70%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Occupation code

Union membership

Part-time work

Standby

Your occupation

Standby request

Standby means you are:

- Unemployed with your regular employer due to a lack of work and you expect to return to full-time work with this employer within the next four weeks; or
- Unemployed and starting work with a new employer within the next two weeks.

If your employer has told you that you will be returning to work and given you an expected return date, you may request standby. Since standby waives your work search requirements, we will decide if you qualify, not work each week until we notify you that you are allowed to be on standby.

[Click here if you would like to learn more about the Unemployment Standby benefit.](#)

Do you wish to request Standby?



You requested that your claim be backdated. You may also request to backdate your standby.

What date would you like your standby to start?

Select where you are returning to work:

☐

EMPLOYMENT SECURITY DEPT

[Search for a different employer](#)

Calendar widget showing the month of March 2020. The date Mar 8 2020 is selected. The calendar includes a 'Today' button and a 'Close' button.

Save

Cancel

< Previous

Next >

Estimated percentage completed

70%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Occupation code

Union membership

Part-time work

Standby

Your occupation

Standby request

Standby means you are:

- Unemployed with your regular employer due to a lack of work and you expect to return to full-time work with this employer within the next four weeks; or
- Unemployed and starting work with a new employer within the next two weeks.


If your employer has told you that you will be returning to work and given you an expected return to work date, you can request standby. Since standby waives your work search requirements, we will decide if you qualify, not your employer. You must look for work each week until we notify you that you are allowed to be on standby.

[Click here if you would like to learn more about the Unemployment Standby benefit.](#)

Do you wish to request Standby?

Yes

No

 You requested that your claim be backdated. You may also request to backdate your standby to that same date.

What date would you like your standby to start?

Mar 8 2020

Select where you are returning to work:



EMPLOYMENT SECURITY DEPT

Were you a full-time employee for EMPLOYMENT SECURITY DEPT before you were separated?

Yes

No

Will you be working full-time for this employer?

Yes

No

On what date will you return to work?

May 2 2020

Save

Cancel

< Previous

Next >

Estimated percentage completed



Application for unemployment benefits

Your profile 

Your employers 

Your occupation 

Occupation code

Union membership

Part-time work

Standby

School or training 

Your occupation

School or training

Are you currently attending school or a training program?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed

80%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Occupation code

Union membership

Part-time work

Standby

School or training

Able and available

Your occupation

Able and available for work

Are you physically able to work and available for work?

Yes

No

Save

Cancel

< Previous

Next >

Estimated percentage completed

80%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Occupation code

Union membership

Part-time work

Standby

School or training

Able and available

Federal taxes

Your occupation

Federal taxes

You must pay federal taxes on your unemployment benefits. Do you want us to withhold 10 percent of your payment each week?

Yes

No

If you decide later that you don't want us to withhold the 10 percent, we can't return the money we already deducted.



If we require you to pay back benefits because we overpaid you, you must pay us:

- The benefits you received.
- Any money we withheld for tax purposes.

Save

Cancel

Previous

Next

Estimated percentage completed

80%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Getting paid

Payment options

Getting paid

Employment Security offers two payment options for receiving your unemployment benefits: debit card or direct deposit. Which option would you like us to use for your benefits payment – direct deposit into your bank account or deposit onto a debit card? Select one below.

Debit Card

Direct Deposit

Required

[Learn more about a debit card associated with the debit card option](#)

[Learn more about the direct deposit payment option](#)

Save

Cancel

< Previous

Next >

Employment Security offers two payment options for you to receive your unemployment benefits: debit card or direct deposit. Which option would you like us to use for your benefits payment – direct deposit into your bank account or deposit onto a debit card? Select one below.

Debit Card

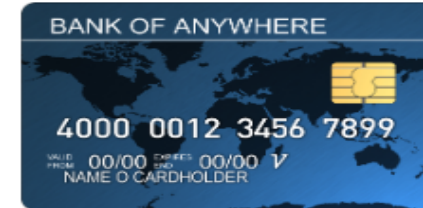
Direct Deposit

[Learn more about all fees associated with the debit card option](#)

[Learn more about the direct deposit payment option](#)

We will deposit your benefit payments onto a debit card.

You will receive your debit card 7 to 10 days from today in a white envelope with Employment Security Department in the upper left hand corner. Follow the instructions provided with the card to activate it.



We are required to provide you with certain disclosures relating to the KeyBank debit card program prior to completing your application.

There are no:

- Monthly fees.
- Per purchase fees.
- Cash reload fees.
- In-network ATM withdrawal fees (There is a \$1.75 ATM out-of-network fee. This fee can be lower depending on how and where this card is used.)
- In- or out-of-network ATM fees for balance inquiries.
- Automated or live agent customer service fees.
- Per month inactivity fees after 180 days of inactivity.
- Overdraft or credit feature.

KeyBank charges three other types of fees:

- \$12 2-day expedited delivery of replacement card
- 2% international transaction fee
- \$3 international ATM withdrawal fee

Your funds are eligible for FDIC insurance.

For general information about prepaid accounts, visit cfpb.gov/prepaid.

You can find details and conditions for all fees and services in the cardholder agreement.

Employment Security prepaid card is issued by KeyBank, N.A. There is no purchase price charged to enroll in the program nor is there any fee to activate the card.

You can find this and more information including a Long Form Disclosure that includes all fees relating to the benefits card program on our website at esd.wa.gov/unemployment/debit-card-info. Additionally, these disclosures will be provided to you in the card package when you receive your benefits card.

Estimated percentage completed

80%

Application for unemployment benefits

Your profile

Your employers

Your occupation

Getting paid

Payment options

Getting paid

Employment Security offers two payment options for you to receive your unemployment benefits: direct deposit into your bank account or deposit onto a debit card? Select one below.

Debit Card

Direct Deposit

Required

[Learn more about all fees associated with the debit card option](#)

[Learn more about the direct deposit payment option](#)

Save

Cancel

< Previous

Next >

Getting paid

Employment Security offers two payment options for you to receive your unemployment benefits: debit card or direct deposit. Which option would you like us to use for your benefits payment – direct deposit into your bank account or deposit onto a debit card? Select one below.

Debit Card

Direct Deposit

[Learn more about all fees associated with the debit card option](#)

[Learn more about the direct deposit payment option](#)

I give the Employment Security Department permission to deposit my benefit payments into my bank or credit union account.

Yes

No

PAY TO THE
ORDER OF

JOHN SMITH

Account type

Required

Routing number

Required

Name of bank or credit union

Required

Account number

Required

Required

Confirm account number

Important: If there is an error in processing your direct deposit, the department will default your payment to our debit card. To learn more about the debit card features please visit us at esd.wa.gov/unemployment/debit-card-info.



If you don't have one of your checks handy, look at your monthly bank statement or contact your bank or credit union.

Claim Summary

Your identity

[Edit](#)

Social Security Number

777-66-5555

Date of Birth

Jan 1 1980

Legal Name

JOHN

SMITH

Middle Name

Suffix

Have you used any other names for work, such as a maiden name?

Yes

No

Do you have a nickname or another preferred name?

Yes

No

Are you a U.S. citizen or an American national?

Yes

No

Claim Start Date

[Edit](#)

Your claim is effective:

Mar 8 2020

Contact Information

[Edit](#)

Mailing address

USA

712 PEAR ST SE

Street 2

Unit Type

Unit #

OLYMPIA

WASHINGTON

98501-1513

THURSTON

Attention: In care of...

Do you have a physical address that is different than your mailing address?

Yes

No

Correspondence

[Edit](#)

What is the best way to contact you if we need to talk about your claim? **Please note:** If we attempt to contact you and you don't respond, it could affect your benefits or create an overpayment.

Both email and phone

How do you want to receive important correspondence from us?

Send by U.S. mail

Email

myname@email.com

Primary phone

USA

000

000-0000

Permission to leave a detailed voicemail?

Yes

No

Do you want to provide an additional number?

Yes

No

Secondary phone

USA

000

000-0001

Permission to leave a detailed voicemail?

Yes

No

Your Employers

[Edit](#)

Employer Name

EMPLOYMENT SECURITY DEPT

Reason

Currently working full time

Separation

Start Date

Jan 1 2016

Separation Date

Payment Option

[Edit](#)

Your selected payment method:

Debit Card

Estimated percentage completed

90%

Application for unemployment benefits

- Your profile**
- Your employers**
- Your occupation**
- Getting paid**
- Payment options
- Claim Summary**
- Claim Summary
- Submit application**

Submit application

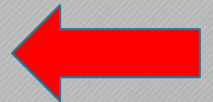
To complete your application, select "Submit."

Save

Cancel

< Previous

Submit





Your Benefit Rights and Responsibilities

Welcome,Settings

HomeMessagesYour Benefit Rights and Responsibilities

I Want To

Delete

> Message

Presentation of Benefit Rights

Received: Monday, Jun 25, 2018 9:27:33 PM

Subject: Your Benefit Rights and Responsibilities

Your responsibilities as an unemployment claimant

You're responsible for understanding this important information.

Don't reply to this email! We won't receive it. If you have questions, log into eServices and go to your outbox to submit a question or call the claims center at 800-318-6022.

How much you'll be paid

Your claim is based on all your work and earnings from 1/1/2017 to 12/31/2017. We estimate that you should receive \$465 each week for up to 26 weeks, for a total of up to \$12090.

However, these amounts are only estimates. We'll review your information and send you a *Statement of Benefits, Wages and Hours*, which will show if you're eligible for a new claim. If you are, the statement will show you the weekly amount you're eligible for and the maximum amount you have available. Examine it carefully and let us know if you believe anything is incorrect.

Log in to eServices to change how you receive your benefits payments. You can choose to get them on a debit card or deposited directly into your bank account.

Once we gather more information about your separation from an employer, we'll let you know.

We might:

- Send you a questionnaire and might also ask to speak to you by phone.
- Send you and the employer a written decision after we gather all the information we need. The letter will tell you whether you're eligible to receive unemployment benefits.

You must:





- Start submitting weekly claims right away as instructed below under *You must submit weekly claims*. **We can write a decision only if you have been submitting weekly claims!**

You can use your eServices account at esd.wa.gov to:

- Manage and view your unemployment benefits.
- Submit weekly claims.



Alerts

-  You have 1 unread message
-  You have 7 unread letters
-  Switch to electronic correspondence
-  **You have a UI weekly claim to file**



I want to

- Manage my active claim
- Change federal withholding preference
- Send a message/ask a question
- Update union information
- Upload a document



Summary

Online activity

Notices/letters

Name/address

Job Search Log

1099s

Applications/Forms



Unread notices

All notices



Unread letters

All letters

Your Benefit Rights and Responsibilities

Monetary Determination

SEAP Eligibility

Data Sharing Notice

Monetary Determination





Monetary Determination

Data Sharing Notice

Determination Letter



Alerts

-  You have 1 unread message
-  You have 7 unread letters
-  Switch to electronic correspondence
-  **You have a UI weekly claim to file**



I want to

- Manage my active claim**
- Change federal withholding preference
- Send a message/ask a question
- Update union information
- Upload a document

Summary

Online activity

Notices/letters

Name/address

Job Search Log

1099s

Applications/Forms



My accounts

All accounts



Manage my active UI claim

Claim ID 003

Benefit year begin Jul 7 2019

Benefit year ending Jul 4 2020

Weekly benefit amount \$532.00

Status Active

 **You have a UI weekly claim to file**



View my expired UI claim

Claim ID 002

Benefit year begin Jun 24 2018

Benefit year ending Jun 22 2019

Weekly benefit amount \$468.00

Status Expired



View my expired UI claim

Claim ID 001

Benefit year begin Jul 17 2016

Benefit year ending Jul 15 2017

Weekly benefit amount \$266.00

Status Expired



Account alerts

 You have 3 unread letters



I want to

[Restart my claim to begin filing again](#)

[Apply for training benefits](#)

[Request standby](#)

[Upload a document](#)

Weeks summary

Decisions status

Pending Issues

Benefits

Online activity

Notices/letters

Report change



Weeks summary

You have enough benefits left for 26 payments as long as you remain eligible, however your claim ends 7/4/2020. NOTE: Other factors, such as deductions from your benefits, may impact the amount and number of payments you will receive. Based on your available benefits, your final payment may be less than your weekly benefit amount.

Week ending

Status

Weekly benefit amount

Deductions

Intercepts

Benefits paid Payment date

Unemployment Questions -



- Can I receive unemployment if my employer is paying me some or all of my salary?
 - A = Yes, but you have to report the hours and earnings for each week this happens
- Can I receive unemployment if my employer is paying me sick pay, vacation pay, or personal time off?
 - A = Yes, but you have to report the earnings for each week this happens
- Is the waiting week being waved?
 - A = Because of emergency rules put into place, yes. However, we cannot waive the waiting week outside these emergency rules.
- Is the 680 hour requirement being waived?
 - A = Not at this time. To be eligible for unemployment you must have at least 680 hours of work during the base year.
- What is the base year?
 - A = Currently it is October 2018 through September 2019. Starting April 5th, it will be January 2019 through December 2019.

More Unemployment Questions -



- Are there extended benefits available?
 - A = Not at this time. Please check esd.wa.gov for any changes.
- Can someone that is self employed, an independent contractor, owns a business, etc. receive unemployment insurance?
 - A = Generally no. However, we encourage you to apply so we can get all the facts and make a determination.
- All information and Frequently Asked Questions on www.esd.wa.gov
- Use your eServices account



Resources to Help!



- For everything – www.esd.wa.gov
 - *This includes COVID-19, as it relates to programs and services provided by the Employment Security Department*
- Presentation online –
<https://esd.wa.gov/newsroom/introduction-to-unemployment-insurance-public-webinar>
- SAW Account – 855-682-0785
- Unemployment Insurance – 800-318-6022
- Reemployment Services –
www.WorkSourceWA.com

