



Benefits Policy Directions

Claims Process

1/5/2022

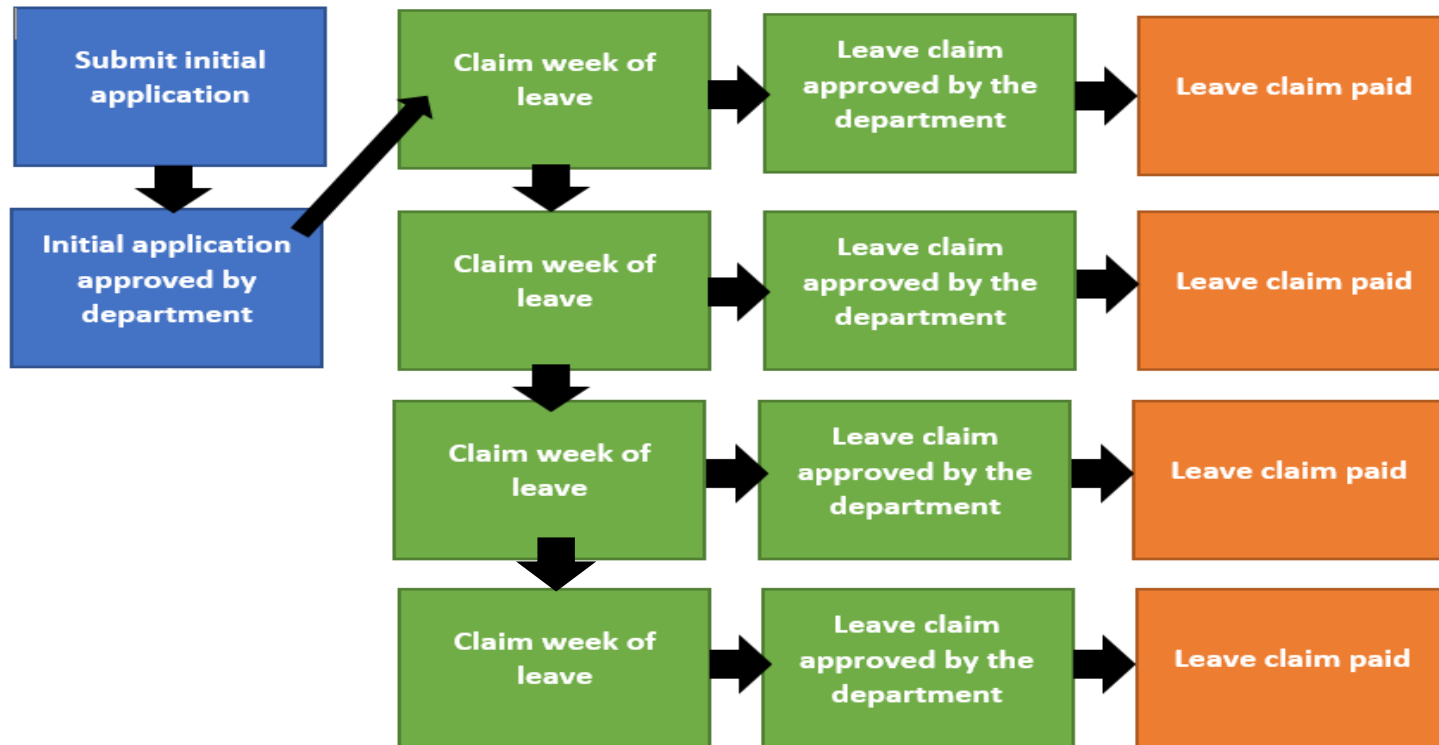


Claims Process

- The claims process comprises two components:
 - **Initial Application:** establishes that the employee is eligible and qualifies for benefits; an approval of the application would establish the duration of leave and weekly benefit amount.
 - **Weekly Leave Report:** establishes the amount of leave taken to finalize and issue weekly payments.

Claims Process

- After an initial application, employees submit weekly leave claims and can submit up to four weeks at a time.



Initial Application

- **Timeframe for submission**
 - Earliest: 30 days before start of leave event.
 - Latest: 30 days after start of leave event.
 - Exception: Up to 90 after start of leave event for “good cause”.

Initial Application

- **Required Information**
 - Claimant information
 - Leave type and details
 - Leave documentation
 - Current employer(s) information
 - Information to obtain wages
 - Payment details

Initial Application

- **Leave Determination**
 - Verify identity
 - Establish eligibility (\$1,000 in BY or ABY)
 - Determine leave qualification
 - Review verification documents
 - Request additional information if needed
 - Issue decision and establish leave amount of leave and schedule, as applicable

Weekly Leave Report

- **Timeframe for submission**
 - Earliest: Immediately following end of week.
 - Latest: Four weeks after end of week.
 - Exception: Up to 90 after end of week for “good cause”.

Weekly Leave Report

- **Required Information**
 - Claimant information
 - Amount of leave taken during the week
 - Any Workers Compensation or Unemployment Insurance Payments expected for the week
- **When approved, payment issued to claimant.**

Changes to Claims

- **Amendment to Initial Application**
 - Increase or decrease in leave amount
 - Change in leave duration or schedule
 - Cancellation of claim

- **Additional Claims**

Communication with Employers

- **No mandatory response**

Event that initiates communication:	Considerations:
An employee submitting a completed application for leave	Informs employer(s) about the leave application and gives them an opportunity to provide relevant information to the department, which, if provided before an application is processed, may help inform the department's decision to approve or deny a claim.
The department making a determination to approve or deny application	Informs the employer(s) on the department's decision on an employee's application and relevant details about the leave.
A change to the initial application and/or a new determination is made	Gives employers updated application information.

- **Mandatory response**

- Wage reviews
- Equivalent Plan coverage

Questions?



PFML Tentative Upcoming Rulemaking Dates
January 3, 2022

Advisory Committee Meetings	Batch 1 Rules	Batch 2 Rules	Batch 3 Rules
1/5/22			
	File perm rules with SoS – 1/22		
		Published in Oregon Bulletin 2/1/22	
2/2/22			
		1 st public hearing on Batch 2 rules – 2/23/22 3-5pm	
		2 nd public hearing on Batch 2 rules – 2/28/22 9-11am	
		Formal comment period ends 3/1/22 @ 5pm	
3/2/22			
			1st RAC meeting on Batch 3 rules – 3/10/22 12:30-3:30pm
			2nd RAC meeting on Batch 3 rules – 3/17/22 9am-Noon
4/6/22			
		File perm rules with SoS – 4/22	
5/4/22			
			Public hearings week of 5/22
6/1/22			
7/6/22			
			File perm rules with SoS –7/22