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**UI REPORTS HANDBOOK NO. 401**

**ETA 586 Interstate Arrangement for Combining Employment and Wages**

**A. Facsimile of Form**

**ETA 586 - INTERSTATE ARRANGEMENT-EMPLOYMENT AND WAGES**

STATE	REGION	REPORT FOR PERIOD ENDING

**SECTION A. CLAIMS AND PAYMENT ACTIVITIES**

State UI	Line No.	New Claims (1)	Persons Establishing Benefit Years (2)	No. Combined Wage Claims Withdrawn (3)	Weeks Compensated (4)	Benefits Paid (5)	Prior Weeks Compensated (6)	Prior Benefits Paid (7)
Intrastate	101							
Interstate Received as Paying State	102							

**SECTION B. FIRST PAYMENT AND WAGE TRANSFER RESPONSES - TIME LAPSE**

Time Lapse in Days	First Payment Time Lapse		Wage Requests Received (10)	
	Intrastate (8)	Interstate (9)	Time Lapse in Days	Responses (11)
			Total	
			3 or less	
Total			4 - 6	
7 or less			7 - 10	
8 - 14			11 - 14	
15 - 21			15 - 21	
22 - 28			22 - 28	
29 - 35			29 - 35	
36 - 42			36 - 42	
43 - 49			43 - 49	
50 - 56			50 - 56	
57 - 63			57 - 63	
64 - 70			64 - 70	
> 70			> 70	

**SECTION C. BILLING AND REIMBURSEMENT TIME LAPSE**

Time Lapse in Days	Billing Time Lapse (12)	Reimbursement Time Lapse (13)

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Total		
14 or less		
15 - 30		
31 - 45		
46 - 60		
61 - 90		
> 90		

#### Comments:

**OMB Control No.:** 1205-0029    **OMB Expiration Date:** 03/31/2008    **OMB Burden Hours:** 240 Minutes

**Paperwork Reduction Act Burden Statement:** These reporting instructions have been approved under the Paperwork Reduction Act of 1995. Persons are not required to respond to this collection of information unless it displays a valid OMB control number. Public reporting burden for this collection of information includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Submission is mandatory under SSA 303(a)(6). Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the U.S. Department of Labor, Office of Workforce Security, Room S-4231, 200 Constitution Ave., NW, Washington, DC, 20210.

#### B. Purpose

Public Law 91-373 requires every state to participate in an interstate arrangement for combining employment and wages approved by the Secretary of Labor in consultation with State Workforce Agencies (SWAs). This report will enable the Employment and Training Administration to measure the scope of wage-combining activities and to determine the effects of the program in terms of the number of claims filed, amount of benefits involved, and promptness of first payments and employment and wages transfers.

#### C. Due Date and Transmittal

A report for each calendar quarter is due in the National Office on the 20<sup>th</sup> day of the month following the quarter to which it relates. The cut-off date for the report is the last day of the quarter to which the data relates. This report will be transmitted electronically.

#### D. General Reporting Instructions

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1. Reporting States. All items in Section A, columns 8 and 9 in Section B, and column 12 in Section C will be reported by the state in its capacity as the paying state. Columns 10 and 11 in Section B and column 13 in Section C will be reported by the state in its capacity as the transferring state.
2. Coverage. Data for this report is confined to only those intrastate and interstate claims filed under the combined wage program and paid totally or partially (joint UI/UCFE and UI/UCX) from state UI funds.
3. Timing of Activity Counts. New claims should be counted at the time when the paying state identifies the claim as being filed under the combined wage arrangement. This identification should occur on the date the claim is filed when the claimant requests a determination under the combined wage arrangement, but may occur after an ineligible monetary determination or a determination for less than maximum benefits is issued and the claimant subsequently requests a determination under the combined wage arrangement.
4. Checking the Report. Entries should be made for all items. If no activity corresponding to the items occurred during the report period, a zero should be entered. A report containing missing data cannot be sent to the National Office but can be stored on the state's system. Edit checks can be found in Handbook 402, Unemployment Insurance Required Report User's Manual, Appendix C.

#### E. Definitions

Definitions, unless otherwise specified in these instructions, will follow the definition for the ETA 5159 and ETA 9050 found elsewhere in this handbook.

1. New Claims. A new combined wage claim is any new claim filed under the Interstate Arrangement for Combining Employment and Wages. In many cases, a claimant may request to file a combined wage claim only after being issued an ineligible monetary determination or one indicating entitlement to less than the maximum benefits on a regular claim. For purposes of this report, the claim is reportable as a new combined wage claim at the time the claimant requests a determination under the combined wage arrangement. A new combined wage claim reported as a result of a redetermination of a regular claim that was previously reported as an initial claim on the ETA 5159 should not again be reported as an initial claim on the ETA 5159.
2. Weeks Compensated. The count for weeks compensated is the total of all weeks paid to all combined wage claimants during the quarter for the weeks compensated reported in column 4 plus the total amount of adjustment payments paid during the quarter for prior weeks compensated shown in column 6 or on previous reports.

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3. Benefits Paid. The amount of benefits paid is the total of all benefits paid to all combined wage claimants in the quarter which relates to the weeks compensated reported in column 4 and adjustment payments which relate to prior weeks paid shown in column 6.
4. Prior Weeks Compensated. The count for prior weeks compensated is the total of all weeks paid in quarters prior to the reporting quarter and not previously reported on this report, i.e., weeks paid in prior quarters prior to the combined wage monetary determination. This count is to be reported in the quarter during which a combined wage monetary determination is issued.
5. Prior Benefits Paid. The amount of prior benefits paid is the total of all benefits paid to all combined wage claimants in quarters prior to the reporting quarter which relates to the weeks compensated reported in column 6.
6. CWC First Payment Time Lapse. A measurement of the number of days from the week ending date of the first compensable week in the benefit year and the date of the first payments reflecting a monetary determination (or redetermination) based on employment and wages from more than one state.

When a claim is originally filed as a combined wage claim or a regular claim, and payment has been issued solely on the basis of separate eligibility in the paying state, the time lapse in issuing the first combined wage benefit payment is the number of days representing the time between the end of the first week compensated in the benefit year and the date of the adjustment payment for prior weeks paid, if necessary, or the payment for the first week compensated, whichever occurs first, following the combined wage monetary determination/redetermination.

The date of the payment is the date on which the check is paid in person, mailed, electronically transmitted to the claimant's bank account, or an offset or intercept is applied on the claim. The mail date is the date the SWA actually mails the first payment to the claimant. SWAs determine the mail date and provide DOL with their procedure(s) to derive it.

When multiple weeks are paid at the same time, the earliest week is reported as the first payment.

7. Wage Transfer Time Lapse. Wage transfer time lapse is the time between the date the Request for Wage Transfer is received by the transferring state and the date the requested information is sent to the requesting state. For electronic transactions, the time lapse is the time between the date the telecommunicated request is received (import date) and the date the response marked "Transaction Completed" is transmitted (export date) to the requesting state.



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8. Intrastate Combined-Wage Claim. An intrastate combined wage claim is a claim filed under this arrangement, when the filing state and the paying state are the same. However, weeks compensated and the related benefits paid are not reportable on this report until the benefits paid for such weeks are based on a monetary determination that includes employment and wages from two or more states.
9. Interstate Combined-Wage Claim. An interstate combined wage claim is a claim filed under this arrangement, when the filing state and the paying state are not the same. However, weeks compensated and the related benefits paid are not reportable on this report until the benefits paid for such weeks are based on a monetary determination that includes employment and wages from two or more states.
10. Billing Time Lapse. Billing time lapse is the number of days from the end of the calendar quarter to the date that the Statement of Benefits Paid to Combined Wage Claimants (Form IB-6) during that quarter is sent to the transferring state.
11. Reimbursement Time Lapse. Reimbursement time lapse is the number of days from the date that the transferring state receives a Statement of Benefits Paid to Combined Wage Claimants to the date that the transferring state's reimbursement payment is mailed to the paying state, electronically transmitted to the paying state's bank account, or transferred to the paying state's UI Trust Fund Account. For this purpose, mail date is either (a) the date on the check, or (b) if the date on the check is not available, the authorization date in the state's automated system plus one, two, or three days for the agency to complete the reimbursement payment transaction and mail the authorization.

#### F. Item by Item Instructions

1. Section A. Claimant and Payment Activities. Report combined wage claim activity for "Intrastate" and "Interstate" separately in lines 101 and 102 according to the definitions in E.8 and E.9 above.
  - a. Column 1. New Claims. Enter the number of new claims filed under the combined wage arrangement. This filing may occur at the point of the initial claim or later in the claim series. (This number should be the same as the total number of claimants for which a first Request for Transfer of Wages was sent during the quarter.)
  - b. Column 2. Persons Establishing Benefit Years. Enter the number of persons who established benefit years with a monetary determination based on employment and wages from more than one state.

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- c. Column 3. Number of Combined Wage Claims Withdrawn. Enter the number of claimants who, after filing a combined wage claim, elected to withdraw the claim within the period prescribed by the law of the paying state for filing an appeal, protest, or request for redetermination, as the case may be, from a monetary determination.
- d. Column 4. Weeks Compensated. Enter the total number of weeks compensated wholly or partially from state UI funds (including sharable regular weeks compensated) on all claims where the benefit year was established under the rules and policies of the combined wage program. This includes weeks paid during the quarter prior to the combined wage monetary determination. However, weeks previously reported on this report for which adjustment payments are being issued are not to be again reported.

Include count for each week compensated for total, partial, and part-total payments, including:

- (1) Payments reduced or increased by an adjustment for an outstanding overpayment or an underpayment in one or more previous weeks, including weeks where payments are reduced to zero by an offset or Child Support or Food Stamp overissuance intercept. Do not include the count of weeks for which an underpayment adjustment is made; however, the amount paid for such weeks should be included in column 5 whether the adjusted payment was made together with a currently payable week or paid by a separate check.
- (2) Payments reduced because of receipt of income other than wages, as provided by state law.
- (3) Residual payments for less than the full benefit amount.

Do not include the previously reported weeks associated with the checks issued to replace lost or returned and redeposited checks.

- e. Column 5. Benefits Paid. Enter the total amount of benefits paid from state UI funds (including sharable regular amounts paid) for all weeks shown in column 4 plus the benefit amount adjustments paid for weeks previously reported.

Do not include the amount of payments made to replace previously reported payments such as lost or returned and redeposited checks.

- f. Column 6. Prior Weeks Compensated. Enter the total number of weeks compensated in quarters prior to the reporting quarter and not previously reported on this report, i.e., weeks paid in prior quarters before the

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combined wage monetary determination. This retroactive reporting is due to be reported in the quarter during which a combined wage monetary determination is issued.

2. Section B. First Payment and Wage Transfer Responses – Time Lapse.
  - a. Column 8 and 9. First Payments – Total and Time Lapse. Enter the number of first payments for total, partial and part-total unemployment in the appropriate Intrastate or Interstate column and individual totals for each time lapse interval.
    - (1) Determining Date of Payment. See definition E.6 above.
    - (2) Determining Time Lapse. The time lapse should be computed by subtracting the date on which the first compensable week ended from the date the payment is mailed, e.g., if the first compensable week ended on July 5, and the date the payment was mailed was July 19, the time lapse is 19 minus 5, or 14 days, and the payment should be counted in the interval “8 – 14”; if the compensable week ended on July 5 and the date the payment was mailed was August 20, the time lapse is 31 minus 5 plus 20, or 46 days, and the payment should be counted in the interval “43 – 49.”
  - b. Column 10. Wage Requests Received. Enter the total number of paper IB-4s and electronic TC-IB4s received as transferring state during the report period.
  - c. Column 11. Responses – Total and Time Lapse. Enter the total number of paper IB-4 and electronic TC-IB4 responses to the paying state, with or without wages available, that completed the response to the wage transfer request (marked “transaction complete”) during the report period, and individual totals for the time lapse interval.
    - (1) Determining Date of Response. The date of response for an electronic TC-IB4 response is the export date, obtained from the automated IB-4 system, of each response marked “transaction complete.” For paper IB-4, the date of response is the mailing date.
    - (2) Determining Time Lapse. The time lapse for electronic transactions is the number of days between the date the telecommunicated request is received (import date) and the date the response marked “Transaction Completed” is transmitted (export date) to the requesting state. For paper IB-4, the date of response is the mailing date.

The time lapse should be computed by subtracting the request import date from the export date of the response; e.g., if the request import



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date is July 5, and the response export date is July 19, the time lapse is 19 minus 5, or 14 days, and the response should be counted in the class interval "8 – 14"; if the request import date is July 5 and the response export date is August 20, the time lapse is 31 minus 5 plus 20, or 46 days, and the response should be counted in the class interval "43 – 49." For paper IB-4 responses, the date the request was received is subtracted from the date the response is mailed.

#### 3. Section C. Billing and Reimbursement Time Lapse.

a. Column 12. Billing – Total and Time Lapse. Enter the total number of statement of charges sent to transferring states during the report period on the "Total" line and individual totals for each time lapse interval.

(1) Determining Time Lapse. For paper IB-6s, the date of billing is the mailing date. For electronic transactions, the date of billing is the export date of the transactions.

The time lapse is the number of days from the quarter ending date to the mailing date or export date of the bill. The time lapse should be computed by subtracting the quarter ending date from the mailing/export date of the bill; e.g., if the quarter ended on June 30, and the bill is mailed/exported on July 19, the time lapse is 19 days, and the billing time lapse should be counted in the interval "15 – 30"; if the quarter ending date is June 30 and the bill is mailed/exported on August 20, the time lapse is 31 plus 20, or 51 days, and the bill should be counted in the interval "46 – 60."

b. Column 13. Reimbursement – Total and Time Lapse. Enter the total number of statements of charges reimbursed during the report period on the "Total" line and individual totals for each time lapse interval.

(1) Determining Time Lapse. The time lapse is the number of days from the date of receipt of a bill from the paying state and the mailing date of the reimbursement check the export date of the electronic deposit to the paying state's account, or transferred to the paying state's UI Trust Fund Account. The time lapse should be computed by subtracting the bill receipt date from the mailing/export date of the reimbursement; e.g., if the bill receipt date is July 5, and the reimbursement is mailed/exported on July 19, the time lapse is 19 minus 5, or 14 days, and the reimbursement time lapse should be counted in the interval "14 days or less"; if the bill receipt date is July 5, and the reimbursement is mailed/exported on August 20, the time lapse is 31 minus 5 plus 20, or 46 days, and the reimbursement should be counted in the interval "46 – 60."

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4. Comments. Lines are provided for comments on the screen. Enter comments to explain large or unusual changes in the amount of activity reported, major differences between the total requests received reported in column 10 and the total responses reported in column 11, and to indicate any specific problems with timely receipt of employment and wage transfer requests.