



Quarterly News

UI eServices for Employers...Enroll now!

Join the growing number of employers who do their UI business via UI eServices. Over 30% of Montana employers use eServices to file quarterly reports and 38% pay electronically (ACH debit, ACH credit or credit card). The following provides more detail about some of the features in UI eServices:

- SIDES E-Response was implemented to help employers meet the 8-day response time on benefit claim separation requests. SIDES E-Response allows you to communicate directly with UI in a timely manner and track separation requests and responses. Once enrolled, you'll receive an email, rather than paper, requesting you log into UI eServices and respond to a benefit claim separation form via SIDES eResponse. Become familiar with SIDES eResponse now so you will be ready when we add SIDES modules for monetary and potential charges and earnings verification in 2018.
- In our first month of operation (April 2017) nearly 7% (6.98%) of claims separation requests went through either SIDES eResponse or SIDES. By this time next year, our goal is to have at least 35% of our claims separation requests processed through SIDES. Based on current progress, this goal is achievable. North Dakota is already at 33.68%, Idaho 51.61% and Utah 69.99%.
- Filing quarterly reports on eServices can easily be done by up loading the previous quarter's employee list and updating wages or by importing a file with quarterly employee wage information. You can also pay current or past due taxes electronically using ACH debit (no fee imposed) or credit card (2.5% convenience fee is assessed by MT.Gov). If you prefer to pay by check, simply click "print a payment voucher" and enclose it with your payment to assure proper payment application.
- Would you like to receive reminders to file and/or pay your quarterly UI taxes? You can easily set up email notifications in your eServices account. Click "File & Pay" tab and "Set Up Email Reminder" in the upper right column.

To access UI eServices, simply go to uieservices.mt.gov and follow the login instructions. If new to eServices, you first need a state of Montana ePass account (if you don't have one), and then register your eServices account. Be sure to have a copy of your most recent quarterly wage report handy to respond to the required security questions. From there, designate your contact(s) for responding to claimant separation requests in SIDES and for filing and/or paying your UI quarterly wage reports.

It's fast, easy and secure! For questions or assistance in enrolling, call 444-6963 or 444-1874.

CONTRACTOR LIABILITY: DID YOU KNOW?

Under Montana law, you could be liable for UI tax owed by a sub-contractor if the sub-contractor is not a registered contractor. To protect yourself, you should get a certificate of UI compliance from any sub-contractor whose employee worked on your job before the final payment to the sub-contractor is made. Also, before you contract with an individual who has no employees, confirm they have an independent contractor exemption certificate. Visit www.MTContractor.com and select ICEC Search located on the right hand side under Related Links.



ASSISTANCE *for*
BUSINESS CLINIC

Remaining Schedule

Havre	June 21
Billings	June 28
Polson	September 13
Lewistown	September 20
Butte	September 27
Hamilton	October 4

Unemployment Insurance is also participating in the Helena SafetyFest, August 14-17. If you missed the Helena ABC Clinic in April, this is a great training opportunity to learn about UI tax and benefits in addition to a variety of safety presentations. Register for SafetyFest at <http://SafetyFestMT.com/>

Pricing and locations vary.



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A Vital Partnership

A strong partnership between Unemployment Insurance and employers is vital for proper payment of UI benefits. That partnership not only serves individuals receiving UI benefits, it also helps prevent improper payments. Improper payments can cost your business higher UI tax rates and money.

Improper payment of UI benefits means that a claim for benefits was paid in error. An improper payment of benefits can happen for several reasons. When inaccurate information regarding a former employee is received, or when such information is not received by our office in a timely manner, it can cause improper payments of benefits.

Costly appeals and overpayments are easily avoided by providing complete, timely, and accurate information to help determine previous employee eligibility for benefits. Information requests may be sent to your business electronically, by fax, by phone, or by mail. All information requested by UI is used to determine eligibility and proper payment of UI benefits and help prevent fraud. Some common information requests include: Separation Information, Job Attached Status, Quarterly Wage Audit Requests, Work Search Verifications, Wage Verification/Separation Requests, Hours and Earnings Requests and Customary Hours information. All requests provide UI contact information in the event you have questions.

Additionally, your partnership helps to prevent UI fraud. UI fraud includes, but is not limited to, the submission of false or misleading information or the holding back of any information in order to receive benefits for which the person is not entitled. Detection and prevention of UI fraud helps to maintain the UI program's integrity. To learn more about UI fraud or to report UI fraud go to our website, www.uid.dli.mt.gov, and click on "Report Fraud." You may also report suspected fraud by contacting our fraud investigator by phone at (406) 444-1709, by email at dliuidci@mt.gov, or by fax at (406) 444-6651. We thank you for your efforts to help combat UI fraud and abuse in Montana.

Labor Law Posters

If your 5-in-1 labor poster was issued prior to June 2015, it is time for an update. This federally required poster encompasses Equal Employment Opportunity, Family and Medical Leave Act with Military Family leave (for employers with 50 or more employees), Federal Minimum Wage (Fair Labor Standards Act), the Polygraph Protection Act, and OSHA (Occupational Safety and Health Administration). In addition to the 5-in-1 poster, federal regulations require posting the Uniformed Services Employment and Reemployment Act.

Most people don't know these posters can be picked up at your local Job Service office or by contacting the Montana Department of Labor & Industry in Helena at (406) 444-4100. These posters are available at no cost.

Posters required by Montana state law include: Proof of Unemployment Insurance coverage (provided by UI Contributions Bureau, 406-444-3834) and Proof of Workers' Compensation coverage (provided by your Workers' Compensation Insurance carrier).

Place these posters in a conspicuous place where they can be viewed by employees. For more information or to obtain a 5-in-1 poster, contact your local Job Service office or the Montana Department of Labor & Industry at (406) 444-4100.