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Did You Know...

Claimants may lose their eligibility for unemployment insurance benefits if they refuse a job they are capable of performing, even if they have no training or experience in this type of work?

Employer Risks and Exposures

To qualify and remain eligible for unemployment insurance (UI) benefits, a claimant must be ready, willing and able to work, and actively seeking suitable employment.

During the first 13 weeks a claimant is collecting UI benefits, the claimant normally has to accept a job that he/she is suited for by training or experience if the prevailing wage for similar work is offered, even if the wages are less than the claimant earned on the last job or are less than the wages desired.

Starting with the 14th week of UI benefits, a claimant who does not have a definite return to work date may be required to accept a job he/she is capable of performing, *even if he/she is not suited for the job by training or experience*, if the prevailing local wage for similar work is offered and is at least 80% of the claimant's high calendar quarter earnings in the base period.

UI benefits for private sector employers are 100% funded from taxes paid by the employer. Because UI tax rates are experience rated, the more benefit payments charged to an employer's account, the higher the employer's tax rate is likely to be in future years. **Employers who are unfamiliar with the UI regulations and who fail to monitor their UI system will have a higher UI tax rate.**

Public sector employers are not assessed a tax rate, but rather pay benefits dollar-for-dollar. The amount paid is stated on the quarterly bill sent by the Labor Department. As is true with their private sector counterparts, public sector employers who are unfamiliar with UI regulations and who fail to manage their separations will pay higher UI costs.

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Keep your organization's UI tax rate as low as possible by closely monitoring all employee separations and UI claims charged against your account. Re-employ former employees who are collecting benefits, whenever possible.

Document all attempts to offer employment to former employees. When mailing job offer letters, include all necessary details of the job and send letters by certified mail with return receipt. If you need to know the prevailing wage rate for the type of job you're offering, contact **AMTEK's** Human Resource Hot Line. If the claimant declines the job offer, document the reason for the refusal and the date. If you are an **AMTEK** client, send a copy of the job offer letter, certified receipt, and reason for refusal to your UI Consultant and we will protest the claimant's UI charges on your behalf.

Because the UI regulations are comprehensive and complex, it can be difficult for employers to properly manage their employee separations and UI system. Let **AMTEK's dedicated UI consultants put their knowledge and experience to work for you. For more information about **AMTEK's** unemployment insurance services, call the Human Resource Hot Line at **1.800.457.8829**.**

This HR eNews is not intended to render legal advice but is meant for general informational purposes only.

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