

(c) A claimant, who without "good cause," fails to report to a scheduled in-person appointment at a One-Stop Career Center office will be ineligible for benefits for the week in which he or she failed to report.

Amended by R.2003 d.276, effective July 7, 2003.
See: 35 N.J.R. 1527(a), 35 N.J.R. 2874(b).

In (a), inserted "via an Internet application" following "by mail,;" in (b), rewrote the second sentence; rewrote (c).

12:17-4.2 Reporting to file an initial or reopened claim

(a) An individual shall telephone a Reemployment Call Center or contact the Division via an Internet application to file an initial claim for benefits, unless another method of filing is prescribed by the Division. The effective date of an initial claim for benefits is the Sunday of the week in which the claimant first reports to claim benefits. The effective date of the initial claim establishes the period of time during which wages may be used to determine the monetary eligibility.

(b) Each claimant may reopen his or her claim any time during the 52-week period after first filing a claim, by reporting by telephone or via an Internet application to a Reemployment Call Center or as the Division may otherwise prescribe. The effective date of a reopened claim for benefits is the Sunday of the week in which the claimant first reports to the Reemployment Call Center to claim benefits.

(c) A claimant who returns to full-time work for more than one calendar week and then becomes unemployed shall report by telephone or via an Internet application to the Reemployment Call Center, or as the Division may otherwise prescribe, to reopen the claim. The claim shall be reopened as of the week in which the claimant first reports to claim benefits.

Amended by R.2003 d.276, effective July 7, 2003.
See: 35 N.J.R. 1527(a), 35 N.J.R. 2874(b).

Rewrote the first sentences of (a), (b) and (c).

12:17-4.3 Reporting requirements for claiming completed weeks of unemployment benefits, employment services appointments, and other appointments

(a) A claimant shall be assigned a reporting method, in person, by mail, telephone, via an Internet application or as the Division may otherwise prescribe, and shall be required to report as directed to claim completed weeks of unemployment benefits.

(b) Reporting by telephone to claim continued benefits requires the claimant to telephone the "State of New Jersey Unemployment Certification System" to claim a completed, designated, benefit period as indicated on the certification. Reporting via an Internet application means on the web form prescribed by the Division. An individual shall be ineligible for benefits unless the claimant completes a certification telephone call or an Internet application during the assigned week as directed by the Division, or within 21

calendar days of the last day of the designated benefit period indicated on the certification. For the purposes of this subsection, a "designated benefit period" is the two consecutive calendar weeks that can be claimed for payment and which ends on the Saturday of the second week.

(c) When a claimant who reports by telephone, or by Internet application, and who, at the completion of the call, is directed to report to the Division in person or to mail in the certification, he or she shall be ineligible for benefits unless he or she reports in person, mails in the certification, or otherwise contacts the office within the 21 calendar days following the attempt to claim benefits by telephone or shows good cause as defined in N.J.A.C. 12:17-4.1 for failing to do so.

(d) An individual must be in continuous reporting status to be eligible for unemployment benefits. Once an individual is ineligible for benefits because of his or her failure to comply with reporting requirements for a designated benefit period, he or she may reassert his or her claim for later weeks of unemployment only if the individual contacts the Division within 14 days of the subsequent two-week designated benefit period. An individual who is ineligible for the second designated benefit period for failure to comply shall continue to be ineligible for benefits until such calendar week in which he or she reports or otherwise contacts the Division to claim benefits.

(e) In addition to reporting to the Division by telephone, by Internet application, or mail, an individual may be required to report in person to the One-Stop Career Center to register for work and for other work search related activities. A claimant who fails to report to an in-person appointment at a One-Stop Career Center shall be ineligible for the week in which he or she failed to report, unless good cause is shown. Additionally, the claimant shall comply with assigned telephone reporting instructions.

1. A claimant who, without "good cause," as defined in N.J.A.C. 12:17-4.1, refuses to report for the purpose of participating in, or to complete a scheduled activity (for example, claims interview, work search activity, etc.) at the One-Stop Career Center shall be held unavailable for work and ineligible for benefits for the week in which the refusal occurred. Additionally, he or she will continue to be ineligible indefinitely until the week he or she contacts the Division and agrees to be rescheduled to participate.

(f) A claimant may be assigned a date and time to be available for a telephone fact-finding interview to determine his or her eligibility for benefits. If the claims examiner is scheduled to contact the claimant by telephone at a designated time, and the claimant fails, without good cause, as defined in N.J.A.C. 12:17-4.1, to make himself or herself available at the designated time, the claimant shall be ineligible for benefits for the week in which he or she failed to participate in the fact-finding interview.

(g) A claimant who fails to comply with reporting requirements by any method directed by the Division shall report to the Division to claim benefits. Unless the claimant has "good cause," as defined in N.J.A.C. 12:17-4.1, for failing to report timely by the method directed by the Division, the claimant shall be ineligible for benefits for the designated benefit period on the certification.

Repeal and New Rule, R.2003 d.276, effective July 7, 2003.
See: 35 N.J.R. 1527(a), 35 N.J.R. 2874(b).

Section was "Reporting requirements for in-person appointments and for claiming completed weeks of unemployment benefits".

12:17-4.4 Reporting claim information after leaving reporting status

(a) When the Division mails the claimant a request for information to resolve an eligibility issue the claimant is allowed 14 days from the mailing date, as determined by the returned postmark or received date, to respond.

(b) If the claimant fails to respond to the request for information, the Division may make a determination of benefit eligibility based upon available information.

Amended by R.2003 d.276, effective July 7, 2003.
See: 35 N.J.R. 1527(a), 35 N.J.R. 2874(b).

Rewrote (a); in (b), deleted "timely" following "respond".

12:17-4.5 Proof of claimant identification and address

(a) An individual who files a claim for benefits shall, when requested, present proper identification, including a valid Social Security card and other documentation showing the claimant's legal name and address.

1. If a claimant is unable to present a valid Social Security card when requested by the Division in order to verify his or her identity, the claimant shall be required to obtain a duplicate Social Security card. The claimant shall be given eight weeks from the end of the week in which the request was made to present a valid Social Security card to the Division, unless good cause, as defined in N.J.A.C. 12:17-4.1, is shown as to why additional time would be required to obtain same.

2. If the Division's records indicate any discrepancies with the Social Security Account Number presented, the claimant shall comply as directed by the written instructions of the Division to resolve those discrepancies. The claimant shall be given 14 days from the date of mailing to respond, unless good cause is shown why additional time would be required to respond to the Division. The claimant may receive pended credit for the weeks claimed during the time period necessary to resolve any discrepancies if he or she is otherwise eligible therefor.

3. Any claimant who refuses to cooperate with the Division in its efforts to verify the validity of the Social Security number by failing to present the required documentation within the required time frame shall be held ineligible for benefits from the date of claim and liable to refund any benefits previously paid.

(b) A claimant shall provide the Division with his or her address at the time the claim is filed. The claimant shall also provide the Division with any change of address for up to one year after the expiration of the claim.

Amended by R.2003 d.276, effective July 7, 2003.
See: 35 N.J.R. 1527(a), 35 N.J.R. 2874(b).
Rewrote (a).

12:17-4.6 Forms prescribed for filing unemployment benefit claims

Initial and continued claims for unemployment benefits shall be made on the appropriate forms or in the manner prescribed by the Division.

Amended by R.2003 d.276, effective July 7, 2003.
See: 35 N.J.R. 1527(a), 35 N.J.R. 2874(b).
Rewrote the section.

12:17-4.7 Benefit determination notice

(a) A notice of monetary or benefit eligibility shall include a statement of appeal rights. Unless good cause exists, as provided in N.J.A.C. 12:20-3.1(i), all determinations shall be appealed in person or in writing within seven days from the date of receipt or 10 days from the date of mailing of the notice. Appeal procedures are found at N.J.A.C. 12:20 and 1:12.

(b) The Division shall provide to a claimant a written determination of the information used to determine monetary eligibility and a written notice if he or she is found ineligible or disqualified for benefits.

(c) The Division shall provide to a claimant's chargeable employer a written determination including the portion of the claimant's monetary entitlement which is based on work with that employer. When an employer is an interested party to an adjudicated issue, the Division shall provide the employer with a written determination of the claimant's benefit eligibility. For the purpose of this section, an interested party is a chargeable employer on the claim or the employer from whom the claimant was most recently separated as of the date of initial claim for benefits who has information which is relevant to a separation, refusal to apply or accept suitable work, or pension issue adjudication.

Amended by R.2003 d.276, effective July 7, 2003.
See: 35 N.J.R. 1527(a), 35 N.J.R. 2874(b).

In (c), substituted "a separation, refusal to apply or accept suitable work, or pension issue adjudication" for "the adjudicated issue" following "which is relevant to".

12:17-4.8 Refusal to cooperate with quality control reviews

(a) A claimant shall be determined ineligible for unemployment benefits if he or she, without "good cause," as defined in N.J.A.C. 12:17-4.1, fails to report as directed for a quality control review interview, or fails to cooperate in a quality control review of the claim.