

INFORMATION NOTICE

WORKFORCE SERVICES

Number: WSIN12-27

Date: February 12, 2013

Expiration Date: 3/12/15

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: SDI ONLINE AND THE NEW OCR DE 2501

This Information Notice is to inform the Workforce Development Community about the Employment Development Department's (EDD) revised Claim for Disability Insurance (DI) Benefits, DE 2501.

For the purposes of processing DI claim forms through State Disability Insurance (SDI) Online, the DE 2501 Rev 78 (04-12) was redesigned into an Optical Character Recognition (OCR) format. This new form is white with red ink and comes in a green jacket with an envelope. It also contains a barcode to accommodate the imaging process. This revised form will expedite the claim processing time by capturing data using a scanning process.

All prior versions of the DE 2501 should be destroyed as the EDD will no longer accept the non-OCR forms after March 1, 2013. Offices without a current supply are encouraged to visit www.edd.ca.gov/Forms/ to place an immediate order as distribution is currently four weeks.

Other resources for updates and more information include www.edd.ca.gov/Disability/SDI_Online.htm. In addition, staff are encouraged to direct DI claimants to explore the Frequently Asked Questions (FAQs) for SDI Online, which can be found by visiting the DI's section of the EDD's website, clicking on SDI FAQs on the right hand side under the FAQs tab, and then scrolling down and clicking on the SDI Online link.

Please direct inquiries to the DI Central Office Customer Relations Unit at DIAssist@edd.ca.gov or (916) 654-0453.

/S/ MICHAEL EVASHENK, Chief
Workforce Services Division