



## Maryland Unemployment Insurance Modernization Project Important Information for Employers

### **What is the Maryland Unemployment Insurance Modernization (UIM) Project?**

The Unemployment Insurance Modernization Project is working to modernize the State's unemployment insurance system and create a state-of-the-art solution to provide unemployment programs and services. The Project's goals for the new system are to:

- ✓ Improve customer service
- ✓ Eliminate manual, labor-intensive processes
- ✓ Increase data accuracy
- ✓ Improve security and privacy
- ✓ Allow real time data sharing
- ✓ Apply common technical standards
- ✓ Improve maintenance and support

### **What is the name of the new unemployment insurance system and how will it benefit employers?**

The name of the new unemployment insurance system is the Reemployment BEACON. This new system will be one fully integrated system containing benefits, tax, appeals, and reemployment functions. The new system will benefit employers as it will:

- ✓ Create customer web portals for employers and their third party agents
- ✓ Contain self-service functionality including:
  - Filing quarterly wage reports
  - Payments
  - Viewing Benefit Charge Statements and Annual Tax Rate Information
  - Filing appeals
  - Account registration
  - Employer maintenance
  - Managing Power of Attorney
- ✓ Provide immediate notification of success/failure of changes made on an account
- ✓ Allow for faster/easier account updates

### **When is the new system scheduled to go live?**

Maryland's Unemployment Insurance Modernization Project Leadership is identifying a specific implementation date. Once that date has been determined, it will be posted at <http://www.labor.maryland.gov/uim/employer/>. There will be sufficient notice in advance of the implementation date. Employers should continue to file their wage reports using their current process until after the new system is implemented.

### **Will there be a "test" period for employers and third party agents to test submission of their wages (including wage files) prior to go-live?**

Employers and third party agents can test their wage submissions (including formatting if submitting through wage file). The testing site will remain open through system implementation. To begin testing, please send an email to [dluim-wagetest-dllr@maryland.gov](mailto:dluim-wagetest-dllr@maryland.gov).

**Will employers have to re-register their accounts?**

All current account information will transfer to the new system. However, some additional information will also be required. There will be an account activation process for the new system to capture that additional information. Information/instructions regarding the account activation process will be sent out several weeks before the go-live date.

**Will employers have to submit a new Power of Attorney (POA) form if they wish to have a Third Party Administrator (TPA) handle UI transactions on their behalf in the new system?**

If a POA is currently on file and active with the Division, the information will be transferred to the new system. However, the new system will allow for additional options concerning TPAs that are not available in the current system. Therefore, even if an active POA is on file with the Division, it is recommended that employers submit an updated POA form. The Division's revised form can be located on the project webpage at <http://www.labor.maryland.gov/uim/employer/>. Once the new system is implemented, employers will be able to upload their updated POA form into the new system. If there is no active POA form currently on file with the Division, an employer will need to file a POA form in the new system. Employers may submit the Division's revised POA form prior to implementation of the new system by sending an e-mail to [dluimpoa-dllr@maryland.gov](mailto:dluimpoa-dllr@maryland.gov) with "POA Form" as the subject and the completed POA form as an attachment.

**Where can up-to-date information regarding the project be found?**

A project webpage has been set up at <http://www.labor.maryland.gov/uim/employer/>. The webpage includes important information concerning the go-live date, testing wage file submissions, and subscribing to e-mail notifications. The webpage also contains a Frequently Asked Questions section, which is continually updated by the project team.

**Is there a way to submit specific questions regarding the project?**

Questions regarding the project may be submitted to [dluiminfo-dllr@maryland.gov](mailto:dluiminfo-dllr@maryland.gov). Prior to submitting a question, please refer to the project webpage (particularly the FAQ section) to ensure that the answer has not already been posted.

**IMPORTANT—Will employers be required to file wage reports electronically in the new system?**

Employers were notified that effective the 1<sup>st</sup> quarter of 2016 the electronic submission of wage reports was mandatory for employers. An employer is required to file their quarterly wage reports electronically or use a third party payroll service to submit the report. This requirement will be strictly enforced in the new system.

The electronic filing method is an easier and safer way to submit wage reports. Our Employer Assistance Unit is prepared to answer any questions employers may have with respect to submitting wage reports, and will be available to assist employers during the transition from the old system to the new system.