

## 2022/23 UNEMPLOYMENT COMPENSATION SEMINAR SERIES

The Office of UC Service Centers provides seminars to organizations free of charge. Join the PA CareerLink<sup>®</sup> Berks County for one, or all of the sessions listed below which start at 9:00 a.m. While many sessions will be offered in person at our office, the following dates will take place virtually via Microsoft Teams:

**Dec. 7, 2022 – Jan. 4, 2023 – Feb. 1, 2023.** The duration of each seminar is estimated and depends upon the number of questions asked by those in attendance.

### **In Person Seminar - Wednesday, October 5: Employer's Guide to the UC Benefits System - 90 minutes**

The new web-based PA Benefits Unemployment Compensation System was launched on June 8th, 2021. This Employer Services Guide covers the functionality specific to employers, or their agents to meet the needs of the PA Unemployment Compensation system. Unemployment-specific topics include self-service activities, such as responding to separation notices, viewing benefit charge statements, protesting charges, filing appeals, and managing mass layoffs will be covered during this presentation.

### **In Person Seminar - Wednesday, November 2: Unemployment Compensation 101 - 60 minutes**

If you are a new employer or have an employee responsible for handling unemployment compensation's requests for information, then this seminar is for you. We will give an overview of the claims filing process, the determination process and appeal rights. We will show you the forms that an employer may receive when a claim is opened, how they are used to determine the claimant's eligibility and to protect the employer's liability, discuss the specific time frame to respond to these forms and the importance of responding timely. Our seminar will follow the process of opening an employee's UC claim and the employer's responsibilities regarding that claim.

### **Virtual Seminar - Wednesday, December 7: Separation Issues - 90 minutes**

Many employers and claimants have difficulty understanding the process UC uses to determine an employee's eligibility for benefits after voluntarily leaving or being discharged from a job. This presentation explains how the service center discovers the person quit or was discharged, the fact-finding process, burden of proof, the factors that are considered when making a determination, and appeal rights. Our seminar will explain the process the UC Service Center follows when investigating and issuing determinations relating to quits and discharges.

### **Virtual Seminar - Wednesday, January 4, 2023: Relief from Charges - 90 minutes**

Employers are concerned about controlling their UC costs. One of the ways to control these costs is to file for relief from charges. This presentation explains what relief from charges is, which employers are eligible to file for it, how the employers are notified that their account may be charged, how to file for relief from charges, how separation issues affect the employer's eligibility for relief, and appeal rights. Our seminar will guide you through the relief process beginning when an employee is determined financially eligible for UC benefits.

**Virtual Seminar - Wednesday, February 1, 2023: Refusal of Suitable Work - 60 minutes**

The UC Service Center is often contacted about what to do when a person refuses work. This presentation explains the application of Section 402(a) of the PA UC Law (Refusal of Suitable Work). Discussion includes the employer's responsibilities regarding notification that a job offer has been made to both the Claimant and the service center, the factors used in suitable work determinations and appeal rights. Our seminar will guide you through the process of informing the UC Service Center of such offers.

**In Person Seminar - Wednesday, March 1, 2023: UC Appeals / Hearings - 90 to 120 minutes**

This presentation discusses the UC appeal process, how to prepare for a hearing, and includes a mock UC hearing. It is encouraged that this presentation be scheduled after the presentation on separation issues as most appeals involve separations. Our seminar will explain how the process works and how to prepare for the hearing. Have you ever been curious about a UC Appeals Hearing? What goes on behind the closed doors after a Hearing begins? Join us for this Seminar as two representatives from the Board of Review take us through a Mock Hearing.

**NEW In Person Seminar - Wednesday, April 5, 2023: PA State Work Study Program - 60 minutes**

In this competitive hiring market, employers need all the edge they can get. One of the ways you can attract valuable talent is by offering positions that qualify for PA State Work-Study Program (SWSP). This program offers Pennsylvania college students an opportunity to earn while they learn. Join PA State Grant and Special Programs staff as we discuss the requirements, and rewards, of participating in this Commonwealth program. Build your organization and Pennsylvania's work force at the same time.

**In Person Seminar - Thursday, May 4, 2023: Shared Work Program - 30 to 45 minutes**

PA's Shared-Work program allows an employer to temporarily reduce the work hrs. of employees while supplementing their lost wages with partial unemployment compensation. Employees covered by the Shared-Work receive a percentage of their UC weekly benefits while they work the reduced schedule. The program empowers employers to retain a trained and qualified workforce during periods of slowdown, and quickly ramp up operations without the expense of recruiting, hiring, and training new employees. We will discuss how the program operates, the requirements for participation.

**E-mail Alia M. Simpson ([asimpson@bccl.org](mailto:asimpson@bccl.org) or [asimpson@edsolutions.com](mailto:asimpson@edsolutions.com))  
with the dates you wish to attend in order to guarantee your space at the event.**