

*State of Nevada  
Unemployment Insurance*

*Guide to Online  
Claimant Self Service*

*Revised - Dec 2019*



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## Getting Started

### Introduction

Welcome to the State of Nevada Unemployment Insurance Claimant Self Service (CSS) system. You can use this online system to file an unemployment insurance claim, file your weekly claim, check on the status of an existing claim, and more. This reference guide provides instructions on how to perform these activities.

Filing a claim for Unemployment Benefits involves two steps:

1. Registering and applying for benefits (providing information about you, your past employment, your separation from employment, and other information to establish your claim for benefits and to help determine your eligibility). If you are determined eligible for benefits, your weekly benefit amount will then be determined.
2. Filing a weekly claim to certify your unemployment for the past week and to request a weekly benefit payment. To continue receiving benefits, you will need to file a claim for each week to verify your ongoing eligibility.

For additional information about claim eligibility and the overall process, refer to the "Nevada Unemployment Insurance Facts for Claimants" handbook.

### Getting Help

If you experience difficulties with the CSS system, please contact the following numbers:

- For difficulties with your Claimant Self-Service login or PIN, please call the Security Help Desk
  - Northern Nevada (775) 687-6838
  - Southern Nevada (702) 486-3293
- If you are able to successfully log into the system, but have questions about how to use the system or questions about your claim, please call Telephone Claim Center
  - Northern Nevada (775) 684-0350
  - Southern Nevada (702) 486-0350
  - Long Distance or Interstate (888) 890-8211

## Basic System Navigation

Many of the system's screens have common features that are described below:

There are links in the upper right corner of most screens that provide you with additional support

- The [Help](#) link contains links to this reference guide, the claimant handbook, and other support documentation.
- The [Contact](#) link provides a list of Agency contact phone numbers and the agency address.
- The [Resources](#) link provided links to other support information and State and Federal resources.

Be sure to click the [Logoff](#) link when you are done using the system

Depending on the screen, some screens show a main menu on the left hand side that shows you where you are in a process or that allows you to jump directly to different screens.

Some questions or field names have words or phrases that appear in blue, underlined text. You can click on these "hyperlinks" to get additional information about the information being requested.

Note that you should not use the Internet browser's **Back** button to navigate through the screens in CSS. Instead, you should use the buttons on the screens (some screens contain a CSS **Back** button) or use the left-hand navigation menu to move between screens.

*Note that the screenshots used throughout this guide are meant for illustrative purposes, and not all intended to be readable within this document.*

## Step 1: Registering as a New Claimant

### Background

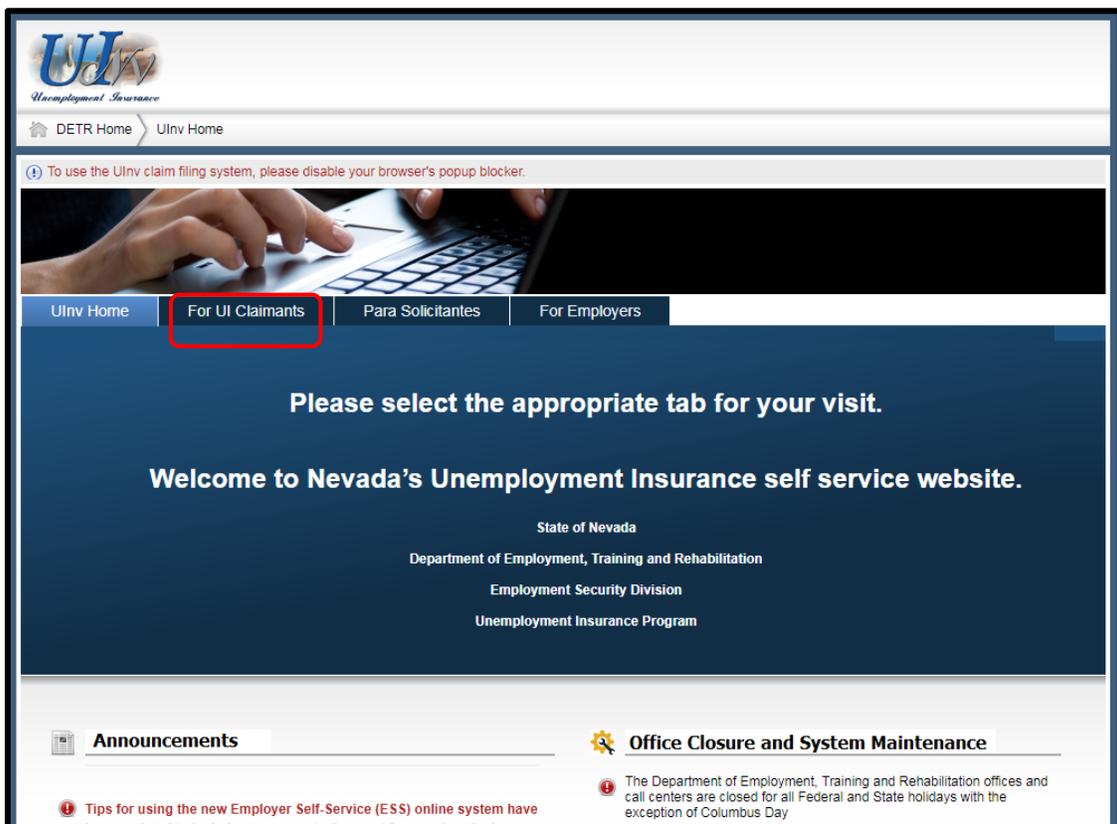
The first step in the online claims process is to create a new online claimant account. Doing so involves creating your username and password, providing other basic information, and setting your security questions and image. After creating your account, you should continue with the instructions on how to complete your registration and apply for benefits.

In the future, if you need to file another claim, and have previously established an online CSS account (e.g., because of a prior claim), you should login by entering your username, password, and security questions. Once you gain access to the system, you should validate that your registration information is still accurate and then proceed to the instructions on Applying for Benefits to file a new claim.

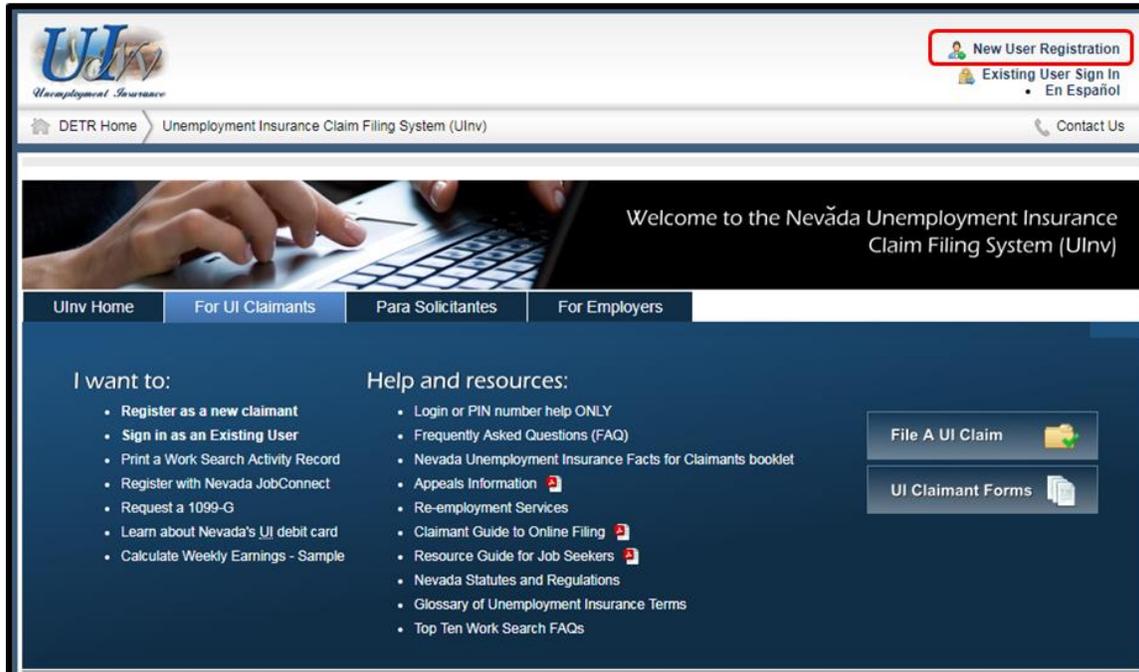
Note that all claimants, including those who have filed using our former internet claim system, will need to create a new online claimant account in order to access CSS.

### Instructions

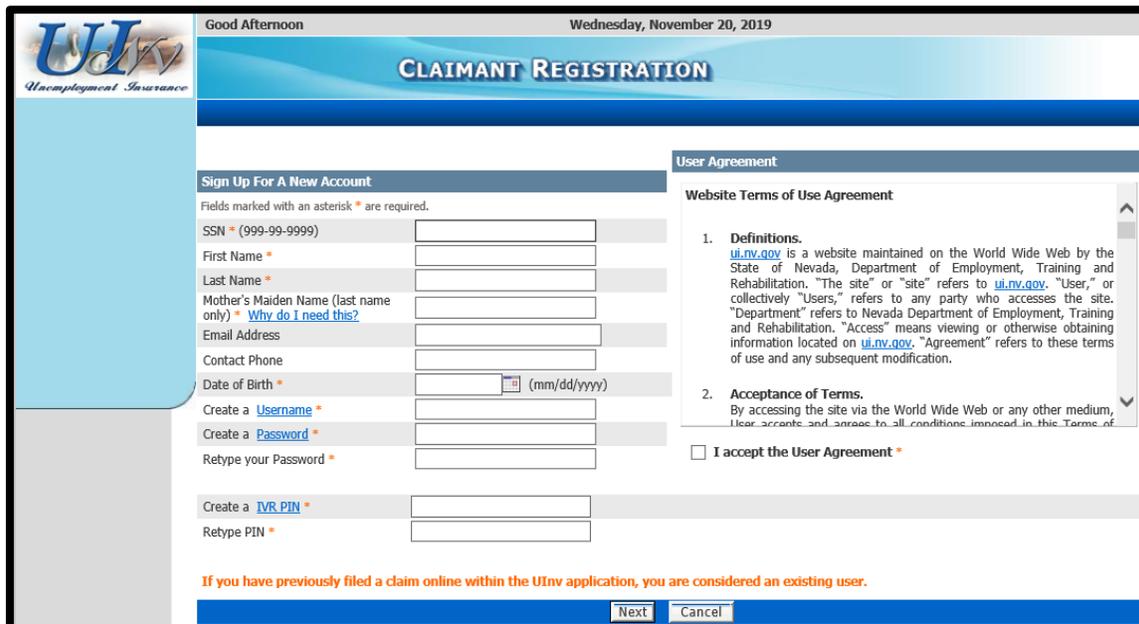
1. Connect your computer to the following internet address: [ui.nv.gov](http://ui.nv.gov)



2. Click on the **For UI Claimants** tab as shown above.



3. Click on **New User Registration** in the upper right hand corner.

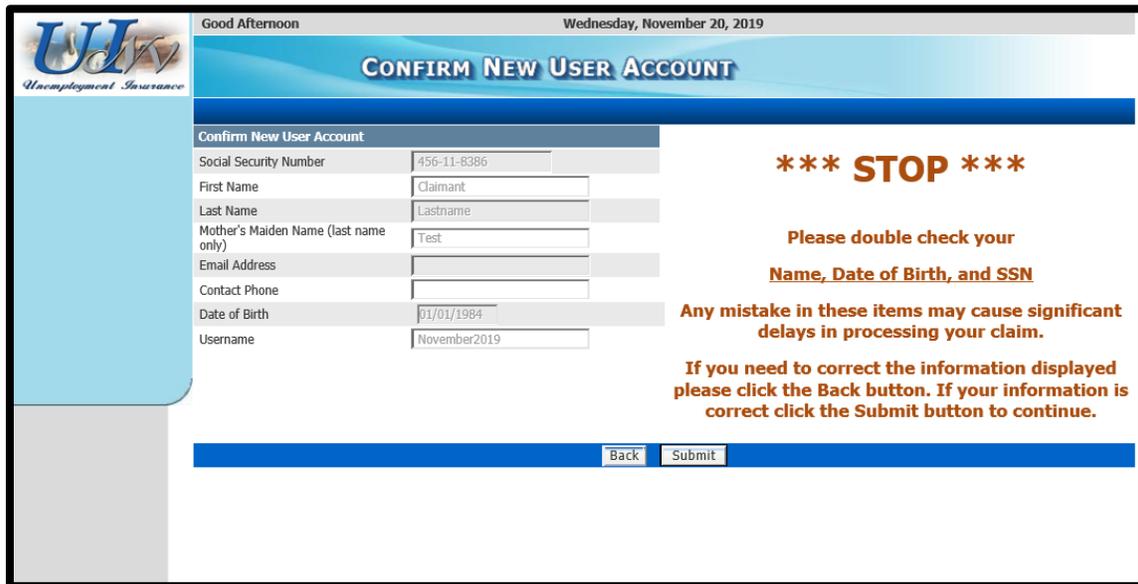


4. Complete the fields on the “Claimant Registration” screen.

### Note the following:

- Fields marked with an asterisk (\*) are required and must be completed before advancing to the next screen. (It is suggested that you also include as much non-required information as possible to help the Division locate your information if there are multiple claimants with the same name as yours.)
- If you have only a single name (e.g., “Cher”), you should enter a period (.) or dash (-) in the **First Name** field and enter the single-name (e.g., Cher) in the **Last Name** field.

- Create a username that is unique to you, but one that you can easily remember. Your username must be between 8 and 20 characters in length, must contain only alphanumeric characters, and cannot contain any spaces.
- Your password should be information that only you know and that is difficult for others to determine. The more complex your password, the greater the security strength.
- Enter a 4-digit Phone Pin that you will use to identify yourself when you call the Telephone Claim Center.
- Be sure to read the important information in the "Website Terms of Use Agreement" section before proceeding. You will need to scroll down within the section to read all the text. Be sure to click the **I accept the User Agreement** checkbox.
- After entering information on this screen, click the **Next** button.



Good Afternoon Wednesday, November 20, 2019

## CONFIRM NEW USER ACCOUNT

Confirm New User Account

Social Security Number	456-11-8386
First Name	Claimant
Last Name	Lastname
Mother's Maiden Name (last name only)	Test
Email Address	
Contact Phone	
Date of Birth	11/01/1984
Username	November2019

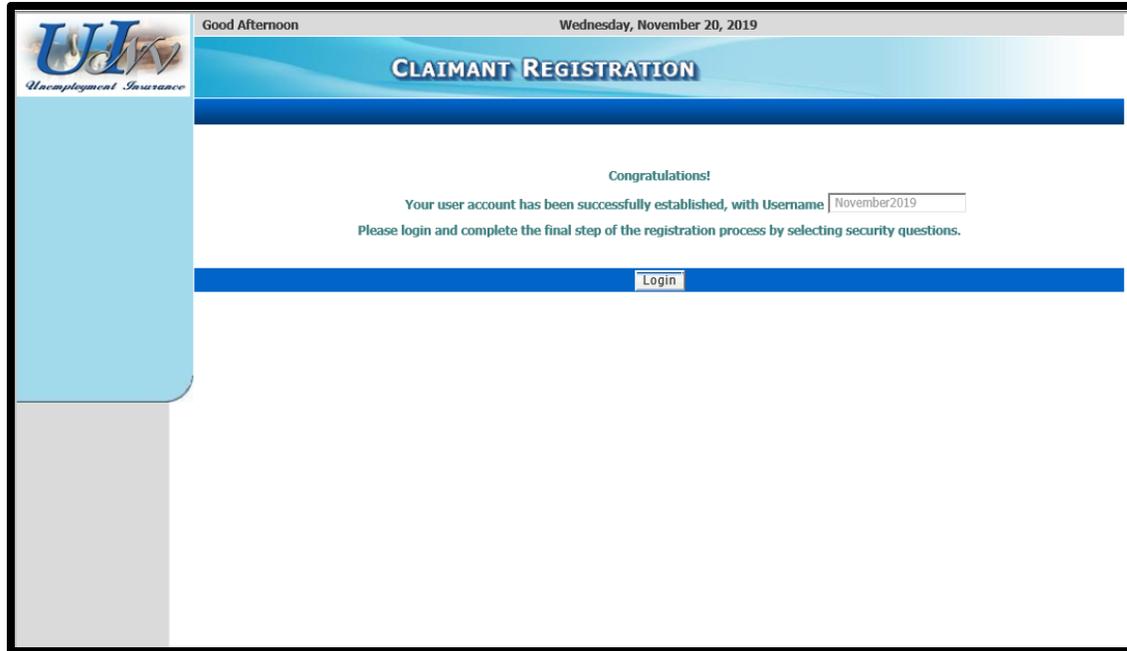
**\*\*\* STOP \*\*\***

**Please double check your Name, Date of Birth, and SSN**

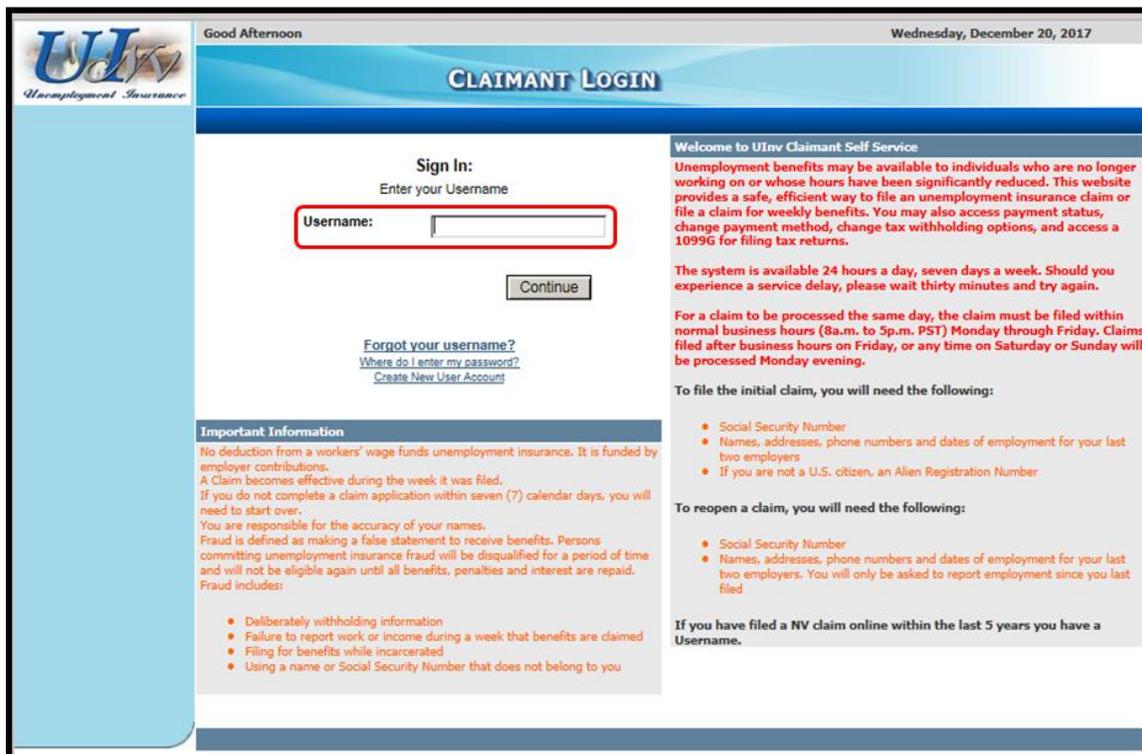
**Any mistake in these items may cause significant delays in processing your claim.**

**If you need to correct the information displayed please click the Back button. If your information is correct click the Submit button to continue.**

5. Review the information on the confirmation screen and click the **Submit** button (or click the **Back** button if you need to make a change).



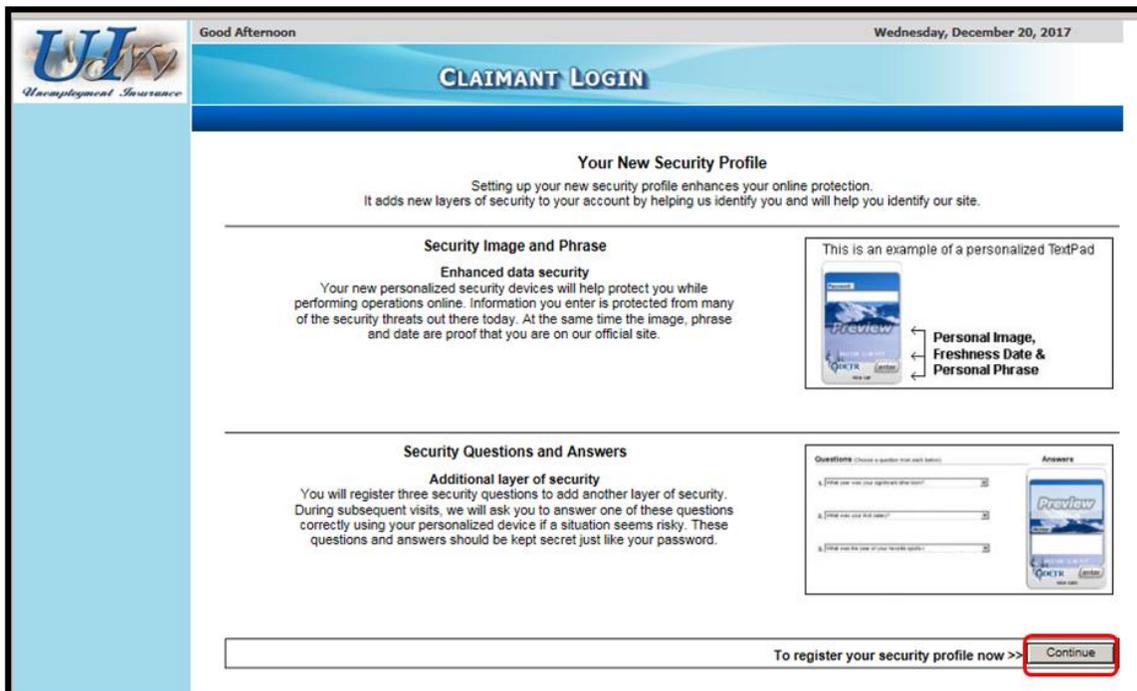
6. Notice the message confirming your new user Id. Click **Login** to continue.



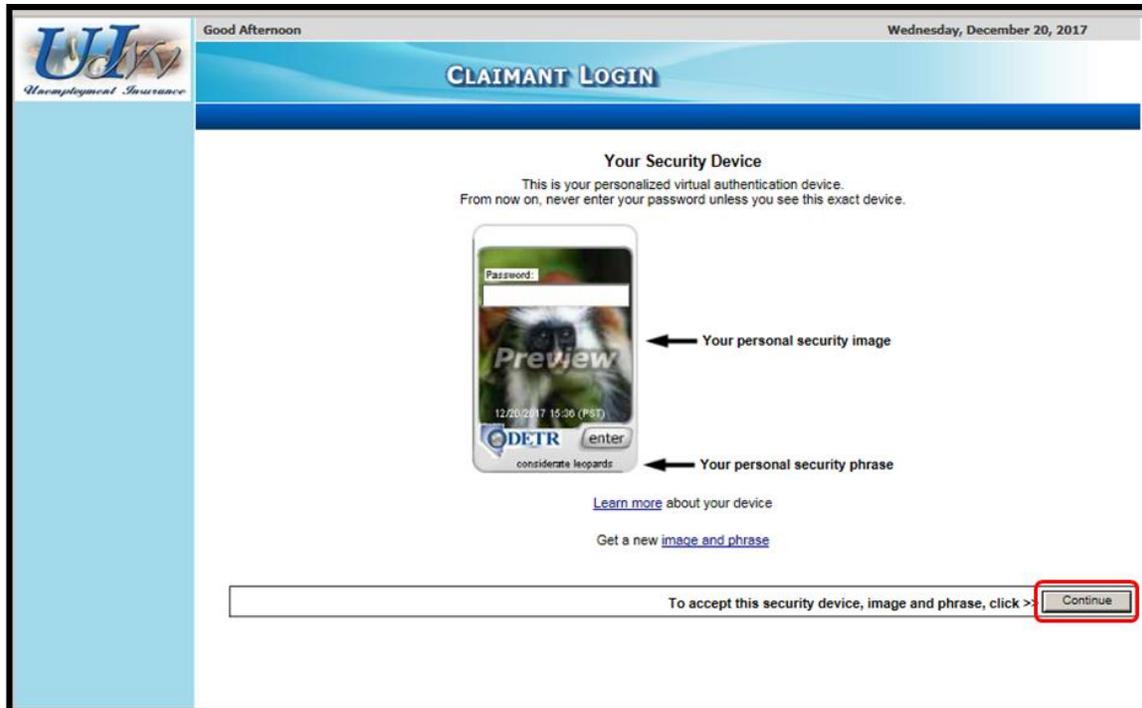
7. Enter your newly created **Username** on the “Claimant Login” screen and click the **Continue** button.



8. Enter your **Password** in the “Security Device” and click the **Enter** button.



9. After successfully logging in for the first time, you will arrive on a screen that describes the process for establishing your security profile. Be sure to read the information on this screen and click the **Continue** button.



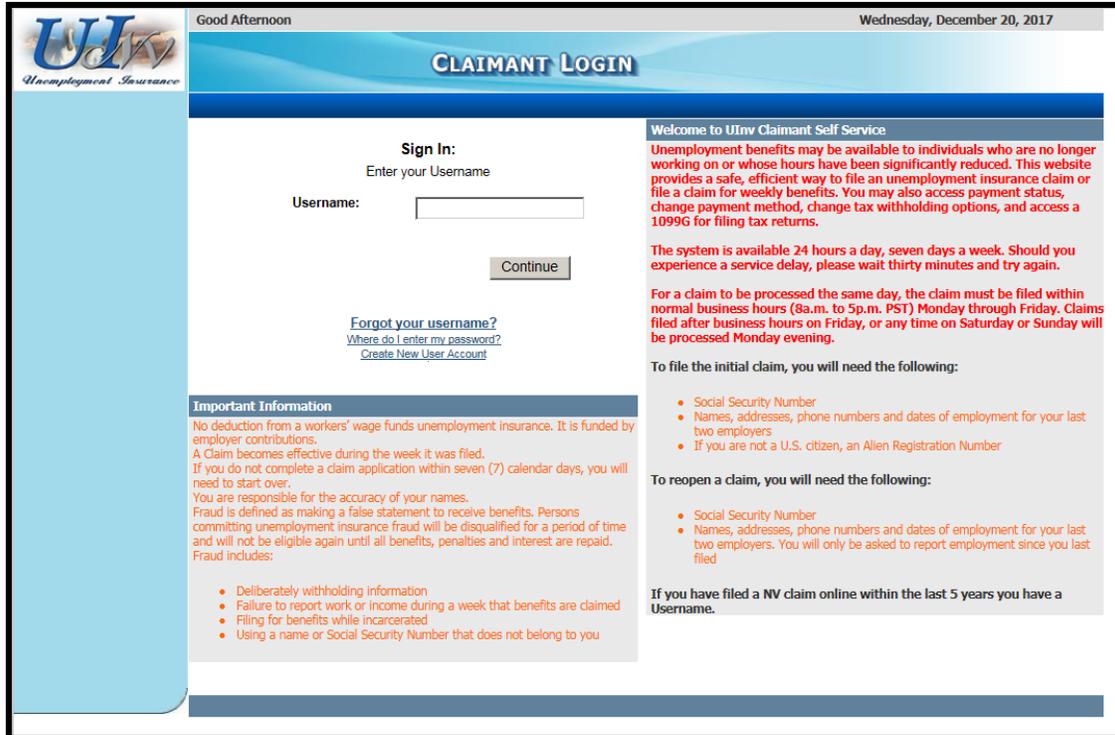
10. A preview of your system generated security image and phrase is displayed.

- If desired, you can change your security image and phrase by clicking the **image and phrase** link.
- When you are satisfied with your security image and phrase, click **Continue**.



11. Next, you need to select three questions and answers to establish your security profile.

- One at a time, for each selection box, choose a question from the dropdown list, type your answer in the **Answer** field to the right.
- Continue until you have selected and provided answers for all three questions. (Hint: You should write down the questions and answers you provided for future reference – be sure to keep them in a secure place.)
- Click the **Submit** button to continue.



Good Afternoon Wednesday, December 20, 2017

## CLAIMANT LOGIN

**Sign In:**  
Enter your Username

Username:

[Forgot your username?](#)  
[Where do I enter my password?](#)  
[Create New User Account](#)

**Important Information**  
No deduction from a workers' wage funds unemployment insurance. It is funded by employer contributions.  
A Claim becomes effective during the week it was filed.  
If you do not complete a claim application within seven (7) calendar days, you will need to start over.  
You are responsible for the accuracy of your names.  
Fraud is defined as making a false statement to receive benefits. Persons committing unemployment insurance fraud will be disqualified for a period of time and will not be eligible again until all benefits, penalties and interest are repaid.  
Fraud includes:

- Deliberately withholding information
- Failure to report work or income during a week that benefits are claimed
- Filing for benefits while incarcerated
- Using a name or Social Security Number that does not belong to you

**Welcome to UInV Claimant Self Service**  
**Unemployment benefits may be available to individuals who are no longer working on or whose hours have been significantly reduced. This website provides a safe, efficient way to file an unemployment insurance claim or file a claim for weekly benefits. You may also access payment status, change payment method, change tax withholding options, and access a 1099G for filing tax returns.**

The system is available 24 hours a day, seven days a week. Should you experience a service delay, please wait thirty minutes and try again.

**For a claim to be processed the same day, the claim must be filed within normal business hours (8a.m. to 5p.m. PST) Monday through Friday. Claims filed after business hours on Friday, or any time on Saturday or Sunday will be processed Monday evening.**

**To file the initial claim, you will need the following:**

- Social Security Number
- Names, addresses, phone numbers and dates of employment for your last two employers
- If you are not a U.S. citizen, an Alien Registration Number

**To reopen a claim, you will need the following:**

- Social Security Number
- Names, addresses, phone numbers and dates of employment for your last two employers. You will only be asked to report employment since you last filed

**If you have filed a NV claim online within the last 5 years you have a Username.**

12. The system returns you to the "Claimant Login" screen.

## Step 2: Completing Your Claimant Registration

### Background

After creating your online CSS account, the next step in the filing process is to complete your online registration information. Doing so involves the following:

- Entering your Personal, Address, Contact, and Demographic Information
- Reviewing and/or updating your Wage and Employer information

Note the following:

- If you have an existing or prior claim that was created in the former system, some of this information may be pre-populated, in which case you would just update any out-of-date information and provide any missing required information. (In the future, if you are filing a new claim, and have completed your registration in CSS, the system will not require you to complete it a second time, however it suggested that you review and update your personal information as needed.)
- The system saves your responses as you move from screen to screen. If you leave the system without completing your registration or claim, you have seven calendar days to log back in to complete your filing. After seven days of inactivity, the system erases any partially saved information and you will have to start over. Be aware that the benefit period is based on the date your claim is completed, and not on the date you started.

### Instructions

Good Afternoon Wednesday, December 20, 2017

## CLAIMANT LOGIN

**Sign In:**  
Enter your Username

Username:

[Forgot your username?](#)  
[Where do I enter my password?](#)  
[Create New User Account](#)

**Important Information**

No deduction from a workers' wage funds unemployment insurance. It is funded by employer contributions.  
A Claim becomes effective during the week it was filed.  
If you do not complete a claim application within seven (7) calendar days, you will need to start over.  
You are responsible for the accuracy of your names.  
Fraud is defined as making a false statement to receive benefits. Persons committing unemployment insurance fraud will be disqualified for a period of time and will not be eligible again until all benefits, penalties and interest are repaid.  
Fraud includes:

- Deliberately withholding information
- Failure to report work or income during a week that benefits are claimed
- Filing for benefits while incarcerated
- Using a name or Social Security Number that does not belong to you

**Welcome to UIInv Claimant Self Service**

Unemployment benefits may be available to individuals who are no longer working on or whose hours have been significantly reduced. This website provides a safe, efficient way to file an unemployment insurance claim or file a claim for weekly benefits. You may also access payment status, change payment method, change tax withholding options, and access a 1099G for filing tax returns.

The system is available 24 hours a day, seven days a week. Should you experience a service delay, please wait thirty minutes and try again.

For a claim to be processed the same day, the claim must be filed within normal business hours (8a.m. to 5p.m. PST) Monday through Friday. Claims filed after business hours on Friday, or any time on Saturday or Sunday will be processed Monday evening.

**To file the initial claim, you will need the following:**

- Social Security Number
- Names, addresses, phone numbers and dates of employment for your last two employers
- If you are not a U.S. citizen, an Alien Registration Number

**To reopen a claim, you will need the following:**

- Social Security Number
- Names, addresses, phone numbers and dates of employment for your last two employers. You will only be asked to report employment since you last filed

**If you have filed a NV claim online within the last 5 years you have a Username.**

- Log into the CSS system using your CSS account **Username** and **Password**. (Enter your **Username**, click the **Continue** button, enter your **Password** into the security device on the subsequent screen and then click the **Enter** button.)
  - You may be prompted to answer one of your security questions. If so, fill in the **Answer** field and click the **Enter** button. (Any time you access your account using a new browser or PC, or if you are away from your computer for an extended period, you may need to answer one of your security questions to verify your identity.)
  - Note that if you had left the CSS system and returned at a later date to complete your registration, you would first need to connect your computer to [ui.nv.gov](http://ui.nv.gov) and click the **Existing User Sign In** link in the upper right of the screen.

**CLAIMANT REGISTRATION: PERSONAL INFORMATION**

CLAIMANT ID: 5274894

Please provide your Personal information  
Fields marked with an asterisk \* are required.

Date of Birth \* 01/01/1980

First Name \* JOHN

Middle Initial

Last Name \* SMITH

Suffix

Other Last Name Used (1) *Note: Only list other last names used in the last 18 months.*

Other Last Name Used (2)

Other Last Name Used (3)

Gender \*

Mothers Maiden Name \* Test

Number of Additional Household Members that Provide Income to the Home \*

Are you required to pay Child Support? \*  Yes  No

Child Support City *Note: If you pay Child Support, enter City, State, and County.*

Child Support State

Child Support County

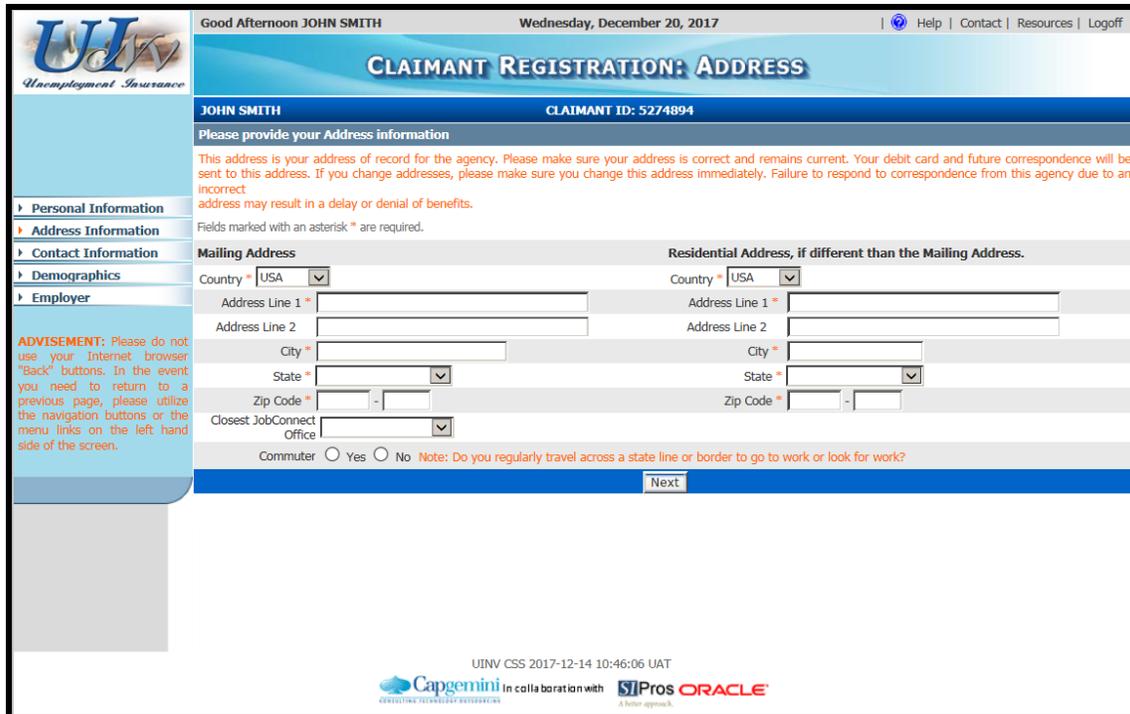
**Next**

UINV CSS 2017-12-14 10:46:06 UAT

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**ADVISEMENT:** Please do not use your Internet browser "Back" buttons. In the event you need to return to a previous page, please utilize the navigation buttons or the menu links on the left hand side of the screen.

- Complete the empty fields on the "Personal Information" screen.
  - Notice the information on the left side of the screen indicating that you should not use the Internet browser **Back** button when navigating through the CSS screens.
  - Some of the fields on the "Personal Information" screen will be pre-populated based on the information you entered when creating your online account.
  - You should complete the **Other Last Name Used** fields if you have used a different last name during any part of the previous 18 months.
  - If you answer "Yes" to the child support question, you are required to complete the additional child support fields (**Child Support City, Child Support State, Child Support County**).
  - After entering information on this screen, click the **Next** button.



Good Afternoon JOHN SMITH      Wednesday, December 20, 2017      Help | Contact | Resources | Logoff

## CLAIMANT REGISTRATION: ADDRESS

**JOHN SMITH**      CLAIMANT ID: 5274894

**Please provide your Address information**

This address is your address of record for the agency. Please make sure your address is correct and remains current. Your debit card and future correspondence will be sent to this address. If you change addresses, please make sure you change this address immediately. Failure to respond to correspondence from this agency due to an incorrect address may result in a delay or denial of benefits.

Fields marked with an asterisk \* are required.

Mailing Address	Residential Address, if different than the Mailing Address.
Country * USA	Country * USA
Address Line 1 *	Address Line 1 *
Address Line 2	Address Line 2
City *	City *
State *	State *
Zip Code *	Zip Code *
Closest JobConnect Office	
Commuter <input type="radio"/> Yes <input type="radio"/> No <small>Note: Do you regularly travel across a state line or border to go to work or look for work?</small>	
<a href="#">Next</a>	

UINV CSS 2017-12-14 10:46:06 UAT  
 In collaboration with  

### 3. Complete the information on the "Address" screen.

- A "Mailing Address" is required for mailing of your debit card and agency correspondence.
- You should enter a "Residential Address" if your place of residence is different than your Mailing Address.
- If there is additional address information, such as a Post Office box number, suite number, or apartment number, you can enter it into the **Address Line 2** field.
- Select the JobConnect office that is closest or most convenient for you.
- If you entered an out of state address, you will be required to enter an answer for the **Commuter** option. Select the "Yes" option if you regularly travel across a state line or border to go to work or look for work, otherwise select the "No" option.
- After entering information on this screen, click the **Next** button.

4. If the address you entered is incomplete or not recognized by the system, a new window will appear and provide options to validate your address information.
  - You can choose to accept the address you entered under "User entered address" or instead select a system-suggested address under the "Addresses selected by the system" list (if applicable).
  - After making your address selection, click the **Select** button. You will then return to the prior screen where your verified address information will be highlighted in yellow and you will need to re-click the **Next** button.

5. Complete the information on the "Contact" screen.
  - If you choose "E-mail" as your **Preferred Contact Method**, you must include an email address in the **Email Address** field and be sure to read the special message regarding email.
  - After entering information on this screen, click the **Next** button.

- Complete the information on the “Demographics” screen.
  - If you select "No" for the **U.S. Citizen** option, you will be required to enter your **Alien Registration Number** and **Alien Registration Expiration Date**.
  - If you select "Other" as your **Preferred Language**, you will be required to enter your preferred language in the next field. Otherwise, leave this field blank.
  - After entering information on this screen, click the **Next** button.

- On the next screen, you will find a list of employers. Select one of your previous employers. Then, click the **Next** button.
  - NOTE:** It is possible that your employer may be listed under a corporate name. You can probably find their corporate name in your W2 or paystubs from the last 18 months.

The screenshot shows the 'UNEMPLOYMENT INSURANCE BENEFITS ESTIMATOR' interface. At the top, it displays the user's name 'JUAN LOPEZ' and 'CLAIMANT ID: 5274896'. A navigation menu on the left includes options like 'Customer Menu', 'Claimant Homepage', and 'Change Personal Info'. The main content area contains a table of quarterly wages for four quarters, all reporting earnings of \$8,000.00 from MEI GSR HOLDINGS LLC. Below the table, there are sections for 'Current Quarter Estimate' and 'Alternate Base Period Estimate', both showing 'Monetary Eligibility Eligible', a 'Weekly Benefit Amt' of \$320.00, and a 'Number of Weeks' of 26. At the bottom, there are buttons for 'Print', 'Claimant Homepage', and 'Continue to File Claim'.

8. The "Unemployment Insurance Benefits Estimator" screen is a preliminary assessment of your potential eligibility for unemployment insurance benefits.
  - Be sure to read the orange text displayed on the screen for additional information.
  - The "Base Period Quarterly Wages" section displays wages earned by you and reported in Nevada during the current base period. These wages are used to qualify you for an unemployment insurance claim.
  - If you believe there are employers and/or wages missing from the "Base Period Quarterly Wages" section, or you see employers you do not recognize, you should make a selection from the **Missing or Incorrectly Reported Wages** dropdown list.
  - The "Current Quarterly Estimate" section contains the following information:
    - **Monetary Eligibility** indicates, based on the existing records, whether you have earned enough money during the base period on which to base a claim.
    - If deemed eligible, the **Weekly Benefit Amt** is the amount you are eligible to receive during each week of unemployment (based on the wages listed).
    - If deemed eligible, the **Number of Weeks** is the maximum number of weeks you can draw unemployment checks, up to a maximum of 26 weeks.
    - If deemed eligible, the **Maximum Benefit Amount** is the maximum amount of money you can draw during the claim period.
  - Notice the **Print** button at the bottom of the screen. It is recommended that you print this screen so you will have this information available.
  - Click the **Continue to File Claim** button and continue with the instructions in the next section.

## Step 3: Applying for Benefits

### Background

After completing your registration, you are ready to apply for benefits (set up your initial claim). Doing so involves the following:

- Providing required eligibility information
- Verifying and updating employment history and information about your last employer (and possibly your next-to-last employer)
- Providing information about your separation(s) and your work search
- Reviewing the information you entered and submitting your claim
- Providing additional information through dynamic fact finding (DFF), if prompted

Note the following:

- After applying for benefits, you will need to file a weekly claim each week in order to receive benefits (discussed in the next section).
- This section is specific to setting up an initial claim. If you had a break in your weekly filing process and need to re-open an existing claim, you should refer to the section on Reactivating a Claim.

### Instructions

The screenshot shows the UInV Claimant Login interface. At the top, it says 'Good Morning' and 'Thursday, December 21, 2017'. The main heading is 'CLAIMANT LOGIN'. Below this, there is a 'Sign In:' section with the instruction 'Enter your Username'. A text input field labeled 'Username:' is present, followed by a 'Continue' button. There are links for 'Forgot your username?', 'Where do I enter my password?', and 'Create New User Account'. An 'Important Information' section follows, detailing that no deduction is made from workers' wage funds, claims become effective during the week of filing, and a seven-day deadline for claim completion. It also defines fraud as making false statements to receive benefits and lists examples of fraudulent behavior. To the right, a 'Welcome to UInV Claimant Self Service' message states that unemployment benefits may be available for those with reduced hours. It notes the system is available 24/7 and provides business hours for claim processing. A list of required information for filing an initial claim includes Social Security Number, names, addresses, phone numbers, and dates of employment for the last two employers, and an Alien Registration Number for non-U.S. citizens. Reopening a claim requires the same information. A note at the bottom states that users who have filed an NV claim online within the last 5 years must have a Username.

1. Connect to [ui.nv.gov](http://ui.nv.gov) then click the **For UI Claimants** tab. Click the **Existing User Sign In** link, and log into the CSS system using your established **Username** and **Password**. (Enter your **Username**, click the **Continue** button, enter your **Password** into the security device on the subsequent screen and then click the **Enter** button.) You may be prompted to answer one of your security questions. If so, fill in the **Answer** field and click the **Enter** button. *NOTE: If you have just completed your registration and are already on the "Initial Filing" screen, skip to step number 4.*

# Guide to Online Claimant Self Service



2. You arrive on the “Customer Menu” screen.

Click the **File a New Unemployment Insurance Claim** link.

(#1) 07/01/2016 through 09/30/2016		(#2) 10/01/2016 through 12/31/2016		(#3) 01/01/2017 through 03/31/2017		(#4) 04/01/2017 through 06/30/2017	
MEI GSR HOLDINGS LLC	8,000.00						
<b>\$ 8,000.00</b>		<b>\$ 8,000.00</b>		<b>\$ 8,000.00</b>		<b>\$ 8,000.00</b>	

The estimator shows a current quarter estimate with a weekly benefit amount of \$320.00 and 26 weeks of benefits. An alternate base period estimate shows a weekly benefit amount of \$320.00 and 25 weeks of benefits. The page includes a 'Continue to File Claim' button and a footer with logos for Capgemini and Pros Oracle.

3. Review and perform any steps on the “Unemployment Insurance Benefits Estimator” screen as described in the previous section, and click the **Continue to File Claim** button.

Good Morning JUAN LOPEZ Thursday, December 21, 2017 Help | Contact | Resources | Logoff

## APPLY FOR BENEFITS: INITIAL FILING

JUAN LOPEZ CLAIMANT ID: 5274896

Fields marked with an asterisk \* are required.

- Has all of your employment been [self-employment](#) since 07/01/2016? \*  Yes  No
- Have you applied for benefits in another state at any time since 07/01/2016? \*  Yes  No
- Has all of your employment been in another state since 07/01/2016? \*  Yes  No
- Has any of your employment been in another state since 07/01/2016? \*  Yes  No
- Do you currently reside in Nevada? \*  Yes  No
- Have you served in the Military since 07/01/2016? \*  Yes  No

**Note: If you are on Terminal Leave from the Military, you are not considered unemployed until your leave is exhausted and you have been released from the Military.**

- At this moment are you in the State of Nevada? \*  Yes  No
- Has any of your employment been as a civilian with the Federal Government since 07/01/2016? \*  Yes  No
- Have you worked for a school or educational institution since 07/01/2016? \*  Yes  No
- Have you worked for a professional athletics organization since 07/01/2016? \*  Yes  No

[Next](#)

UINV CSS 2017-12-14 10:46:06 UAT  
 Capgemini in collaboration with SIPros ORACLE  
CONSTRUCTIVE TECHNOLOGY SOLUTIONS A better approach.

- After clicking the **Continue to File Claim** button on the “Benefits Estimator” screen, you will arrive on the “Initial Filing” screen.
  - Be sure to read each question carefully and select the correct option.
  - Complete all the questions as appropriate and click the **Next** button. Note that on this screen and subsequent screens, you must supply all required responses in order to advance to the next screen.

Good Morning JUAN LOPEZ Thursday, December 21, 2017 Help | Contact | Resources | Logoff

## APPLY FOR BENEFITS: INITIAL FILING

JUAN LOPEZ CLAIMANT ID: 5274896

Fields marked with an asterisk \* are required.

- Have you filed for and received payment for [workers' compensation](#) for an injury you received on the job? \*  Yes  No  
 If yes, please provide the date you started receiving disability payments:  (mm/dd/yyyy)
- Are you [self-employed](#) ? \*  Yes  No
- Are you [attending school or training](#) ? \*  Yes  No
- Are you mentally and physically able to work? \*  Yes  No
- Is there any other reason why you cannot seek or accept [immediate](#) work (such as child care, transportation, care of a family member, etc.)? \*  Yes  No
- Have you refused any [job offer / referral](#) since 08/27/2017? \*  Yes  No
- Have you worked two or more [on-call](#) assignments since 08/27/2017? \*  Yes  No
- Have you worked two or more assignments for a temporary agency since 08/27/2017? \*  Yes  No
- Have you worked for two or more different employers since 08/27/2017? \*  Yes  No

[Next](#)

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- The next screen continues the initial filing questions. Answer each question as appropriate and click the **Next** button.

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## APPLY FOR BENEFITS: EMPLOYMENT HISTORY & LAST EMPLOYER

JUAN LOPEZ CLAIMANT ID: 5274896

**INSTRUCTIONS:**  
 1. Make sure every employer you worked for since the beginning of your base period up until today is in the list below.  
 Your base period is from 07/01/2016 to 06/30/2017.

Employer Name	Select your Last Employer	Type of Employment	Dates of Employment
MEI GSR HOLDINGS LLC, DBA GRAND SIERRA RESORT AND CASINO	<input type="radio"/>	<input type="text"/>	<input type="text"/> (mm/dd/yyyy) to <input type="text"/> (mm/dd/yyyy) <a href="#">Remove</a>

If your employer is not listed above, use one of the following buttons to add your employer to the list.

Note: An employer must be selected before continuing. Type of Employment and Dates of Employment are required for the selected employer and all Military / Federal employers.

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- Next you need to review and provide additional information about your work history. Be sure to read the instructions at the top of the screen.
  - Make sure that every employer for which you have worked during the base period (last 18 months) is listed. If any are missing, add them as follows:

To add a Nevada employer, click the **Add Nevada Employer** button to open the “Add Nevada Employer” screen. You can either search for a Nevada employer or manually add them. It is best to first search for them to see if they are already in the system. If you do not find the desired employer using the search function, you can click the **Manual Entry** button to add them manually. When done, click the **Finished Adding Nevada Employers** button.

To add a Federal employer, click the **Add Federal Employer** button to open the “Add Federal Employer” screen. There are two ways to enter a Federal employer. (i) You can select from the **Most Common Federal Employers** dropdown list and then click the **Add Employer** button. (ii) Alternatively you can search for the employer using the search functionality. When done, click the **Finished Adding Federal Employers** button.

To add a Military employer, click the **Add Military Employer** button to open the “Add Military Employer” screen. Select the employer from the dropdown list. Then answer the “Yes/No” question and click the **Add Employer** button. Then click the **Finished Adding Military Employers** button.

To add an out of state employer, click the **Add Out of State Employer** button to open the “Add Out of State Employer” screen. Enter the employer information into the fields provided and click the **Add Employer** button. Then click the **Finished Adding Out of State Employers** button.

- Enter the type of employment and employment dates for your most recent employer, as well as dates for any Federal or Military employers.
- You will need to also provide information on the next-to-last employer if you meet any of the following criteria:
  - You did work for two on call assignments in the last 16 weeks
  - You did work for two temporary assignments in the last 16 weeks
  - You did work for two different employers in the last 16 weeks
  - You did not work more than 16 weeks at the last employer
- After entering information on this screen, click the **Next** button.

7. If you had more than one employer listed on the "Employment History & Last Employer" screen, the system will display a "Collect Separation Information" screen listing each of those employers.
  - If you receive this screen, click the **Provide Additional Information** link for the first employer listed and complete the resulting screen (see next step). You will then come back to this screen where you will need to click on that link for the next employer to complete the same screen. Once you complete the process for each of the employers listed, you will continue on through the remainder of the instructions.
  - If you do not receive this screen, you will proceed directly to the next step.

8. Complete the information on the "Separation" screen.
  - For the **Reason Employment ended** field, select the separation reason that most closely describes your reason for separating from employment.
  - Note that the **Gross Earnings** dates are based on your last week of work with this employer.
  - After entering information on this screen, click the **Next** button.

9. The "Other Separation" screen asks you for additional information regarding your separation and claim eligibility. Complete the information on this screen as appropriate.
- If you are a member of a union with a hiring hall you will need to provide that information by selecting the **Yes** radio button and then clicking the **Union Name** search button.
  - If you have a definite return to work date, or will start a new job within four (4) weeks from the filing date, you will need to enter that information. Click the **Search** button to open the "Employer Search" window to search for and enter the employer information.
  - After entering information on this screen, click the **Next** button.

10. The "Work Search" screen asks for information regarding your occupation and your availability to work. Complete the information on this screen as appropriate.
- You need to enter the primary and secondary occupations you are using for your work search. These should include the occupation in which you have worked most recently, or an occupation for which you have training or education to support. Click the search button to the right of the **Primary Occupation** and **Secondary Occupation** fields to complete these fields.
  - After entering information on this screen, click the **Next** button.

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APPLY FOR BENEFITS: SUMMARY

JUAN LOPEZ      CLAIMANT ID: 5274896

Please carefully review each section of the information you have provided.  
If you need to change information, click the Edit button for that section.

Personal Information

Date of Birth:	01/01/1980	Gender:	Male
First Name:	JUAN	Mothers Maiden Name:	TEST
Last Name:	LOPEZ	Withhold Federal Tax?	No
Middle Initial:		Number of Additional Household Members that Provide Income to the Home:	0
Suffix:		Are you required to pay Child Support?	No
Other Last Name Used (1):		Child Support City:	
Other Last Name Used (2):		Child Support State:	
Other Last Name Used (3):		Child Support County:	

Edit

---

Country:	USA		
Mailing Address:	1320 S CURRY ST	Mailing Address City:	Carson City
Mailing Address State:	Nevada	Mailing Address Zip:	89703
Residential Address Country:			
Residential Address:			
Residential Address State:			
Residential Address Zip:			
Closest JobConnect Office:			
Commuter:			

Edit

---

Primary Phone:	Ext:	Alternate Phone:	Ext:
Cell Phone:			
E-mail Address:			
Preferred Contact Method:	Mail		

Edit

---

Highest Grade Completed:	12 - Twelfth Grade	Disabled:	No
Degree Completed:	Twelfth Grade - HS Graduate OR Disabled w/ Cert / IEP	Veteran:	No
Race:	Choose Not To Answer	U.S. Citizen:	Yes
Ethnicity:	Choose Not to Answer	Alien Registration Number:	
Preferred Language:	English	Alien Registration Expiration Date:	

Edit

11. The "Summary" screen displays the information you entered in the previous screens. Be sure to carefully review this information before proceeding.
- If you need to change **any** information, each section contains an **Edit** button that will navigate you to the appropriate screen in order to make any necessary changes. You would then click that screen's **Next** button to return to this "Summary" screen.
  - Before submitting your claim application, it is recommended that you use the **Print** button at the bottom of the screen to print a copy of your information for your personal records.
  - Click the **Next** button at the bottom of the screen when you are ready to continue.

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APPLY FOR BENEFITS: SUBMIT CLAIM

JUAN LOPEZ
CLAIMANT ID: 5274896

Claim Effective Date : 12/17/2017
Print

Penalties for Falsification

WARNING  
 IMPORTANT UNEMPLOYMENT INSURANCE INFORMATION

Unemployment Insurance Fraud is a felony in Nevada. You must be fully or partially unemployed as well as able and available for work in order to receive Unemployment Insurance Benefits. If you commit fraud, you will be subject to significant financial and administrative penalties, and may be prosecuted. Remember to report any work and all income from any source for each week you claim a benefit payment.

Yes, I understand giving false statements or withholding information in order to receive Unemployment Insurance Benefits constitutes fraud.  
 No, I will contact the [telephone claim center](#) to ensure I understand.

Benefits Rights and Information

For a full description of Benefits, Rights and Information [click here](#) to read the Nevada Unemployment Insurance Facts for Claimants Handbook. You may print the handbook if you wish.

I understand I must read the information in the Nevada Unemployment Insurance Facts for Claimants Handbook.  
 I understand failure to read the Nevada Unemployment Insurance Facts for Claimants Handbook does not relieve me of my claim filing responsibilities and does not serve as an excuse to prevent being found ineligible for benefits if I do not meet my responsibilities.  
 By clicking the "**Yes, I agree-File my claim**" button below, I am agreeing to the responsibilities within the Nevada Unemployment Insurance Facts for Claimants Handbook and understand the penalties for falsification.  
 I would like a Nevada Unemployment Insurance Facts for Claimants Handbook mailed to me

Backdating Claims

Nevada Unemployment Insurance Claims become effective on the Sunday of the week in which they are filed. Your claim is effective 12/17/2017

A claim for unemployment insurance benefits is effective the Sunday of the week in which you file the claim. If you wish to request benefit payment for any previous claim weeks in which you were unemployed, you may continue to file your claim electronically to complete the filing process. To establish the backdate for the prior weeks, you will need to contact the Telephone Claim Center and speak with a representative. Northern Claim Center 775-684-0350. Southern Claim Center 702-486-0350.

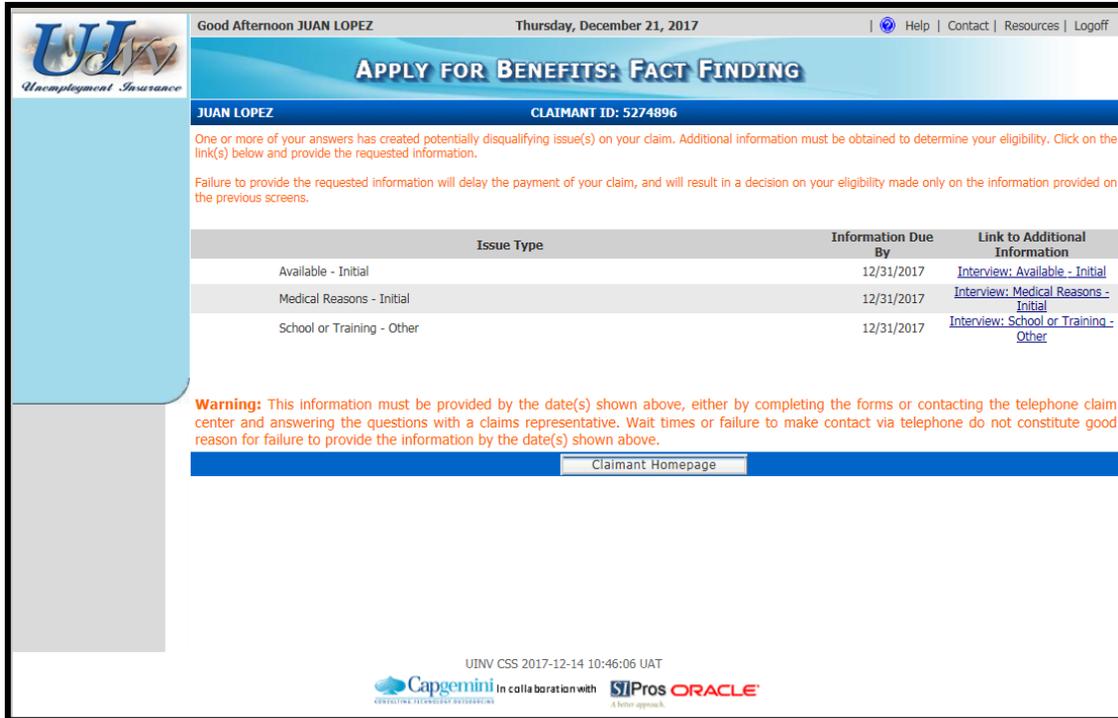
If you are requesting a backdate of your claim, you will need to file weekly claims for benefits while waiting for a decision on eligibility. Your claim will be on hold and no benefit payments will be issued until the backdate request is resolved.

**NAC 612.110 (1c) states in part...** In no case may a claim be predated more than 2 weeks preceding the week in which the claim is actually filed.

Back    Yes, I agree-File my Claim    No, I do not agree

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12. Be sure to read the legal information on the "Submit Claim" screen and select the appropriate options.
- If you are ready to file your claim, click the **Yes, I agree- File my Claim** button.
  - If you decide you are not yet ready to submit your claim, you can click the **No, I do not agree** button. Doing so will save all previously entered claim information for 7 calendar days, during which time you can return to submit your claim.



Good Afternoon JUAN LOPEZ      Thursday, December 21, 2017      | Help | Contact | Resources | Logoff

## APPLY FOR BENEFITS: FACT FINDING

**JUAN LOPEZ**      CLAIMANT ID: 5274896

One or more of your answers has created potentially disqualifying issue(s) on your claim. Additional information must be obtained to determine your eligibility. Click on the link(s) below and provide the requested information.

Failure to provide the requested information will delay the payment of your claim, and will result in a decision on your eligibility made only on the information provided on the previous screens.

Issue Type	Information Due By	Link to Additional Information
Available - Initial	12/31/2017	<a href="#">Interview: Available - Initial</a>
Medical Reasons - Initial	12/31/2017	<a href="#">Interview: Medical Reasons - Initial</a>
School or Training - Other	12/31/2017	<a href="#">Interview: School or Training - Other</a>

**Warning:** This information must be provided by the date(s) shown above, either by completing the forms or contacting the telephone claim center and answering the questions with a claims representative. Wait times or failure to make contact via telephone do not constitute good reason for failure to provide the information by the date(s) shown above.

[Claimant Homepage](#)

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13. If any issues are identified with your claim, you will arrive on the “Fact Finding” screen. (If there are no issues with the claim, you will arrive on the "File Claim Confirmation" screen and you should skip to the next step.)
- The fact finding screen will show you all issues, along with their corresponding fact finding link in the “Link to Additional Information” column. If given this screen, you should click on the first link and answer the questions on the resulting screen, and click that screen’s **Submit** button. Continue answering each screen’s questions and clicking its **Submit** button until finished.
  - At the end of each series of fact finding questions, you will arrive on a “Summary” screen. Review that screen, and use the screen’s **Edit** button to make changes or **Submit** button to submit your responses.
  - If additional fact finding is required, you will return to the “Fact Finding” screen where you should click on the next issue’s link to complete that issue’s fact finding questions.
  - Continue completing the fact-finding questions for any remaining issues.

Good Morning MIKE ROSSI Tuesday, February 6, 2018 Help | Contact | Resources | Logoff

## APPLY FOR BENEFITS: FILE CLAIM CONFIRMATION

**MIKE ROSSI** CLAIMANT ID: 5297337

The Nevada Department of Employment, Training and Rehabilitation is committed to meeting our Federal and State Requirements to pay benefits when due as efficiently as possible. Please watch your Homepage (after you log into the claimant self service application, click on the [Go to My Homepage](#) link) for the current status of your claim. If it has been less than 21 days since you filed your claim, we ask you to please allow the process to be completed and not call to inquire about the claim status. Your Homepage allows you to check on the status of your weekly payments.

If there are issues, they will be identified and listed on your Homepage. Until these issues are addressed, your claim will be on hold and payment cannot be made. Please respond to inquires as soon as possible to avoid a delay in your payment. You can provide the information necessary by responding to our mail correspondence or by clicking on the hyperlinked issue(s) under the **"Issues Delaying Payment"** section (hyperlinked issues are the ones that appear in blue and are underlined).

Your claim has been filed. The provided confirmation number is for tracking purposes. Copy it and keep it in a safe place until you receive your notice of eligibility or ineligibility. You may want to print this page in order to have the contact information handy.

**Confirmation Number: 7516591**

### How to claim weeks of Unemployment Insurance

There are two steps to UI claims filing:

1. Establish a claim for benefits, which you have just done and
2. Certify a week of unemployment and request a weekly benefit payment.

When you establish a claim for benefits, you have not requested a week's payment, you have created a claim. To receive a weekly payment, you must use this UIrv system OR call into our weekly claim filing system called QuickClaim the following Sunday, and request payment for the week. Claims become effective in the week they are filed. A claim week is from Sunday at 12:01 am to Saturday midnight. You may not claim a week's payment until the week has ended.

For example, you created a claim for benefits on Friday, January 3rd.  
The claim week ends Saturday, January 4th.  
You may claim the week ending Saturday, January 4th any time between Sunday January 5th – Saturday January 11th.

If you wish to claim a week before the week you filed your claim, you must request a backdate when filing your claim. In order to receive a backdate you must have an explanation why you did not file earlier, have been able, available, seeking work and provide a verifiable work search for the period of time you are requesting to be paid.

**While filing for Unemployment Insurance Benefits, you must meet the work registration requirements of the state in which you live. By filing a UI claim you have also registered for work in Nevada and meet this requirement. However, if you live outside Nevada, your local Job Service office can advise you how to register in that state.**

**Advisory: At any time during claim filing, you may receive a letter or email requesting you appear in person at a Nevada JobConnect office and/or participate in a reemployment program. Information regarding programs you must participate in if selected are found in the Nevada Unemployment Insurance Facts for Claimants Handbook. This is to ensure that Unemployment Insurance claimants continue to meet eligibility requirements to receive benefits. If you are selected, make sure to follow the instructions on the letter as failure to do so may cause your claim to be delayed or denied.**

Print | Claimant Homepage | Logoff

14. Once you have completed all outstanding fact finding, you will arrive on the "File Claim Confirmation" screen.

- Be sure to carefully read the information on this screen.
- This screen contains your **Confirmation Number** as well as additional information you will need to begin filing your weekly benefit claims. It is recommended that you use the **Print** button at the bottom of the screen print a copy of this information for your records.
- Now that your initial claim has been filed, you will need to file weekly claim certifications beginning the first Sunday date following your initial claim filing. If you need assistance with filing your weekly claim certifications, please refer to the next section of this guide book.

## Step 4: Claiming Weekly Benefits

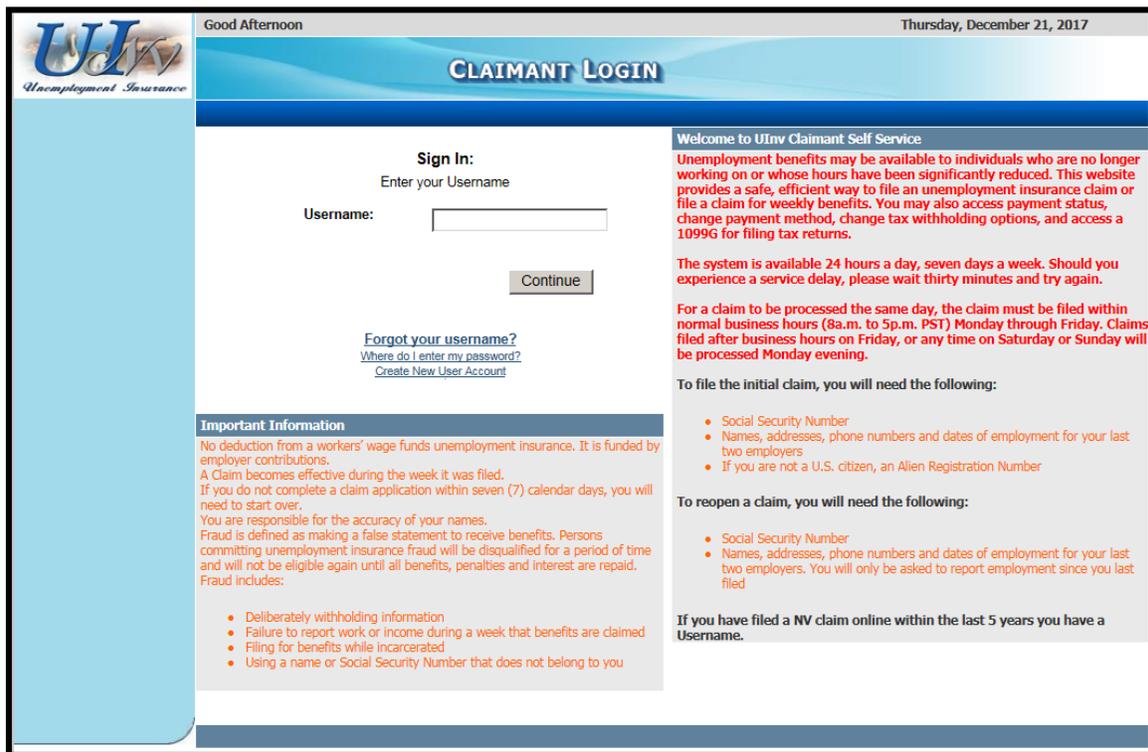
### Background

In order to certify your eligibility, you need to file a weekly claim for each week you wish to request a benefit payment. Benefit weeks begin on Sunday at 12:01 a.m. and end on the following Saturday at midnight. You may not claim a week's payment until the week has completed.

Note that if you have a break in filing for three or more weeks, and your claim is inactive, you should advance to the section of this guide book on Reactivating a Claim.

### Instructions

1. Connect your computer to the following internet address: [ui.nv.gov](http://ui.nv.gov)
2. Click on the **For UI Claimants** tab, then click the **Existing User Sign In** link in the upper right of the screen.



The screenshot shows the 'CLAIMANT LOGIN' page. At the top, it says 'Good Afternoon' and 'Thursday, December 21, 2017'. The main heading is 'CLAIMANT LOGIN'. Below this, there is a 'Sign In:' section with the instruction 'Enter your Username'. A text box labeled 'Username:' is provided, followed by a 'Continue' button. Below the text box are links for 'Forgot your username?' and 'Where do I enter my password? Create New User Account'. To the right, there is a 'Welcome to UIInv Claimant Self Service' message, followed by a paragraph explaining that unemployment benefits may be available to individuals who are no longer working or whose hours have been significantly reduced. Below this is a note about system availability: 'The system is available 24 hours a day, seven days a week. Should you experience a service delay, please wait thirty minutes and try again.' Further down, there is a note about claim processing: 'For a claim to be processed the same day, the claim must be filed within normal business hours (8a.m. to 5p.m. PST) Monday through Friday. Claims filed after business hours on Friday, or any time on Saturday or Sunday will be processed Monday evening.' Below this are two sections: 'To file the initial claim, you will need the following:' and 'To reopen a claim, you will need the following:'. Both sections list requirements such as Social Security Number, names, addresses, phone numbers, and dates of employment. At the bottom, there is a note: 'If you have filed a NV claim online within the last 5 years you have a Username.'

3. Log into the CSS system using your established **Username** and **Password**. (Enter your **Username**, click the **Continue** button, enter your **Password** into the security device on the subsequent screen and then click the **Enter** button.) You may be prompted to answer one of your security questions. If so, fill in the **Answer** field and click the **Enter** button.

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## CUSTOMER MENU

UISS WORKERX CLAIMANT ID: 5274838  
1320 S CURRY ST, CARSON CITY NV 89703-5202

Welcome to the Nevada Department of Employment, Training and Rehabilitation Claimant Self Service website.  
Click on the link to choose the services you wish to use from the following options.

You **MUST** complete a weekly work search activity record for each week you file for unemployment benefits. It is your responsibility to provide the required information. Work search activity records may be reviewed at any time by both the Telephone Claim Centers and the JobConnect Offices, and you may be required to provide supporting documentation. You must conduct several different [work search activities](#) each week using methods customary to the occupation you are seeking. Failure to provide the work search records may result in a delay or denial of your benefits.

[Go to My Home Page](#)  
[File Weekly Claim](#)

### UIInv MESSAGES

Unemployment compensation information may be requested and utilized for other governmental purposes, including, but not limited to, verification of an individual's eligibility for other governmental programs, pursuant to applicable federal and state law, including title 20 of the Code of the Federal Regulations, section 603.11, NRS 612.265, and the Privacy Act of 1974, title 5 of the U.S. Code, section 552a.

\*\*\*\*\*

IMPORTANT: If your Benefit year has ended, please visit our website at [ui.nv.gov](#) to review your eligibility for a new claim, or call back during normal business hours and choose option #3 to speak with a claims representative.

\*\*\*\*\*

Did you know you are required to keep a record of your work search activities each and every week you file for benefits? All records must include, at a minimum, the application date, the employer name, phone number, address or website, the type of work and the results of the activity. Claimants should keep emails, confirmation pages, and any electronically submitted information as proof of your efforts. You may be asked to provide this work search periodically. Failure to provide your work search records when requested may result in a denial of benefits. Work search records can be provided to the Division electronically at any time by logging onto your Customer Self Service (CSS) account and selecting Online Forms from the left hand navigation. Blank work search record logs can be found online at [ui.nv.gov](#).

- Click the **File Weekly Claim** link. (You will only have this link if a weekly claim is available to be filed.)

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## WEEKLY CLAIMS: IMPORTANT INFORMATION

UISS WORKERX CLAIMANT ID: 5274838

You have selected to file an Unemployment Insurance Weekly Benefit Claim.  
In accordance to Nevada state law any misrepresentation of information provided on this claim is eligible to be prosecuted by law.

You **MUST** complete a weekly work search activity record for each week you file for unemployment benefits. It is your responsibility to provide the required information. Work search activity records may be reviewed at any time by both the Telephone Claim Centers and the JobConnect Offices, and you may be required to provide supporting documentation. You must conduct several different [work search activities](#) each week using methods customary to the occupation you are seeking. Failure to provide weekly work search activity records may result in a delay or denial of your benefits.

NOTE: Unemployment compensation information may be requested and utilized for other governmental purposes, including, but not limited to, verification of an individual's eligibility for other governmental programs, pursuant to applicable federal and state law, including 20 C.F.R. § 603.11 and NRS 612.265.

PLEASE REMEMBER:

- When you file a weekly claim for benefits, you **MUST** report any and all work and income derived from that work, including but not limited to: Wages, show up pay, orientation pay, bonuses, commissions, and payments of a non-cash nature (room and board etc).
- Failure to provide accurate information or omitting information in order to receive benefits constitutes unemployment fraud.
- The Customer Self-Service System will accept claims for the prior week only. It is important that you file your claim for the previous week within seven (7) days of the week ending date.

EXAMPLE:

- Because the claim week ends at midnight Saturday, February 17, the last day to file for this week would be Saturday, February 24.

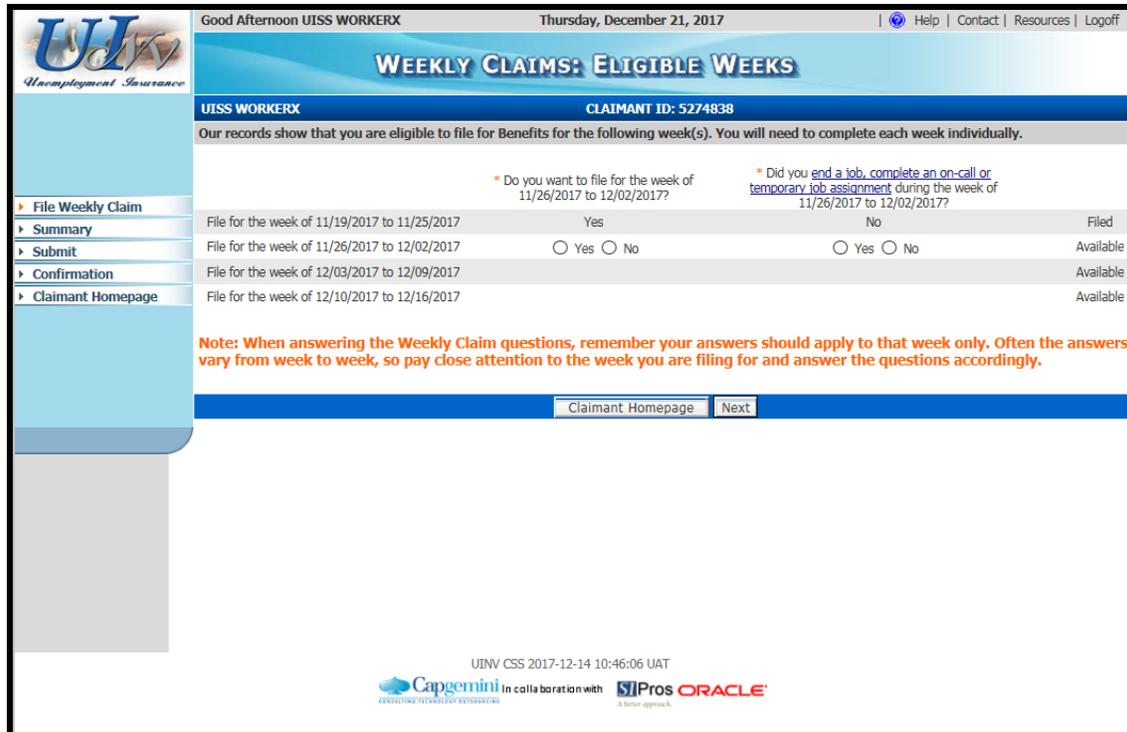
If you do not file within seven (7) days, your claim may be considered untimely and potentially disqualifying. You will need to reactive your claim and request a backdate, provided you meet the backdate criteria.

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- Be sure to read the reminders on the "Important Information" screen before continuing with the weekly certification process. Then click the **Next** button.



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## WEEKLY CLAIMS: ELIGIBLE WEEKS

UISS WORKERX CLAIMANT ID: 5274838

Our records show that you are eligible to file for Benefits for the following week(s). You will need to complete each week individually.

	* Do you want to file for the week of 11/26/2017 to 12/02/2017?	* Did you end a job, complete an on-call or temporary job assignment during the week of 11/26/2017 to 12/02/2017?	
File for the week of 11/19/2017 to 11/25/2017	<input checked="" type="radio"/> Yes	<input type="radio"/> No	Filed
File for the week of 11/26/2017 to 12/02/2017	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No	Available
File for the week of 12/03/2017 to 12/09/2017			Available
File for the week of 12/10/2017 to 12/16/2017			Available

**Note:** When answering the Weekly Claim questions, remember your answers should apply to that week only. Often the answers vary from week to week, so pay close attention to the week you are filing for and answer the questions accordingly.

[Claimant Homepage](#) [Next](#)

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6. The "Eligible Weeks" screen lists the week for which you are eligible to file for benefits. Note the following:
- Available weeks for which you have not yet filed are indicated as "Available" to the far right. Once you file a week, it will remain on this screen with a "Completed" indicator until it is processed, after which the week will be removed from this screen.
  - If you have multiple weeks eligible for filing, you must complete each week individually from start to finish, before filing for the next week, and the system will only allow you to file the weeks earliest to latest.
  - For the earliest available week listed, indicate if you wish to file (request payment). Then indicate whether you have had a separation from employment during that week.
  - After entering information on this screen, click the **Next** button.

7. The “Weekly Work Search Activity” screen allows you to enter your job seeking efforts for the week you are filing.

- You MUST complete a work search activity record for each week you file for unemployment benefits.
- The work search activities should be specific to the week in which you are filing.
- Clicking the blue work search activities link will provide additional information on acceptable job seeking efforts and supporting documentation required.

The Claimant Homepage button will exit the weekly claim process. The process will not be complete and payment will not generate. The Save button will save your work search entries if you need to return to the weekly claim process at a later time. Again, the process will not be complete and payment will not generate. After entering your work search activities, click the **Submit to Continue** button.

8. If, on the prior screen, you indicated that you want to file for the selected week, you will be directed to the "Certification" screen. Answer all the questions on this screen and then click the **Next** button.

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## WEEKLY CLAIMS: CONFIRM ANSWERS

UISS WORKERX CLAIMANT ID: 5274838

Responses for Benefit Week 11/26/2017 to 12/02/2017

Filing for benefits for the week of 11/26/2017 to 12/02/2017?	YES
Did you end a job, complete an on-call or temporary job assignment during the week of 11/26/2017 to 12/02/2017?	NO
Even though you may not have been paid your wages, did you work during the week of 11/26/2017 to 12/02/2017?	NO
If you worked during the week of 11/26/2017 to 12/02/2017, enter your gross earnings and tips for the week.	
If you worked during the week of 11/26/2017 to 12/02/2017, were the earnings reported from Federal, Military or Out of State employment?	
Did you receive any of the following types of payment: bonus, gifts, holiday pay, birthday pay, residual payments, or profit sharing during the week of 11/26/2017 to 12/02/2017?	NO
If you received holiday / bonus pay during the week of 11/26/2017 to 12/02/2017, enter total holiday pay, bonus pay or other deductible income.	
Did you or will you receive vacation pay, severance pay or wages in lieu of notice that were not previously reported during the week of 11/26/2017 to 12/02/2017?	NO
Did you look for work during a majority of the week of 11/26/2017 to 12/02/2017?	YES
Were you mentally and physically able to work during a majority of the week of 11/26/2017 to 12/02/2017?	YES
Were you available to work during a majority of the week of 11/26/2017 to 12/02/2017?	YES
Did you refuse any job offers or referrals during the week of 11/26/2017 to 12/02/2017?	NO
Did you attend school or training during the week of 11/26/2017 to 12/02/2017?	NO

**\*\*\* STOP \*\*\***  
Please Review Your Answers Carefully

If there are any notes in the box below, please pay special attention to what they say.  
If your answers are correct, click "My answers are correct" below.  
If your answers are **NOT** correct, click "I need to correct my answers" below.

**Note:** This information is used to help with verification only, and does not indicate that an answer is incorrect.  
All of these answers apply to the week of 11/26/2017 to 12/02/2017

I need to correct my answers My answers are correct

9. Review the answers displayed on the "Confirm Answers" screen.

- If the system has identified any filing responses that could impact your eligibility for benefits, they will be displayed toward the bottom of the screen.
- If you determine you need to correct an answer, click the **I need to correct my answers** button to return to the "Eligible Weeks" screen. You will then be able to walk through each screen again and make any appropriate changes to your answers.
- Once all your answers are correct, click the **My answers are correct** button.

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## WEEKLY CLAIMS: AGREEMENT

UISS WORKERX CLAIMANT ID: 5274838

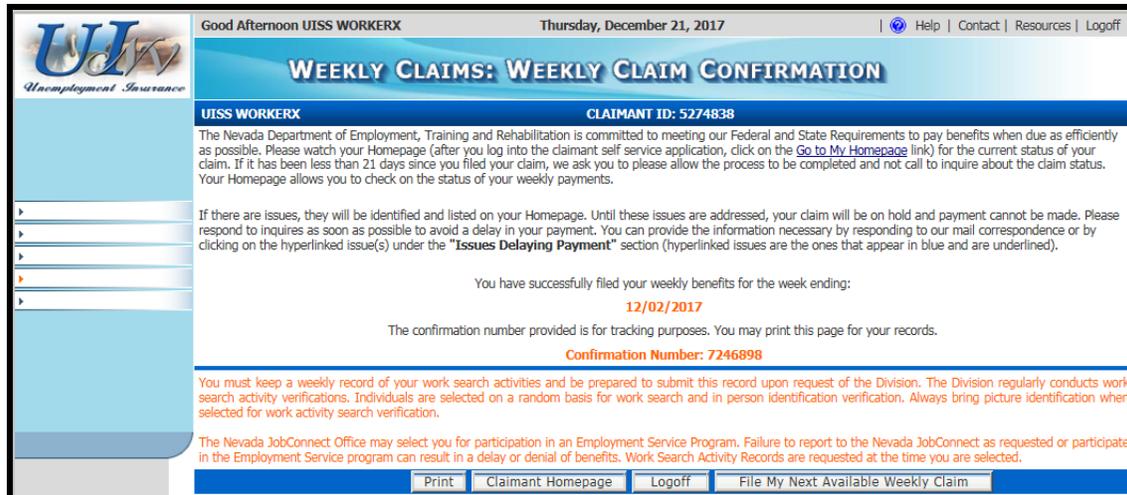
**WEEKLY CERTIFICATION**

- I hereby certify that I fulfilled the registration for work requirements.
- I certify that I have reported any and all work, earnings, and self-employment activity for this week, even though I may not have yet been paid.
- I certify that I have reported all circumstances that may interfere with my ability to work full-time this week.
- I certify that all answers and information given in this application for benefits are true and accurate.
- I am aware that if I knowingly fail to disclose information or give false statements to receive unemployment benefits, I may lose my unemployment benefits, be required to repay benefits received improperly with interest and penalty, and may be subject to civil and criminal prosecution.

Back Yes, I agree-File my Claim No, I do not agree

10. Be sure to read the "Weekly Certification" information at the top of the "Agreement" screen.

- If you are ready to submit your weekly benefit claim certification, click the **Yes, I agree-File my Claim** button.
- If you click the **No, I do not agree** button, you will be returned to the "Claimant Homepage" screen and the weekly certification will not be filed. You could then complete the weekly certification at a later time.



Good Afternoon UISS WORKERX Thursday, December 21, 2017 | Help | Contact | Resources | Logoff

## WEEKLY CLAIMS: WEEKLY CLAIM CONFIRMATION

**UISS WORKERX CLAIMANT ID: 5274838**

The Nevada Department of Employment, Training and Rehabilitation is committed to meeting our Federal and State Requirements to pay benefits when due as efficiently as possible. Please watch your Homepage (after you log into the claimant self service application, click on the [Go to My Homepage](#) link) for the current status of your claim. If it has been less than 21 days since you filed your claim, we ask you to please allow the process to be completed and not call to inquire about the claim status. Your Homepage allows you to check on the status of your weekly payments.

If there are issues, they will be identified and listed on your Homepage. Until these issues are addressed, your claim will be on hold and payment cannot be made. Please respond to inquires as soon as possible to avoid a delay in your payment. You can provide the information necessary by responding to our mail correspondence or by clicking on the hyperlinked issue(s) under the **"Issues Delaying Payment"** section (hyperlinked issues are the ones that appear in blue and are underlined).

You have successfully filed your weekly benefits for the week ending:  
**12/02/2017**

The confirmation number provided is for tracking purposes. You may print this page for your records.  
**Confirmation Number: 7246898**

You must keep a weekly record of your work search activities and be prepared to submit this record upon request of the Division. The Division regularly conducts work search activity verifications. Individuals are selected on a random basis for work search and in person identification verification. Always bring picture identification when selected for work activity search verification.

The Nevada JobConnect Office may select you for participation in an Employment Service Program. Failure to report to the Nevada JobConnect as requested or participate in the Employment Service program can result in a delay or denial of benefits. Work Search Activity Records are requested at the time you are selected.

Print Claimant Homepage Logoff File My Next Available Weekly Claim

11. If any additional information is required based on your answers, the system will present you with a "Fact Finding" screen where you would need to click on any fact finding links and provide answers to any questions presented.
12. If there are no issues with your claim (or after completing any necessary fact finding), you will arrive on the "Weekly Claim Confirmation" screen.
  - Be sure to read the information on this screen, including your **Confirmation Number** and the section explaining your weekly job search activities.
  - It is suggested that you use the **Print** button toward the bottom of the screen to print the information (including your **Confirmation Number**) for your records.
  - If there are additional weeks for which you can claim benefits, you can click the **File My Next Available Weekly Claim** button. (Doing so will return you to the "Eligible Weeks" screen where you can complete your next weekly certification.)
  - If there are no additional weeks to file you, can choose to return to your "Claimant Homepage" to view your account information if desired or click the **Logoff** button.

## Reactivating a Claim

### Background

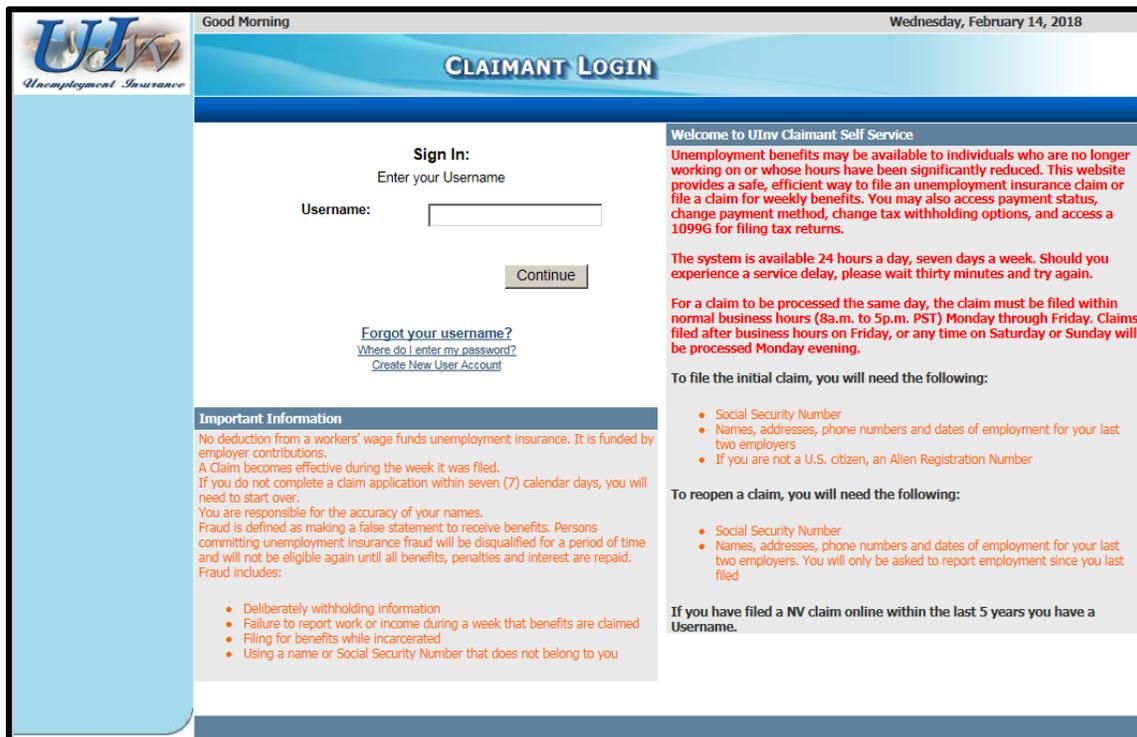
If you have a break in filing for three or more weeks (e.g., due to full time work, a new job you have since lost, or neglecting to request benefits), your claim will automatically become inactive. However, you will be able to reactivate your claim if the benefit year has not yet expired and if you have not yet exhausted the benefits.

Note the following:

- If you select to reactivate your claim, and indicate that you have not worked since your last reported separation, your claim will be reactivated.
- If you select to reactivate your claim, and indicate that you have worked since your last reported separation, the system will create an Additional Claim, and you will need to provide your last employer and the appropriate separation information.
- Once a claim is reactivated, you can request payments for prior weeks by contacting the Telephone Claim Center and speaking with a representative. However, a request for prior benefit weeks is not a guarantee, and may require adjudication.

### Instructions

1. Connect your computer to the following internet address: [ui.nv.gov](http://ui.nv.gov)
2. Click on the **For UI Claimants** tab, then click the **Existing User Sign In** link in the upper right of the screen.



The screenshot shows the UInV Claimant Login page. At the top left is the UInV logo with the text "Unemployment Insurance". The top right shows the date "Wednesday, February 14, 2018". The main heading is "CLAIMANT LOGIN". Below this is a "Sign In:" section with the instruction "Enter your Username". There is a text input field labeled "Username:" and a "Continue" button. Below the input field are links for "Forgot your username?", "Where do I enter my password?", and "Create New User Account".

On the right side, there is a "Welcome to UInV Claimant Self Service" section. It contains a red warning message: "Unemployment benefits may be available to individuals who are no longer working on or whose hours have been significantly reduced. This website provides a safe, efficient way to file an unemployment insurance claim or file a claim for weekly benefits. You may also access payment status, change payment method, change tax withholding options, and access a 1099G for filing tax returns." Below this is a message: "The system is available 24 hours a day, seven days a week. Should you experience a service delay, please wait thirty minutes and try again." Another message states: "For a claim to be processed the same day, the claim must be filed within normal business hours (8a.m. to 5p.m. PST) Monday through Friday. Claims filed after business hours on Friday, or any time on Saturday or Sunday will be processed Monday evening."

Below the messages are two sections: "To file the initial claim, you will need the following:" and "To reopen a claim, you will need the following:". Both sections list the same requirements: Social Security Number, Names, addresses, phone numbers and dates of employment for your last two employers, and for initial claims, an Alien Registration Number if you are not a U.S. citizen.

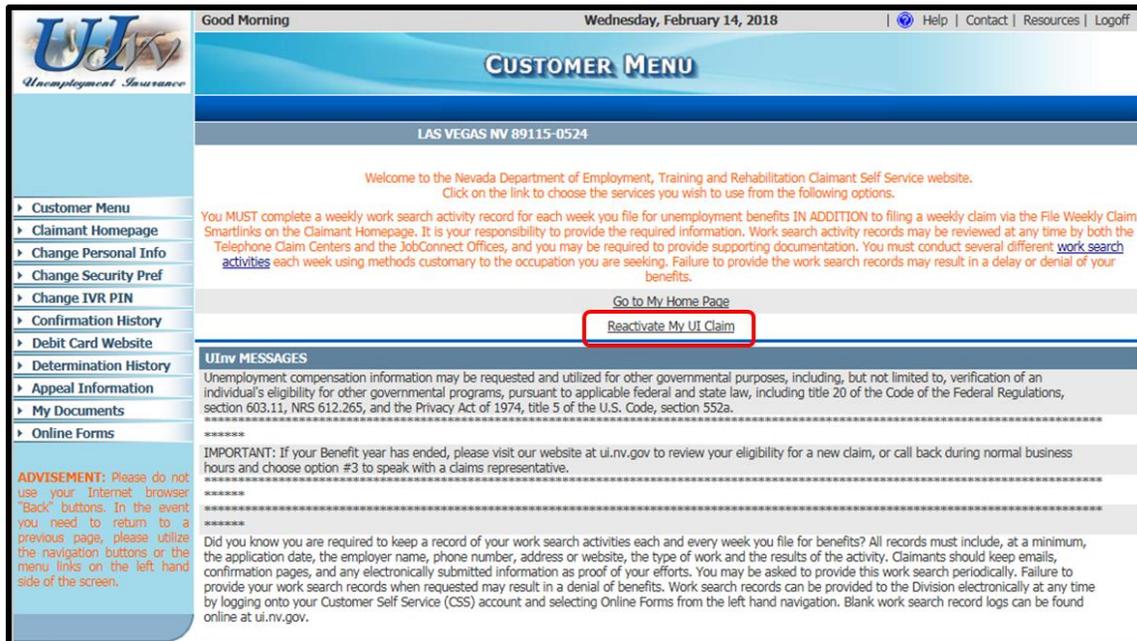
At the bottom right, there is a note: "If you have filed a NV claim online within the last 5 years you have a Username."

On the left side, there is an "Important Information" section. It states: "No deduction from a workers' wage funds unemployment insurance. It is funded by employer contributions. A Claim becomes effective during the week it was filed. If you do not complete a claim application within seven (7) calendar days, you will need to start over. You are responsible for the accuracy of your names. Fraud is defined as making a false statement to receive benefits. Persons committing unemployment insurance fraud will be disqualified for a period of time and will not be eligible again until all benefits, penalties and interest are repaid. Fraud includes:"

- Deliberately withholding information
- Failure to report work or income during a week that benefits are claimed
- Filing for benefits while incarcerated
- Using a name or Social Security Number that does not belong to you

- Review the information required to reactivate (re-open) a claim at the bottom right corner of the login page.

Log into the CSS system using your established **Username** and **Password**. (Enter your **Username**, click the **Continue** button, enter your **Password** into the security device on the next screen and then click the **Enter** button.) You may be prompted to answer one of your security questions. If so, fill in the **Answer** field and click the **Enter** button.



- Click the **Reactivate My UI Claim** link. (Note that you will only have this link if you have an inactive claim.)



- The "Reactivate Claim" screen contains the same questions as those you answered when you filed your initial claim. Answer the questions as appropriate and click the **Next** button.

Good Morning Wednesday, February 14, 2018 Help | Contact | Resources | Logoff

## APPLY FOR BENEFITS: EMPLOYMENT HISTORY & LAST EMPLOYER

CLAIMANT ID:

**INSTRUCTIONS:**  
1. Enter the employer(s) you separated from during the week ending .  
Your [base period](#) is from 07/01/2016 to 06/30/2017.

Your last recorded separation: *GUARDIAN STORAGE CENTERS* from 08/30/2017 to 11/17/2017

Employer Name	Select your Last Employer	Type of Employment	Dates of Employment
PACIFIC DENTAL SERVICES INC, DBA Pacific Dental Services Inc	<input type="radio"/>	[v]	[mm/dd/yyyy] to [mm/dd/yyyy] <a href="#">Remove</a>
EXECUTIVE SELF STORAGE ASSOCL, DBA STORE N LOCK	<input type="radio"/>	[v]	[mm/dd/yyyy] to [mm/dd/yyyy] <a href="#">Remove</a>

If your employer is not listed above, use one of the following buttons to add your employer to the list.

Note: An employer must be selected before continuing. Type of Employment and Dates of Employment are required for the selected employer and all Military / Federal employers.

- If you indicated you had worked since you last filed, you will arrive on the “Employment History & Last Employer” screen.
  - If you arrived on this screen, select your last employer and complete the information as appropriate. Then click the **Next** button.
  - If you did not arrive on this screen, then skip to the next step.

Good Morning Wednesday, February 14, 2018 Help | Contact | Resources | Logoff

## APPLY FOR BENEFITS: NEXT TO LAST EMPLOYER

CLAIMANT ID:

**INSTRUCTIONS:**  
You must provide information regarding your next to last employer (before PACIFIC DENTAL SERVICES INC) because:  
- You worked for your last employer less than 16 weeks.  
If this is incorrect, click [here](#) and change your dates of employments.  
Identify the next to last employer you worked for, the type of employment and dates of employment. If the employment type is "On Call" or "Temporary", please enter the dates of your next to last assignment.  
If your next to last employer is not listed below, click [here](#) to add them to the list.

Your last recorded separation: *PACIFIC DENTAL SERVICES INC* from 01/01/2018 to 01/31/2018

Employer Name	Select your Next to Last Employer	Type of Employment	Dates of Employment
PACIFIC DENTAL SERVICES INC, DBA Pacific Dental Services Inc	<input type="radio"/>	[v]	[mm/dd/yyyy] to [mm/dd/yyyy]
EXECUTIVE SELF STORAGE ASSOCL, DBA STORE N LOCK	<input type="radio"/>	[v]	[mm/dd/yyyy] to [mm/dd/yyyy]

Note: An employer must be selected before continuing. Type of Employment and Dates of Employment are required for the selected employer and all Military / Federal employers.

- If you arrive on the “Next to Last Employer” screen, select and complete information for your next-to-last employer on the "Next to Last Employer" if appropriate. Then click the **Next** button.
  - Recall that you will need to also provide information on the next to last employer if you meet any of the following criteria:
    - You did work for two on call assignments in the last 16 weeks
    - You did work for two temporary assignments in the last 16 weeks
    - You did work for two different employers in the last 16 weeks
    - You did not work more than 16 weeks at the last employer
  - If you did not arrive on this screen, then skip to the next step.

8. If you arrive on the "Collect Separation Information" screen, click the **Provide Additional Information** link to complete it for each employer in the same manner as when you filed your initial claim.
  - Note that each employer has an **Edit** link in case you need to return to the previous screen to change your answers.

9. If you arrive on the "Separation" screen, answer the questions related to the employer listed on the screen and then click the **Next** button

10. If you arrive on the "Other Separation" screen, answer the questions listed on the screen.

- click the **Next** button

11. Complete the "Work Search" screen in the same manner as when you filed your initial claim. (Note that you would have come directly to this screen from the "Reactivate Claim" screen if you were simply reactivating a claim and not filing an Additional Claim.)

- Click the **Next** button.

Good Morning Wednesday, February 14, 2018

[Help](#) | [Contact](#) | [Resources](#) | [Logoff](#)

APPLY FOR BENEFITS: SUMMARY

CLAIMANT ID:

Please carefully review each section of the information you have provided. If you need to change information, click the **Edit** button for that section.

Personal Information

Date of Birth:	Gender:	Female
First Name:	Mothers Maiden Name:	HALL
Last Name:	Withhold Federal Tax?	No
Middle Initial:	Number of Additional Household Members that Provide Income to the Home:	0
Suffix:	Are you required to pay Child Support?	No
Other Last Name Used (1):	Child Support City:	
Other Last Name Used (2):	Child Support State:	
Other Last Name Used (3):	Child Support County:	

Edit

Country:	USA
Mailing Address:	Mailing Address City: Las Vegas
Mailing Address State: Nevada	Mailing Address Zip: 89115
Residential Address Country:	
Residential Address:	Residential Address City:
Residential Address State:	Residential Address Zip:
Closest JobConnect Office:	Commuter:

Edit

Primary Phone: Ext:	Alternate Phone: Ext:
Cell Phone:	Fax Number:
E-mail Address:	Preferred Contact Method: Mail

Edit

Highest Grade Completed: 19 - Higher Ed Seven or More	Disabled: No
Degree Completed: Twelfth Grade - HS Graduate OR Disabled w/ Cert / IEP	Veteran: No
Race: White	U.S. Citizen: Yes
Ethnicity: Not Hispanic or Latino	Alien Registration Number:
Preferred Language: English	Alien Registration Expiration Date:

Edit

Eligibility

Have you worked?	Yes
Are you self-employed?	No

12. Review the "Summary" screen in the same manner as when you filed your initial claim, and use the **Edit** buttons if you need to make any corrections.

- It is recommended that you print this screen for your records.
- Click the **Next** button.

Good Morning Wednesday, February 14, 2018

**APPLY FOR BENEFITS: SUBMIT CLAIM**

Help | Contact | Resources | Logoff

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- ▶ Reactivate Filing
- ▶ Employment
- ▶ Separation
- ▶ Other
- ▶ Work Search
- ▶ Summary
- ▶ **Submit**
- ▶ Confirmation

CLAIMANT ID:

Claim Effective Date : 02/11/2018 Print

**WARNING**  
**IMPORTANT UNEMPLOYMENT INSURANCE INFORMATION**

Unemployment Insurance Fraud is a felony in Nevada. You must be fully or partially unemployed as well as able and available for work in order to receive Unemployment Insurance Benefits. If you commit fraud, you will be subject to significant financial and administrative penalties, and may be prosecuted. Remember to report any work and all income from any source for each week you claim a benefit payment.

Yes, I understand giving false statements or withholding information in order to receive Unemployment Insurance Benefits constitutes fraud.  
 No, I will contact the [telephone claim center](#) to ensure I understand.

**Benefits Rights and Information**

For a full description of Benefits, Rights and Information [click here](#) to read the Nevada Unemployment Insurance Facts for Claimants Handbook. You may print the handbook if you wish.

I understand I must read the information in the Nevada Unemployment Insurance Facts for Claimants Handbook.  
 I understand failure to read the Nevada Unemployment Insurance Facts for Claimants Handbook does not relieve me of my claim filing responsibilities and does not serve as an excuse to prevent being found ineligible for benefits if I do not meet my responsibilities.  
 By clicking the **"Yes, I agree-File my claim"** button below, I am agreeing to the responsibilities within the Nevada Unemployment Insurance Facts for Claimants Handbook and understand the penalties for falsification.  
 I would like a Nevada Unemployment Insurance Facts for Claimants Handbook mailed to me

**Backdating Claims**

Nevada Unemployment Insurance Claims become effective on the Sunday of the week in which they are filed. Your claim is effective 02/11/2018

A claim for unemployment insurance benefits is effective the Sunday of the week in which you file the claim. If you wish to request benefit payment for any previous claim weeks in which you were unemployed, you may continue to file your claim electronically to complete the filing process. To establish the backdate for the prior weeks, you will need to contact the Telephone Claim Center and speak with a representative. Northern Claim Center 775-684-0350. Southern Claim Center 702-486-0350.

If you are requesting a backdate of your claim, you will need to file weekly claims for benefits while waiting for a decision on eligibility. Your claim will be on hold and no benefit payments will be issued until the backdate request is resolved.

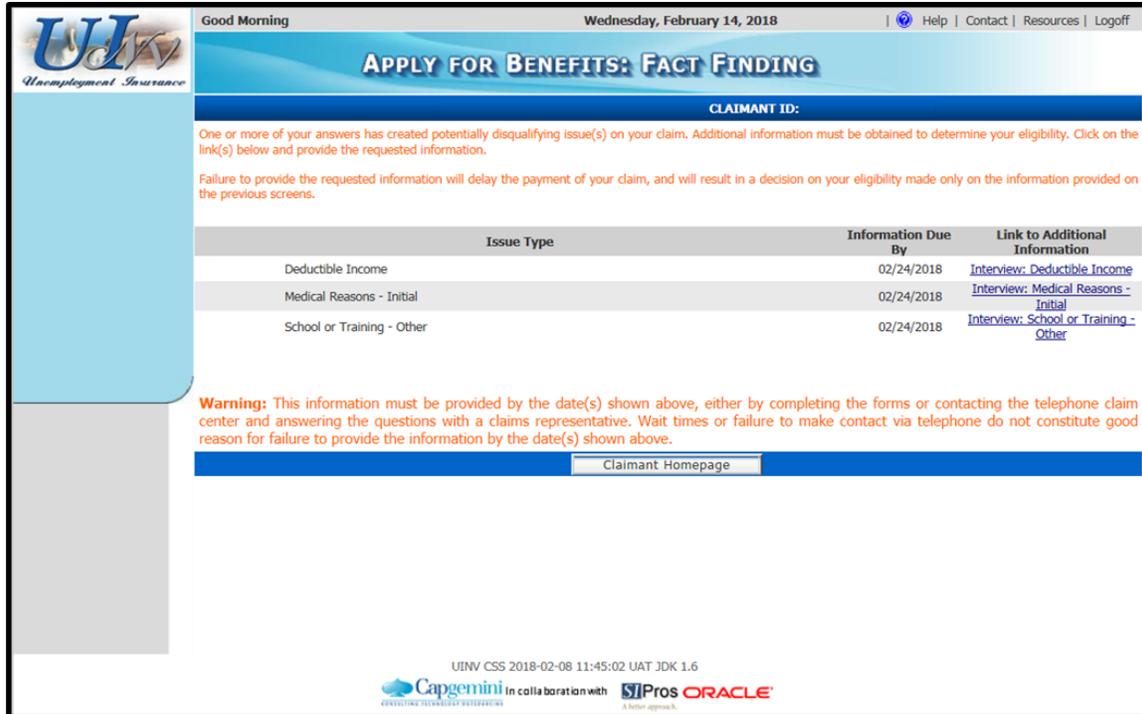
**NAC 612.110 (1c) states in part...** In no case may a claim be predated more than 2 weeks preceding the week in which the claim is actually filed.

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In collaboration with

13. Review and complete the "Submit Claim" screen in the same manner as when you filed your initial claim.

- As when you filed your initial claim, you should print this information if you would like a copy for your records.
- Click the **Yes, I agree-File my Claim** button.



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## APPLY FOR BENEFITS: FACT FINDING

CLAIMANT ID:

One or more of your answers has created potentially disqualifying issue(s) on your claim. Additional information must be obtained to determine your eligibility. Click on the link(s) below and provide the requested information.

Failure to provide the requested information will delay the payment of your claim, and will result in a decision on your eligibility made only on the information provided on the previous screens.

Issue Type	Information Due By	Link to Additional Information
Deductible Income	02/24/2018	<a href="#">Interview: Deductible Income</a>
Medical Reasons - Initial	02/24/2018	<a href="#">Interview: Medical Reasons - Initial</a>
School or Training - Other	02/24/2018	<a href="#">Interview: School or Training - Other</a>

**Warning:** This information must be provided by the date(s) shown above, either by completing the forms or contacting the telephone claim center and answering the questions with a claims representative. Wait times or failure to make contact via telephone do not constitute good reason for failure to provide the information by the date(s) shown above.

[Claimant Homepage](#)

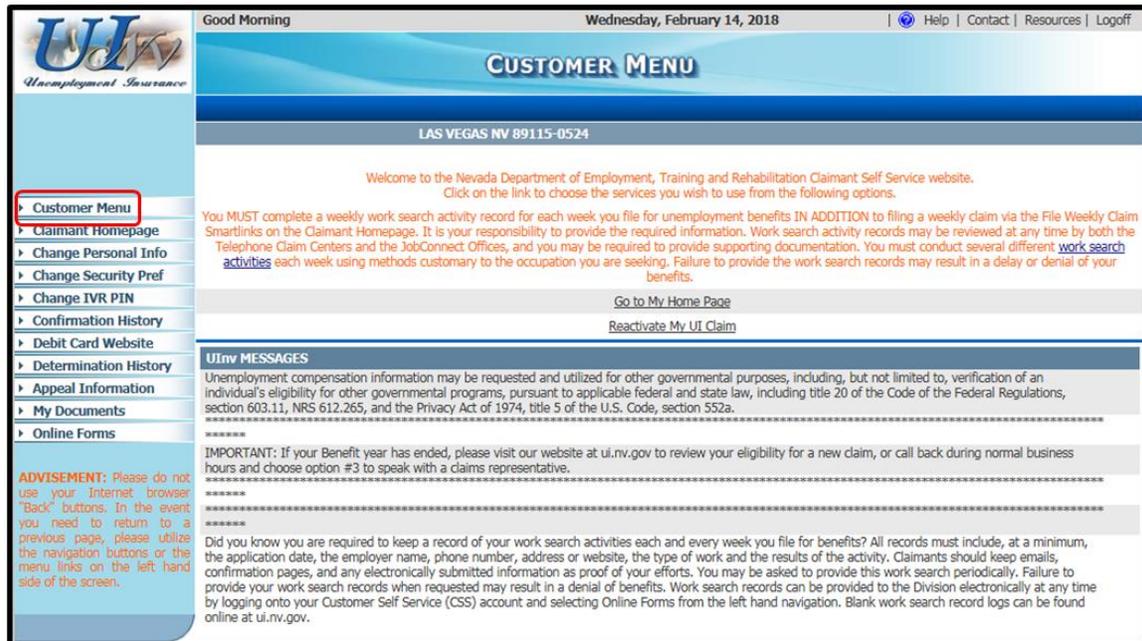
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 In collaboration with  

14. If there are any issues, you may need to complete additional fact finding (as indicated by one or more links under the "Link to Additional Information" column).
- If you see one or more links, click on them one at a time and answer any questions, clicking the **Submit** button to advance from screen to screen. Continue answering any questions until you arrive on the fact finding "Summary" screen.
  - If there are no issues with your claim (or once you complete any necessary fact finding), you will arrive on the "File Claim Confirmation" screen and receive a confirmation number.
  - After filing your claim, if desired, you can view information about your reactivate request by clicking the **Claimant Homepage** link on the left of the screen and clicking the **View** link related to your claim. Doing so will open the "Reactivate History" screen.

## Additional CSS Functionality

This section provides an overview of the functions and various types of information available on CSS using the options on the left-hand menu.

### The Customer Menu



The screenshot shows the 'Customer Menu' page. On the left, a navigation menu lists options such as 'Customer Menu', 'Claimant Homepage', 'Change Personal Info', 'Change Security Pref', 'Change IVR PIN', 'Confirmation History', 'Debit Card Website', 'Determination History', 'Appeal Information', 'My Documents', and 'Online Forms'. The 'Customer Menu' option is highlighted with a red box. The main content area features a blue header with 'CUSTOMER MENU' and 'LAS VEGAS NV 89115-0524'. Below this is a welcome message and a requirement to complete weekly work search activity records. Links for 'Go to My Home Page' and 'Reactivate My UI Claim' are visible. A section titled 'UIInv MESSAGES' contains important notices regarding benefit eligibility and work search requirements.

Each time you log into CSS, you arrive on the "Customer Menu" screen (you can also get back to this screen by clicking the **Customer Menu** option on the left-hand menu). Depending on the status of your account, you may see one or more of the following links:

- Go to My HomePage
- Go to JobConnect
- File weekly claim
- Reactivate my UI Claim
- Please contact DETR to file your TRA claim
- Apply for Extended Benefits
- Benefits Held – Provide Additional Information (If you see this link, you should click on it and answer any questions the system may ask in order to prevent a possible delay in the processing of your claim.)
- From time to time, the Division may also display messages on this screen such as hours of operation or special holiday schedules.

## The Claimant Homepage

Good Morning Wednesday, February 14, 2018 | Help | Contact | Resources | Logoff

### CLAIMANT HOMEPAGE

CLAIMANT ID: LAS VEGAS NV 89115 -0524 [Change Personal Info](#)

CLAIMS										
Program	Effective Date	View Claim History End Date	Maximum Benefit Amount	Weekly Benefit Amount	Total Amount Paid	Status	Confirmation Number	View Initial Claim Summary	View Reactivate History	Remaining Balance Amount
UI	11/12/2017	<a href="#">11/10/2018</a>	922.00	65.00	325.00	Open	7194341	<a href="#">View</a>	<a href="#">View</a>	597.00

PAYMENTS		ISSUES DELAYING PAYMENT		
Date Issued	Amount Paid	Issue	Complete By	Note
<a href="#">12/27/2017</a>	65.00	Deductible Income	02/24/2018	<a href="#">Interview: Deductible Income</a>
<a href="#">12/18/2017</a>	65.00	Medical Reasons - Initial	02/24/2018	<a href="#">Interview: Medical Reasons - Initial</a>
<a href="#">12/12/2017</a>	65.00	School or Training - Other	02/24/2018	<a href="#">Interview: School or Training - Other</a>
<a href="#">12/06/2017</a>	130.00			

ADVICE: Please do not use your Internet browser "Back" buttons. In the event you need to return to a previous page, please utilize the navigation buttons or the menu links on the left hand side of the screen.

Debit card payments may take up to 72 hours from date filed to post to your card. For information on direct deposit, please contact the Visa Debit Card call center.

SMARTLINKS  
[View my 1099G](#)

Looking for additional information?  
The Unemployment Information Home Page contains links to Frequently Asked Questions, Employment Services, Handbooks, Debit Card Information, Veterans Programs, and much more!

The "Claimant Homepage" is your "dashboard" that provides an overview of your claim history, payment history, messages, any outstanding fact finding (unresolved questions needed to help determine your eligibility), and other information. From this screen you can navigate to other detail pages and update your registration information.

- You can click the **Change Personal Info** link if you need to update your name, address, or email information.
- The "Claims" section displays an overview of your claim filing history. It contains links to the summary of your initial claim answers, as well as any additional or reactivated claims that have been filed.
- If you have an overpayment on your account, the amount you owe will be listed to the right of the "Claims" header line with a **Pay this Now** link.
- Clicking on a claim's date under the **View Claim History End Date** column opens the "Claim History" screen. That screen displays specific information for the claim selected, including the amount you were paid, your remaining balance, and any overpayment balance you may have on your account. It also contains "View Claim Answers" links where you can view the answers you provided when you filed the weekly claim for each week.
- The "Payments" section contains a list of your payment history. For any payments listed, you can click the link to see additional information.
- The "Issues Delaying Payment" section lists any outstanding issues on your account. Those having a blue, underlined "hyperlink" indicate outstanding fact finding questions you need to resolve by the **Due Date** listed.

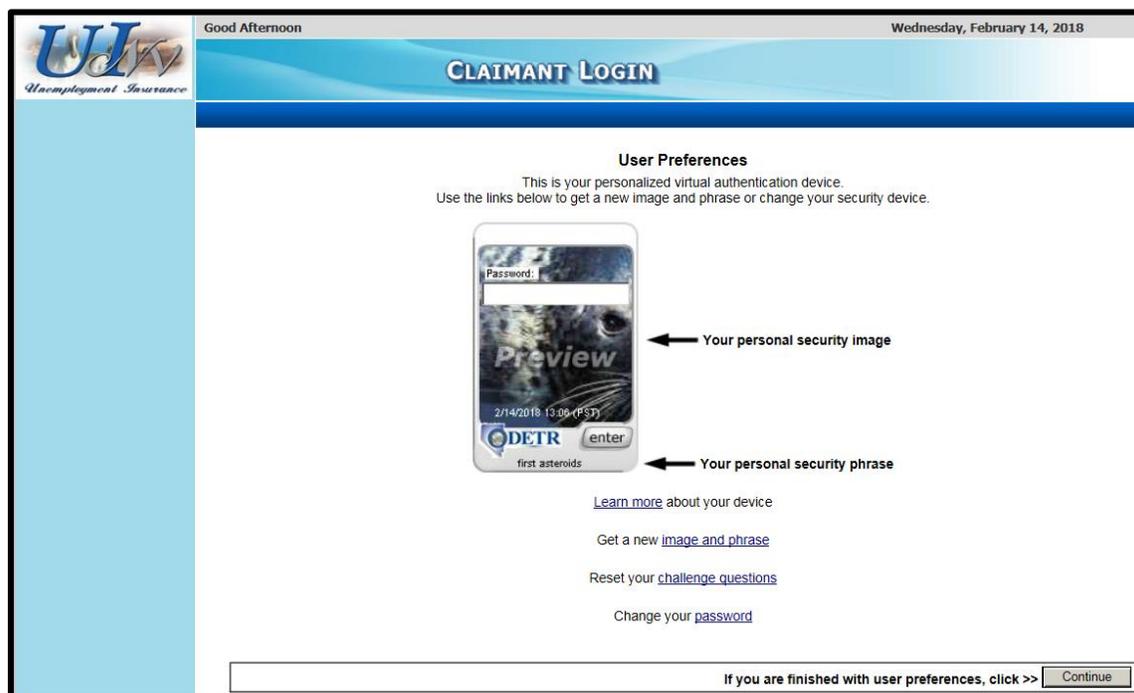
- Depending on the status of your account the "Smart Links" section may contain links to reactivate a claim, file special program claims, file a weekly claim certification, view your 1099-G, etc.

## Changing Your Personal Information



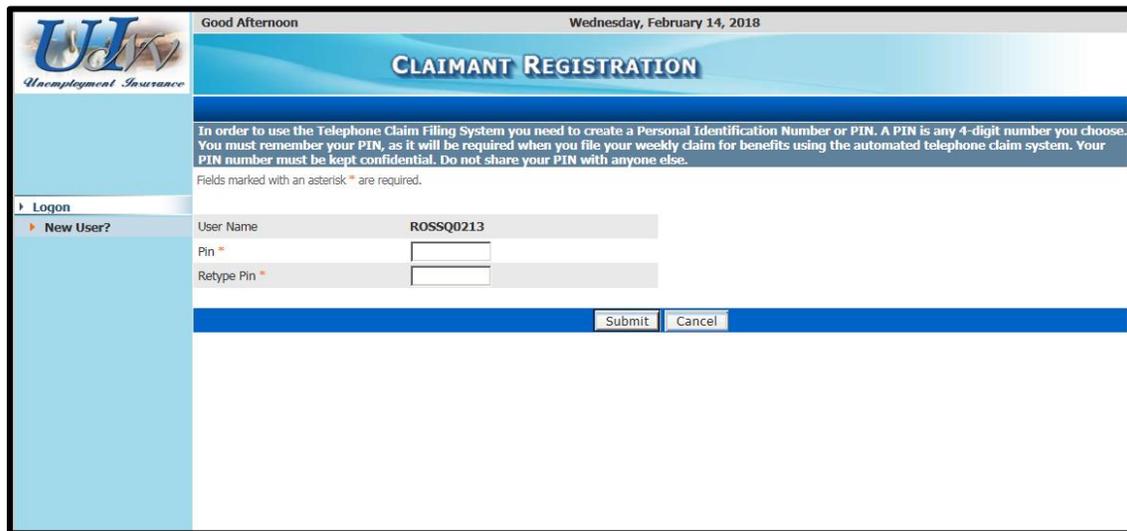
The "Change Personal Information" screen contains links that allow you to access the screens you originally completed during your registration process, in the event you need to update any of your registration information.

## Changing Your Security Preferences



Clicking the **Change Security Preferences** link from the left-hand menu will bring you to screens where you can make changes to your security image and phrase, challenge questions, or password.

## Changing Your IVR PIN



Good Afternoon Wednesday, February 14, 2018

### CLAIMANT REGISTRATION

In order to use the Telephone Claim Filing System you need to create a Personal Identification Number or PIN. A PIN is any 4-digit number you choose. You must remember your PIN, as it will be required when you file your weekly claim for benefits using the automated telephone claim system. Your PIN number must be kept confidential. Do not share your PIN with anyone else.

Fields marked with an asterisk \* are required.

Logon  
New User?

User Name ROSSQ0213

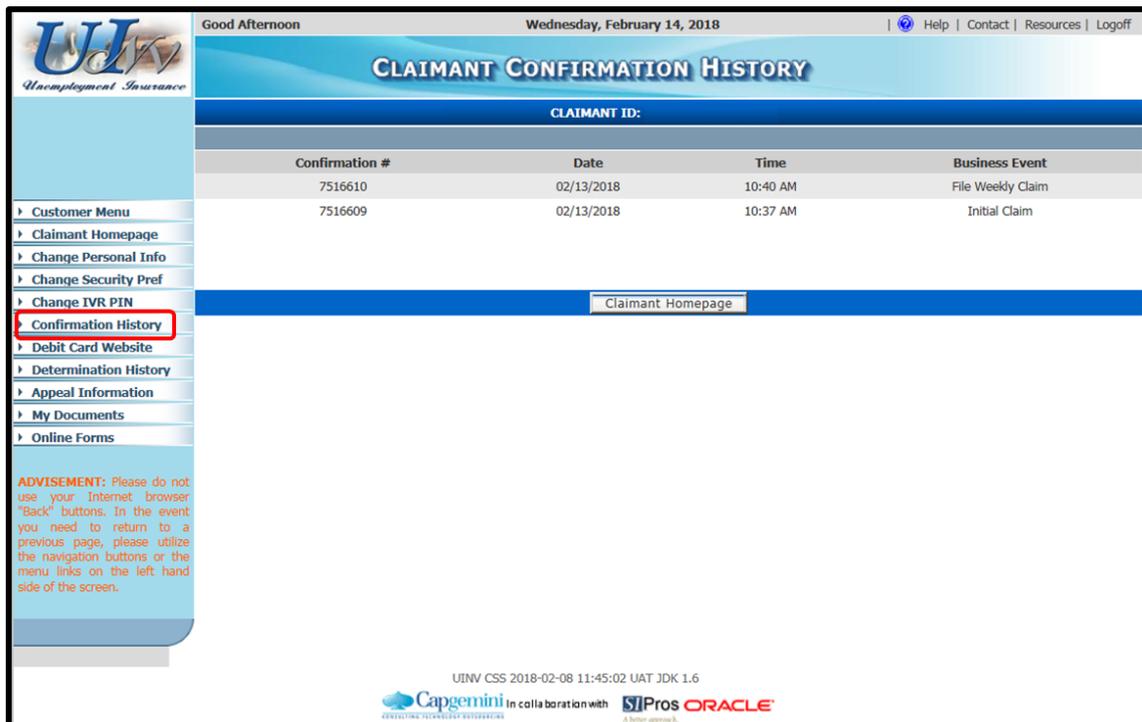
Pin \*

Retype Pin \*

Submit Cancel

Clicking the [Change IVR PIN](#) link from the left-hand menu will bring you to a screen where you can change your telephone PIN.

## Viewing Your Confirmation History



Good Afternoon Wednesday, February 14, 2018 Help | Contact | Resources | Logoff

### CLAIMANT CONFIRMATION HISTORY

CLAIMANT ID:

Confirmation #	Date	Time	Business Event
7516610	02/13/2018	10:40 AM	File Weekly Claim
7516609	02/13/2018	10:37 AM	Initial Claim

Customer Menu  
Claimant Homepage  
Change Personal Info  
Change Security Pref  
Change IVR PIN  
**Confirmation History**  
Debit Card Website  
Determination History  
Appeal Information  
My Documents  
Online Forms

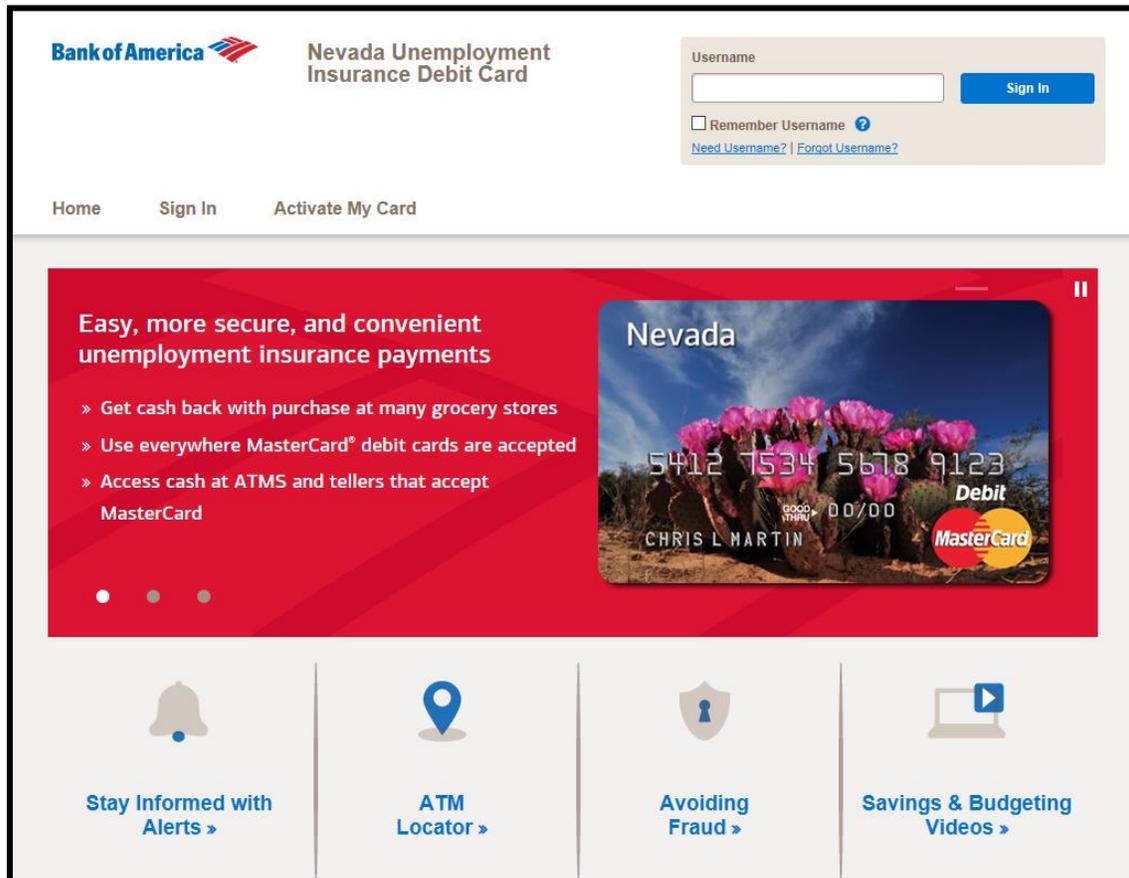
Claimant Homepage

ADVISEMENT: Please do not use your Internet browser "Back" buttons. In the event you need to return to a previous page, please utilize the navigation buttons or the menu links on the left hand side of the screen.

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Capgemini in collaboration with S/Pros ORACLE

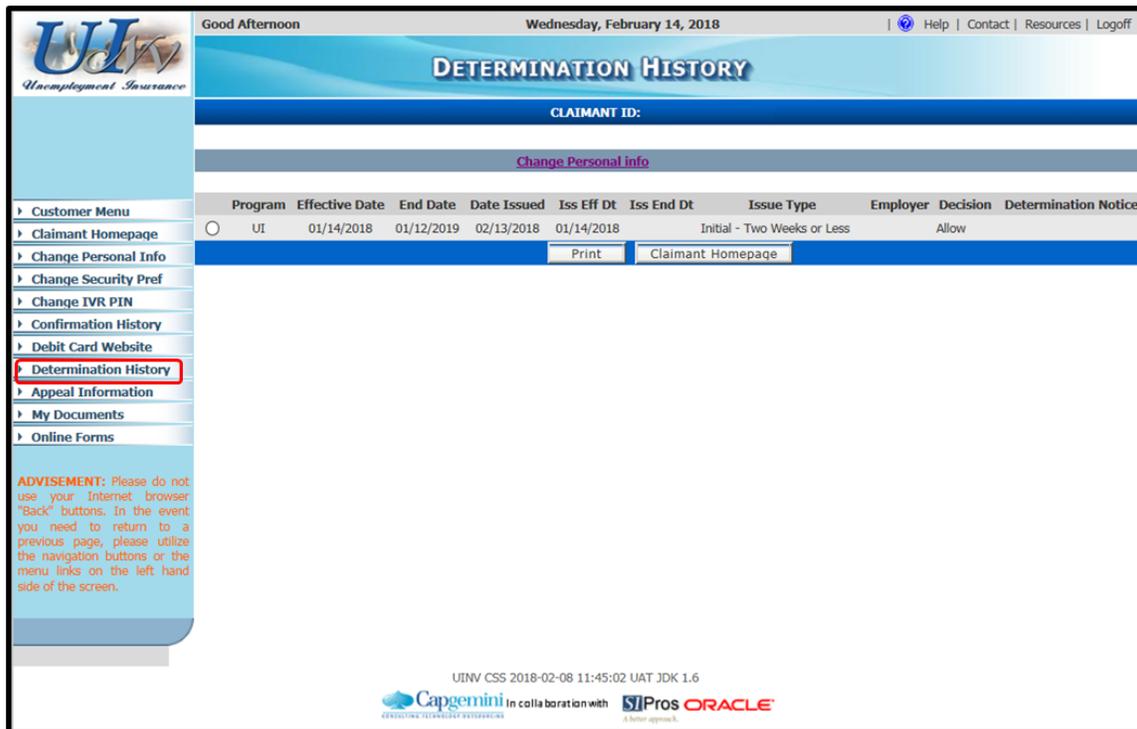
The "Claimant Confirmation History" screen lists any actions performed on your account, along with the date and time they occurred, and the confirmation number associated with the action. This is a useful screen when you have a question about whether an action has been successfully completed on your account.

## Accessing the Debit Card Website



Clicking the **Debit Card Website** link from the left-hand menu opens the "Bank of America Nevada Unemployment Insurance Debit Card" website in a new window. Enter your login information to access information concerning your UI debit card.

## Viewing Your Determination History



Good Afternoon      Wednesday, February 14, 2018      | Help | Contact | Resources | Logoff

### DETERMINATION HISTORY

CLAIMANT ID:

[Change Personal info](#)

Program	Effective Date	End Date	Date Issued	Iss Eff Dt	Iss End Dt	Issue Type	Employer	Decision	Determination Notice
UI	01/14/2018	01/12/2019	02/13/2018	01/14/2018		Initial - Two Weeks or Less		Allow	

**ADVICE:** Please do not use your Internet browser "Back" buttons. In the event you need to return to a previous page, please utilize the navigation buttons or the menu links on the left hand side of the screen.

UINW CSS 2018-02-08 11:45:02 UAT JDK 1.6

Capgemini in collaboration with SIPros ORACLE

The "Determination History" screen displays a list of all issue determinations that have been made on your claim.

- You can select to view an image of a determination notice by clicking on its link.
- There are buttons available to print your list of determinations and access your homepage.

## Viewing Your Appeal Information

Good Afternoon Wednesday, February 14, 2018 | Help | Contact | Resources | Logoff

### APPEAL INFORMATION

CLAIMANT ID:  
HENDERSON NV 89011 -2671

\* Appeals in open pending status are displayed below.  
Those Appeals in Closed, Dismissed or Withdrawn status are not displayed.

**Appeals History**

Appeal ID	Appeal Date	Claimant	Employer	Status	Level
59061	01/16/2018	DANIEL	WYNN LAS VEGAS LLC	Scheduled	Appellate

**Schedule Details**

Hearing Method : In Person      Hearing Location : In Person      Hearing Official : CONNIE GRIMBLE  
Hearing Date : 02/14/2018      Scheduled Start Time : 08:15 AM

**Hearing Issues**

Issues	Status	Appellant
Discharge for Misconduct - Other	Scheduled	Claimant

**Hearing Participants**

Name	Type	OnBehalf	Method	Attendance
WYNN LAS VEGAS LLC	Employer	Employer	In Person	
DANIEL	Claimant	Claimant	In Person	

**Appeal Exhibits**

[Marked Appeal Packet](#)

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 in collaboration with

The "Appeal Information" screen displays a list of appeals associated with your claim, along with their appeal date, employer (optional), and current appeal status.

- You can select a specific appeal to display a list of the hearing history, including the hearing method, the location, date/time and the hearing official's name.
- You can then select a specific hearing record to display a list of the schedule details, hearing issues, and hearing participants (if available).
- You may view your appeal file (packet of exhibits) once your appeal hearing has been scheduled. To view, click on the *Marked Appeal Packet* or the *Proposed Exhibits* links displayed under the **Appeal Exhibits** section of the screen. A PDF will open with the hearing exhibits for your review. Once the appeal hearing has ended, the links will no longer display.

## Viewing Your Documents

Good Afternoon      Wednesday, February 14, 2018      Help | Contact | Resources | Logoff

### MY DOCUMENTS

**CLAIMANT ID:**  
HENDERSON NV 89011 -2671 [Change Personal Info](#)

This screen contains a list of all correspondence sent from DETR to you concerning your unemployment claim. It will also display any of the documents you returned to DETR that contained a DETR bar code. Clicking on the link will display that document.

**Sent by DETR**

Date Issued	Category	Correspondence
01/30/2018	Appeals	<a href="#">Notice of Hearing</a>
01/19/2018	Adjudication	<a href="#">Adjudication Scheduled Interview Letter</a>
01/10/2018	Adjudication	<a href="#">Non-Monetary Determination</a>
12/26/2017	Adjudication	<a href="#">Adjudication Scheduled Interview Letter</a>
12/26/2017	Monetary	<a href="#">Notice of Monetary Determination</a>

**Received at DETR**

Date Received	Category	Correspondence
No Records Found		

**Fact Finding**

Date Completed	Category	Correspondence
01/29/2018	Able and Available	<a href="#">Available - Did Not Look for Work</a>
01/14/2018	Able and Available	<a href="#">School or Training - Other</a>
12/26/2017	Discharge for Misconduct	<a href="#">Other</a>
12/26/2017	Deductible Income	<a href="#">Deductible Income</a>
12/26/2017	Able and Available	<a href="#">Available - Lack of Tools or License</a>

[Claimant Homepage](#)

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The "My Documents" screen contains a list of documents related to your claim.

- The "Sent by DETR" and "Received by DETR" sections contain copies of correspondences sent to you from the Division and that the Division has received from you.
- The "Fact Finding" section contains copies of the fact finding summary screens from any dynamic fact finding you completed.
- You can click on a correspondence link to view or print an image of a document.