

Arkansas DWS Online Unemployment Insurance Employer Services

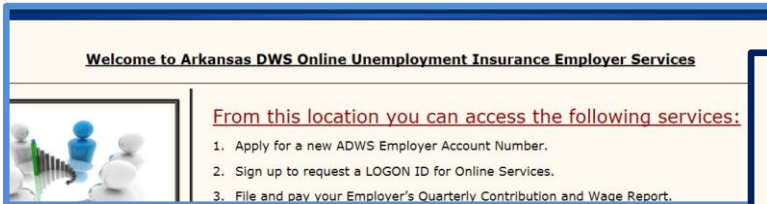
<http://dws.arkansas.gov/>

As part of Act 1040 of 2013, two new employer forms are now available online:

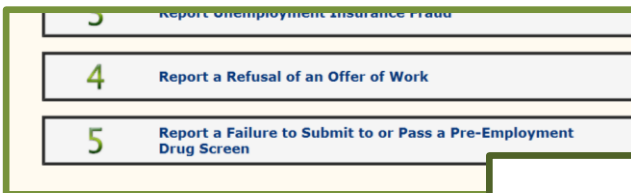
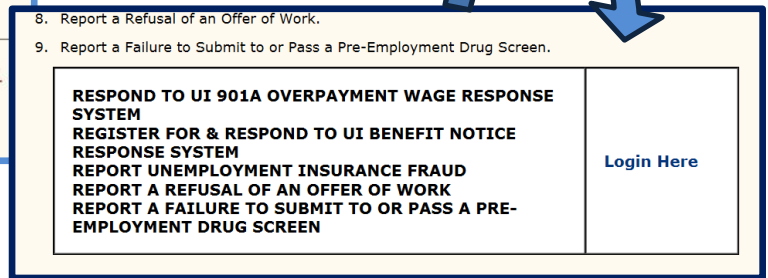
Report a Refusal of an Offer of Work

Report a Failure to Submit to or Pass a Pre-Employment Drug Screen

These two online forms will enable DWS to investigate eligibility for UI benefits when a claimant has either refused an offer of work or has failed to submit to or pass a pre-employment drug screening. Employers are encouraged to report all cases of these situations, regardless of whether the employer knows the individual is drawing benefits. Just provide us the information – we will do the rest!



Go to the DWS website, click on the Employers tab, then on the Online UI Employer Services link. At the Welcome page, choose the second login portal.



Choose either option 4 or option 5

Your selection will take you to this page. Click on the form you wish to complete either "Individuals Who Refuse Work" or "Individuals Who Fail to Submit To or Pass a Pre-Employment Drug Screen"

Reporting Individuals Who Refuse Work or Fail to Submit To or Pass a Pre-Employment Drug Screen

Individuals receiving UI benefits may be disqualified if they fail to accept offers of suitable work or if they fail to submit to, or to pass, a pre-employment DOT qualified drug screen. However, in order to investigate the possible disqualification, DWS must be notified. In many instances a job applicant that is also claiming UI benefits will not report the refusal or failure and thereby escape disqualification. The failure to report the refusal or failure is a form of UI fraud. An employer usually does not know if a job applicant is collecting UI benefits and in turn does not notify DWS of the refusal or failure. In order to help prevent this fraud and to determine if a disqualification is in order, DWS needs the help of the employer community. Please report all job refusals and failures to submit to, or failures of, pre-employment DOT qualified drug screens to DWS by clicking on "Individuals Who Refuse Work" or "Individuals Who Fail to Submit To or Pass a Pre-Employment Drug Screen". DWS will determine if the job applicant is collecting UI benefits and take action to investigate the refusal or failure.

Reporting those who have refused offers of work.

Information about individuals who have refused offers of work:

* First Name:
* Last Name:
* Address:
* City:
* State:
* ZipCode:
Birthdate:
Last four digits of SSN:
Date of Offer of Employment:
Details of Offered Employment:

Reporting those who have failed to submit to or pass pre-employment drug screens.

Information about individuals who have failed to submit to or pass a pre-employment drug screen:

* First Name:
* Last Name:
* Address:
* City:
* State:
* ZipCode:
Birthdate:
Last four digits of SSN:
Reason: Select One
Date of Pre-Employment Drug Screen:
Details of Pre-Employment Drug Screen:

Just fill in the blanks of the selected form and "Submit." It's that easy!

* ZipCode:
* Contact Person:
* Phone Number: