

# An Overview of the Appeals Process

## Reemployment Assistance Process Guide



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**Note: The time to file appeals is limited so if you receive an unfavorable determination, file your appeal before the deadline.**

### Appeal Deadlines

All appeals must be filed within 20 calendar days of the determination date, even if the date you received the determination is different. If you do not file the appeal within 20 calendar days, you still may be able to appeal depending on the reason why you could not file.

**If you receive a Notice of Disqualification or Wage Transcript and Determination from the Department of Economic Opportunity (DEO) and you disagree with their determination, you can appeal.**

### Incorrect Wage Transcript and Determination

If the Wage Transcript and Determination does not include all your employment or if it does not accurately reflect the wages you received, you can appeal by requesting a Monetary Reconsideration.

### Request a Monetary Reconsideration

- Gather documents that show your earnings during the specified period on your determination letter. Documents can include pay stubs or tax returns.
- Login to CONNECT at <https://connect.myflorida.com/Claimant/Core/Login.ASPX>.
- Click on “Determination, Pending Issue and Decision Summary.”
- Under the Monetary Determinations header, find the Monetary Determination that you believe is incorrect. Please note that you cannot request reconsideration on Pending determinations because they are still under review.

- Click on the “Active” status of the Determination that you want to have reconsidered.
- On the next screen, click “View Determination.” You will then be prompted to answer some questions:
  - Do you wish to modify Florida wages?
  - Do you wish to add Florida employment? If yes, did you have paychecks issued between [date] and [date] for the employer?
  - Do you wish to delete Florida employment?
- Click “Update.”
- Click “Request for Reconsideration.”
- Add wages or employment that are missing from your monetary determination. You will be able to upload documentary proof of those wages.
- After you make the changes, click “Submit.”

Remember to continue to check your CONNECT inbox for a response on the monetary reconsideration request called a Redetermination.

## Appeal

If your Request for Monetary Determination was denied or if you disagree with a Notice of Disqualification determination, you can appeal.

**Continue claiming your weeks until a decision has been on your appeal. If you do not, additional Reemployment Assistance benefits may not be paid.**

## File Your Appeal

- You can file your appeal by one of the following ways:
  - Go to <https://floridajobs.org/Reemployment-Assistance-Service-Center/reemployment-assistance/claimants/reemployment-assistance-appeal-filing-form>
    - Answer the questions completely.
    - Check the box to confirm the information is correct.
    - Type your name in the Signature box.
    - Type the date in the Date box.
    - Enter the captcha code from the image on the screen.
    - Click Submit.

- Print and complete the form at [https://floridajobs.org/docs/default-source/reemployment-assistance-center/unemployment/ra-forms/appeals/deo\\_a100\(e\).pdf](https://floridajobs.org/docs/default-source/reemployment-assistance-center/unemployment/ra-forms/appeals/deo_a100(e).pdf); send it to DEO:
  - Send the completed form as an email attachment to [RA.AppealsClerks@deo.myflorida.com](mailto:RA.AppealsClerks@deo.myflorida.com)
  - Mail the document to:  
DEO Office of Appeals  
PO Box 5250  
Tallahassee, FL 32399-5250
  - Fax the document to 850-617-6504

## What Happens Next

- You will receive a Notice of Hearing indicating the date and time an appeals referee will be calling you for your hearing. Appeal hearings are held by telephone. If you need special accommodations in accordance with the Americans with Disabilities Act, call the number on the notice you receive.
- If you need the hearing postponed, you can request it by completing the form at [http://floridajobs.org/docs/default-source/reemployment-assistance-center/unemployment/ra-forms/appeals/deo\\_a200\(e\).pdf?sfvrsn=5d667fb0\\_2](http://floridajobs.org/docs/default-source/reemployment-assistance-center/unemployment/ra-forms/appeals/deo_a200(e).pdf?sfvrsn=5d667fb0_2). You must have good cause for the postponement and the request is solely at the discretion of the appeal referee. Supporting documentation may be requested for consideration of this request. If you do not receive notification that your hearing has been postponed, assume the request was denied and be available to attend the scheduled hearing.
- To protect your rights, you must attend the hearing even if another party (such as your former employer) filed the appeal.
- The hearing officer will call you on the day and time of your scheduled hearing. You will be on a conference call with any other involved parties (such as your former employer). The hearing is your opportunity to present all information, including verbal statements and documentation. During the hearing, you will have an opportunity to respond to questions and provide information about the issue. If there are other parties or witnesses present during the hearing, you will also be able to hear their testimony and ask them questions. If you provided or received documents for the hearing, the documents may be discussed during the hearing.

## **Witnesses**

The best witnesses are people who were present at an event and can answer specific questions about what happened.

## **Your Rights During the Hearing**

You have the right to:

- Testify on your own behalf
- Present documents and other evidence
- Question your own witnesses
- Question the opposing party's witnesses
- Examine and object to evidence presented
- Explain or refute the evidence presented
- Make a closing statement at the end of the hearing

## **How to Appeal the Appeals Referee Decision**

If you disagree with the decision, you can request review by the Reemployment Assistance Appeals Commission within 20 calendar days after the decision was distributed or mailed. Instructions for requesting review are on the appeals referee decision document. The Commission will not hold another hearing; its decision will be based on the testimony and other evidence presented to the referee and how the referee used that evidence to reach a decision.

## **Request a Review of the Reemployment Appeals Commission Decision**

You can request a review by the Reemployment Appeals Commission if you disagree with their final order. Instructions for requesting the review are on the final order. You must file the request within 20 calendar days after the decision was distributed.

## **File an Appeal in District Court**

You can also file your appeal within 30 calendar days directly in the district court of appeal where you reside or in the district court where you worked. You will not receive a new or additional hearing, and you will not be able to present evidence. However, if you filed the appeal, you can submit a "brief" showing that the decision on appeal is legally unsupported or incorrect.

For more information on how to file an appeal in district court, go to <https://floridajobs.org/Reemployment-Assistance-Service-Center/reemployment-assistance-appeals-commission/appealing-a-commission-order-to-a-district-court-of-appeal>.

## Appeals Process

For detailed information on the appeals process, visit <http://floridajobs.org/docs/default-source/reemployment-assistance-center/unemployment/ra-forms/appeals/bulletin-6e93de1ea4cbbb61cbb02aff02004f56df.pdf>.

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## Need More Help?

**Public Library:** Libraries can help with many things, including letting you use a computer, printer, copier, scanner, or fax machine. Some libraries also have staff available who may be able to help guide you through the application process.

Find your local library at <https://myfloridalibrary.com/find/>.

**Florida Department of Economic Opportunity (DEO):** You can contact DEO (<https://floridajobs.org>) online or by phone:

### Online Contact Form

To contact DEO through their online contact form:

- Go to their website at <https://www.floridajobs.org>
- Choose **Reemployment Assistance Resources**
- Choose **? Reemployment Assistance Help Center**
- Choose **I am CLAIMANT**
- Complete the form based on your question

### Call DEO

You can call the Reemployment Assistance Customer Service Center at 833-352-7759 or 850-245-7105.

DEO offers special assistance to people who do not speak English as their primary language and those who have a limited ability to read, speak, write, or understand English. They also provide special assistance to people who need help filing a claim online because of legal reasons, computer illiteracy, language barriers, or disabilities.

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*We hope that you found this information helpful. Visit our YouTube channel at <https://tinyurl.com/2naxd95v> for more videos on applying for reemployment assistance benefits in Florida.*