



Helping Oklahoma Businesses Stay Strong

Reminders

Insure Oklahoma no longer backdates applications
Backdating ended June 30.

Helpline hours

Monday-Tuesday: 8 a.m.-5 p.m.
Wednesday: 10:30 a.m.-5 p.m.
Thursday-Friday: 8 a.m.-5 p.m.

Closed on [holidays](#)

Dates to Remember

Nov. 2, 2016: Helpline closed.
Nov. 11, 2016: Helpline closed.
Nov. 24-25, 2016: Helpline closed.
Dec. 31, 2016: Deadline to submit 2015-older invoices.

In this email...

- [Submit old invoices now](#)
- [Q&A: Applying on a smartphone](#)
- [Premium share changes](#)

Submit old invoices now

If you have any invoices from 2015 or prior years, please submit them for reimbursement now. The last day these invoices will be accepted is Dec. 31, 2016. After that date, no subsidy payments will be made for old invoices.

Please remember that pre-2016 invoices will be processed manually, which may cause extended reimbursement delays.

Q&A: Applying on a smartphone

Q: Can employees apply online using their smartphones?

A: We recommend that all applicants apply online using a laptop or desktop computer. Although the online application can be accessed by many types of smartphones and tablets, the site was not intended for mobile use. Using a computer is the best way to complete the application.

Premium share changes

Please check your subsidy statements to verify the premium share amounts. They may have changed recently.

Each quarter, the Oklahoma Employment Security Commission (OESC) updates its database that contains wage

information. Insure Oklahoma uses this database to confirm wages reported by applicants. If Insure Oklahoma needs to adjust an employee's income based on updated OESC data, the premium share may also change.

OESC changes may also trigger eligibility terminations. If you are using a professional employer organization to report employee wages, this process may cause an employee's income to double in Insure Oklahoma's system, which would require adjustment.

Updates coming soon

Insure Oklahoma is working on system changes to help employers stay updated on their employees' eligibility. These changes will include communications to employers when an employee is terminated, premium shares are changed and other eligibility-related issues. The updates will be released soon.

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Questions? Call the Insure Oklahoma
Helpline at 888-365-3742.

www.insureoklahoma.org



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