

Employers - Prevent Costly UI Fraud!

Unemployment insurance (UI) fraud includes, but is not limited to an individual: filing for UI benefits while employed without reporting wages; or providing false/insufficient information to obtain or increase UI benefits. Employers play a critical role in reducing fraud by quickly and accurately reporting new hire information and substantiating employment/job applicant details with UI investigators, when requested.

To report UI fraud in Maryland, submit a **Request for Investigation of Unemployment Insurance Fraud** (labor.maryland.gov/forms/uifraudtipform.pdf) via: e-mail (ui.fraud@maryland.gov); fax (410-767-2610); or mail (**Benefit Payment Control, 1100 North Eutaw Street, Room 206, Baltimore, MD 21201**).

Maryland State Directory of New Hires

Employers who are covered under Maryland UI Law must report all new employees, re-hires, or recalled employees to a central registry; the **Maryland State Directory of New Hires** (mdnewhire.com).

The Directory of New Hires is used to protect against UI overpayments and fraud, public assistance fraud, and to assist in the enforcement of child support.

Report required information within 20 days after an employee is hired, returns to work, or is re-hired

Employers are required to report the following information in the Maryland State Directory of New Hires:

- **Employee's name and Social Security number**
- **Date of hire**
- **Salary and frequency of pay**
- **Employee's home address**
- **Whether medical benefits are available**
- **Employer's name and address**
- **Maryland UI 10-digit employer account number**
- **Federal Employer Identification Number**

Additional information is requested on a voluntary basis. To learn more, contact the **Maryland New Hire Registry Help Desk** via: phone at (410) 281-6000 or 1-(888) MDHIRES; fax at (410) 281-6004; or see mdnewhire.com.

Cooperate with UI investigators

UI claims are randomly selected for audit each year. During an audit, employers may be asked to substantiate employment information, including past or present wages, reason for separation or reduced hours, and job search information reported by a claimant.

Investigations are conducted by phone, e-mail, postal mail, or fax. Certain items may require an employer's signature.