

**COURT OF COMMON PLEAS OF WASHINGTON COUNTY
TWENTY-SEVENTH JUDICIAL DISTRICT OF PENNSYLVANIA
DOMESTIC RELATIONS SECTION**

Family Court Center, 29 West Cherry Avenue, Suite 311
WASHINGTON, PENNSYLVANIA 15301

1) Health reasons related to Covid-19:

-If you are unable to work due to contracting Covid-19/coronavirus or you are under quarantine due to a suspected case, please contact your primary care doctor. We can provide you with a doctor's verification form for your physician to fill out.

-If you are not under doctor's orders but have been instructed by your employer to stay home due to an illness, we will need documentation from your employer stating exactly how long you will be expected to remain away from your place of work without pay. Please include things like if you are expected by your employer to be tested for the virus, if you are going to/able to file for unemployment.

2) Layoff/furlough and Unemployment:

Please alert us if this is a temporary layoff/furlough, or if this may be permanent.

When filing for unemployment here is what you need to gather before you get started;

Personal Information:

- SSN
- Home address and mailing address (if different)
- Telephone number
- Valid email
- PIN - Personal Identification Number (optional)- If you have previously filed a UC claim using your previous PIN can prevent you from having to re-enter information
- Direct deposit bank information (optional) - bank name, address, account and routing number.

Information about Separating Employer:

- Employer's name, address and phone number
- Employer's PA UC account number (if known)
- First and last day worked with employer
- Reason for leaving
- Pension or severance package information (if applicable)

To file for unemployment compensation benefits please follow this link:
<https://www.uc.pa.gov/unemployment-benefits/file/Pages/Filing%20Instructions.aspx>

-Read over the material, and to file an initial claim online click on the blue button marked "filing an initial claim" on the right hand side of the page

-Read of the information on this page, then click on the blue button at the bottom of the page that says "File an Claim"

-Click on either "view in English" or "view in Spanish", whichever is appropriate.

-Continue to follow this line, fill out all required information, and if you have any questions please contact your local unemployment office.

-Below is an example of how to utilize the unemployment online filing system.



***If you are having trouble reaching someone via phone, or utilizing a website, try off hours (early in the morning or later at night).**

3) Temporary Assistance for Needy Families also known as TANF (cash assistance, SNAP and Medical Assistance Benefits) [SNAP is also known as food stamps]

Further information can be seen at the TANF website:

<https://www.dhs.pa.gov/Services/Assistance/Pages/TANF.aspx>

-The eligibility requirements are listed under the heading "Are You Eligible?"

-there are 2 available option to apply without going to your local county assistance office/DHS/DPW/welfare office. Both are listed on the TANF website above under the heading "how to apply". To apply online click where it says "compass". To apply by mail, chose one of the 2 options located under this same "how to apply" heading, below APPLICATIONS.

A more direct, but less descriptive link to apply is to head directly to the compass page that is linked to on the DHS link above.

<https://www.compass.state.pa.us/compass.web/Public/CMPHome>

See example below:

The screenshot displays the Pennsylvania COMPASS website interface. At the top, there is a navigation bar with the COMPASS logo and the tagline "CLICK. APPLY. BENEFIT.". The navigation menu includes "WHAT WE OFFER", "HELPFUL LINKS", "ABOUT", "CONTACT US", and "LOGIN / REGISTER". Below the navigation bar, a progress bar shows the application steps: "Getting Started", "Apply", "Next Steps", "Submit", and "Confirmation". The "Apply" step is currently active. Below the progress bar, there is a section titled "What To Expect" with links for "Setup", "Returning Users", "Password", and "Warning". A privacy notice is displayed, stating: "We will keep your information private as required by law. Everything you enter in this application will be kept confidential and will be used to administer benefits only. As part of the application process, we may need to retrieve information about you from third party electronic data sources. We will use the information provided by you and the electronic data sources to check your eligibility for benefits only." The notice includes links to the "Privacy Policy", "HIPAA Notice of Privacy Practices", and "Rights and Responsibilities". Below the privacy notice, there is a question: "What information do I need to complete this application?". A blue "NEXT" button is located at the bottom right of the page.

4) Self-employed, Independent contractors, Gig workers, Clergy and those working for religious organizations, People without sufficient work history to qualify for regular UC

Pennsylvania is now accepting applications for the Pandemic Unemployment Assistance Benefits Program (PUA).

This program is for the self-employed, independent contractors, gig workers and others who are not eligible for regular unemployment compensation (UC).

Who should file for PUA?

Eligible individuals who have been negatively impacted by COVID-19 and work in the following settings:

Self-employed

Independent contractors

Gig workers

Clergy and those working for religious organizations

People without sufficient work history to qualify for regular UC

To file, use the link below:

<https://www.uc.pa.gov/unemployment-benefits/file/Pages/Filing-for-PUA.aspx>

5) Food pantry locations:

<https://www.gwcfb.org/food-pantry-locations>

6) List of employers that are hiring immediately (list is growing all the time):

This information may be useful for case members whose employment and financial stability has been effected by the Covid-19 Pandemic.

<https://www.pacareerlink.pa.gov/jponline/JobSeeker/COVID19Employment?KhM4ofgbILhey9hC2L8jlnL@A5dpcBgRgFThmO27TPQ-OgY72yOnKPhVuXDJpNAEERDLXYfTexdF8S9qkI0LMCqXQEDu7L2E>