

New hire reporting

Purpose of new hire reporting and reporting requirements

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA) requires employers to report certain information on their newly hired employees to a designated state agency.

On December 8, 2010, President Obama signed the Claims Resolution Act (Public Law 111-291) into law, which resolves several claims against the government and extends the Temporary Assistance for Needy Families and related programs. The law also makes reforms to the Unemployment Insurance (UI) program, including the requirement that employers report to the State Directory of New Hires (SDNH) the date that an employee first performs services for pay. This is an anti-fraud measure aimed at reducing the number of overpayments to individuals receiving UI benefits. The law amends section 453 A of the Social Security Act effective June 8, 2011, and the new SDNH reporting requirement go into effect on that day.

The Oklahoma Employment Security Commission (OESC) is the designated state agency in Oklahoma that receives these new hire reports. The Child Support Enforcement Division (CSED) of the Oklahoma Department of Human Services is the repository for Oklahoma's directory of new hires. Many states have selected their child support program as the designated state agency to receive the new hire reports. The Oklahoma Legislature determined that since employers are accustomed to reporting quarterly wage data to OESC, it would be less burdensome for employers to report their new hire reports to OESC as well. OESC and CSED have partnered together to develop the OES-112, New Hire Reporting Form, data file layout and a pamphlet.

New hire reporting

New hire reporting is a process by which employers report information on newly hired employees to OESC shortly after the date of hire. New hires must be reported within 20 days of the employee's start date of performing services. The Date of Hire is being redefined to mean the date that an employee actually started performing services instead of the date they are hired.

Employers play a key role in this important program by reporting all newly hired employees to OESC which then forwards all new hire reporting information to the Oklahoma CSED.