EMPLOYER SELF SERVICE (ESS) FAILURE TO MAINTAIN CONTACT WITH A TEMPORARY SERVICE GUIDE

Employer Self-Service Log In	
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	User Name Entrier Line Name Passand Entrier Transme
	Login

To login to the ESS Portal Account, select the Username/Password option. Once the information is entered, click the Login Button.

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Actions Required			WASE AUDIT NOTICE	NOTICE OF SEPARATION	Account Information			
Wew Recent Correspondence		۵	0	29	EVPLOYER NAME MAILING ADDRESS			
	Respond to Additional Information for Claims Issues	۵	Accounts		PREFERRED CONTACT METHOD			
Oct 04	Respond to Wage Audit 📎		TAX ACCOUNT \$3.00		TELEPHONE			
			Quick Links					
			EMPLOYMENT	EMPLOYER FILING	APPEALS			
			Refusal of job Offer Employer Separation Separation History Failure to Maintain Contact	File Claim Multi Claimant Group DOCUMENTS	Appeal BENEFIT CHARGES Benefits Charges			
			Incident of Late or inadequare Responses	Media Search Correspondence	SIDES PARTICIPATION SIDES Participation Entry View SIDES Participation			

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Claimant's complete social security number test								_
Claimant's address 1550 gadsden st								_
Claimanf's telephone number (803) 737-0304								
AA38 Employer Inio								
Employer's name test								
Employer's SCDEW account number test								
Employer's address tost								
Employer's address 1051								

The system will display the Employer Dashboard and menu. Select the Failure to Maintain Contact link in the Quick Links section.

The system will display the Failure to Maintain Contact dynamic fact finding questionnaire.

Complete all the required information and use the Next buttons to advance to the next screens.

Review the Data Review screen.

Make any necessary correction before submitting the questionnaire and click the Submit button. To edit information from this screen, click the hyperlink of section that needs to be updated.

The system will navigate the employer back to the Emplmoyer Homepage.

South Carolina Department of
Fmployment and Workforce