## Claimant Query System (CQS)

#### Inside this issue:

Announcement

Employee Per-	2
sonal Page Log-In	

1

DOL Log-In 3

Case Status 4

Compensation 5

Bill Payment 6

Agency Listing 7

# OWCP Joins Forces with NFC's Employee Personal Page

mployees of participating agencies now have web-based access through the United States Department of Agriculture National Finance Center's (NFC) Employee Personal Page (EPP) to specific information regarding their Federal Employees' Compensation claims.

The Claimant Query System (CQS) is designed to provide injured workers with 24-hour access to their case file status; accepted conditions; address of record; compensation claim status; and compensation payments, dates, and periods covered. The CQS also provides a link to specific information on medical billings, reimbursement requests, eligibility and authorization inquiries. Future enhancements are planned to further improve usability and navigation through the site.

To access CQS, employees can go through NFC's Employee Personal Page users log in and later select the "Workers Comp" link. Then they will be redirected to CQS. Once on the CQS main page, users may query one case at a time by entering the 9-digit case file number. Only cases belonging to the user may be accessed.

The first CQS query screen provides the user's identifying information and address of record, case status, accepted conditions, continuation of pay election, and dates of coverage for Form CA-16. Links at the bottom of the page allow the user to view specific information concerning "Compensation Payments" (comprehensive

payment history) and "Compensation Tracking" (status of Forms CA-7 received). A link to "Bill Inquiry" redirects the user to the ACS Web Bill Processing Portal for queries concerning bills, reimbursements, eligibility and authorization requests. A new case file can be queried by selecting the "New Case" link. (Please note selecting this option may result in an error message. If this occurs, the user should disregard and continue the query.)

We look forward to working with other Federal agencies to expand CQS access and to include users of other personnel systems. These are just some of the agencies that are in the NFC system and thus can activate the CQS feature for their employees:

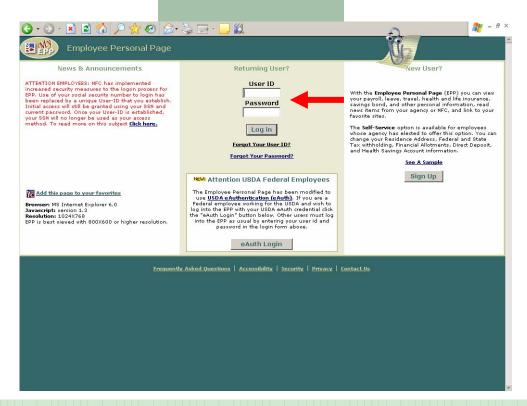
- Department of Agriculture
- Department of Commerce
- Department of Education
- Department of Homeland Security
- Department of Housing & Urban Dev.
- Department of Justice
- Department of Labor
- Department of State
- Department of Treasury

A list of all of the agencies currently subscribing to NFC's Employee Personal Page appears at the end of this newsletter.

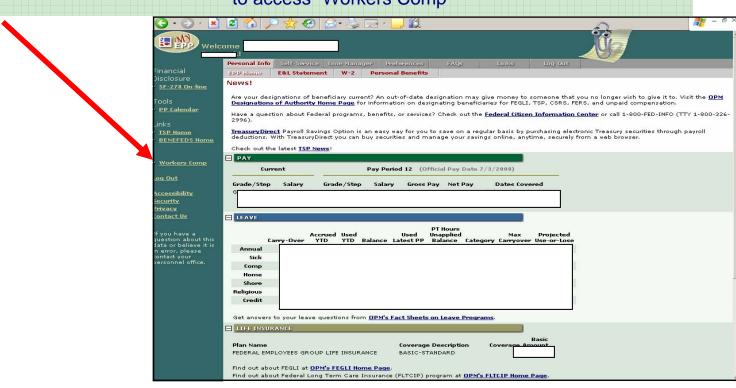
To get started, just type https://www.nfc.usda.gov/personal/ep\_wa rning.asp and once you get to the "warning" screen, click on "ACCEPT."

## Logging onto Employee Personal Page (EPP)

You will need to have your EPP User ID and Password handy

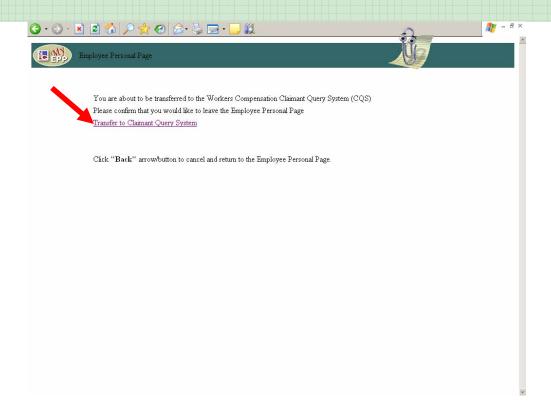


Once logged in, you will see the option (in the left hand column) to access "Workers Comp"

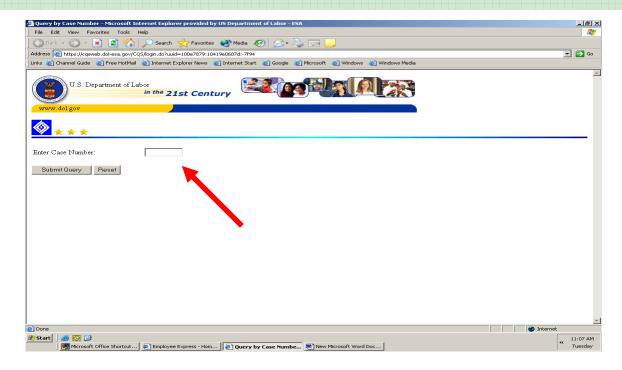


To access CQS data, you will need to leave Employee Personal Page.

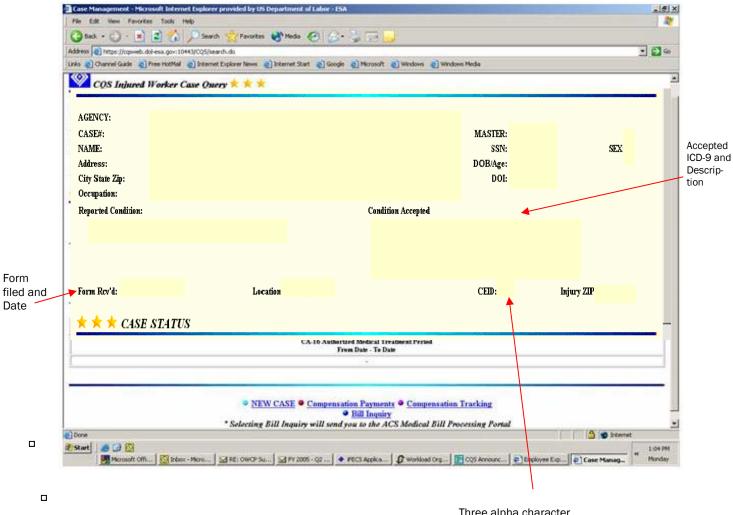
Click "Transfer to Claimant Query System" on the screen below to enter the Department of Labor database that contains your case information.



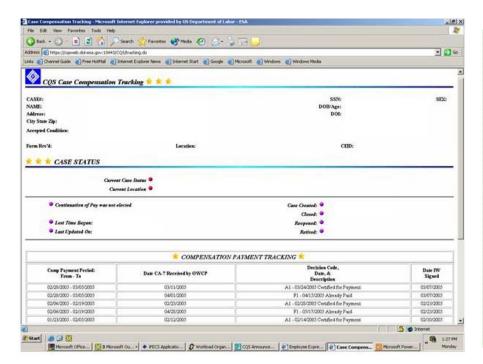
# You will need your 9-digit OWCP case file number to access your claim.



## CASE STATUS



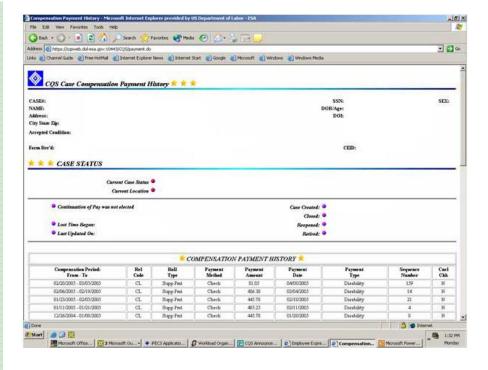
Three alpha character designation of the CE assigned to the case.



This screen shows the CA-7 claim forms that have been submitted through your employing agency. It will provide the date that they were received and show the dates covered.

You will also see a decision code and description that explains what the CA-7 was claiming and the current status of the request.

This screen shows the compensation payment history for your claim. It indicates the period of wage loss and the amount of payment issued. You will also see the date of that payment as well as a description of what kind of payment it represents.

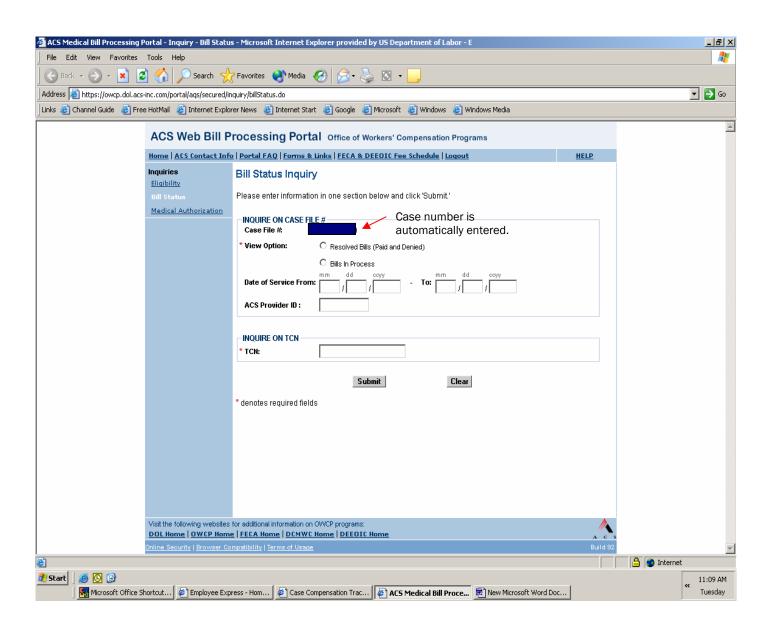


## **Bill Payment History Link to ACS**

When accessing bills through the link in CQS, you will notice that the claim number is automatically filled in and there is no need to type your date of injury and date of birth. EPP has already provided verification of your identity.

Please note, that you are limited to viewing the most recent 200 bills unless you specify a date range.

From this screen, you can also verify eligibility and check on medical authorization requests.



### **Employee Personal Page—NFC Agencies**

#### NATIONAL FINANCE CENTER AGENCIES/DEPARTMENTS:

APPALACHIAN REGIONAL COMMISSION

ARCHITECT OF THE CAPITOL ARMED FORCES RETIREMENT HOME

COMMISSION ON SECURITY & COOPERATION IN EUROPE COMMODITY FUTURES TRADING COMMISSION

CONGRESSIONAL BUDGET OFFICE
CONGRESSIONAL EXECUTIVE COMMITTEE ON THE PEOPLE'S REPUBLIC OF CHINA

CORPORATION FOR NATIONAL & COMMUNITY SERVICE COURT SERVICES & OFFENDER SUPERVISION AGENCY

DEFENSE NUCLEAR FACILITIES SAFETY BOARD DENALI COMMISSION

DEPARTMENT OF AGRICULTURE

DEPARTMENT OF COMMERCE DEPARTMENT OF EDUCATION

DEPARTMENT OF HOMELAND SECURITY DEPARTMENT OF HOUSING & URBAN DEVELOPMENT

DEPARTMENT OF JUSTICE DEPARTMENT OF LABOR

DEPARTMENT OF STATE
DEPARTMENT OF THE TREASURY

FARM CREDIT ADMINISTRATION
FARM CREDIT SYSTEM INSURANCE CORPORATION

FEDERAL COMMUNICATIONS COMMISSION FEDERAL DEPOSIT INSURANCE CORPORATION FEDERAL ELECTION COMMISSION

FEDERAL ENERGY REGULATORY COMMISSION FEDERAL HOUSING FINANCE BOARD

FEDERAL MARITIME COMMISSION

FEDERAL MEDIATION & CONCILIATION SERVICE

FEDERAL MINE SAFETY & HEALTH REVIEW COMMISSION GOVERNMENT ACCOUNTABILITY OFFICE

GOVERNMENT PRINTING OFFICE INSTITUTE OF MUSEUM & LIBRARY SERVICES

INTERAGENCY COUNCIL ON HOMELES SNESS INTER-AMERICAN FOUNDATION

INTERNATIONAL BOUNDARY & WATER COMMISSION (U.S. & MEXICO)

LIBRARY OF CONGRESS

MERIT SYSTEMS PROTECTION BOARD MILLENIUM CHALLENGE CORPORATION

NATIONAL CAPITAL PLANNING COMMISSION

NATIONAL ENDOWMENT FOR THE ARTS NATIONAL ENDOWMENT FOR THE HUMANITIES

NATIONAL FOUNDATION ON THE ARTS & THE HUMANITIES

NATIONAL GALLERY OF ART

NATIONAL GALLERY OF ART
NATIONAL LABOR RELATIONS BOARD
OCCUPATIONAL SAFETY & HEALTH REVIEW COMMISSION
OFFICE OF COMPLIANCE

OFFICE OF GOVERNMENT ETHICS PEACE CORPS

SMALL BUSINESS ADMINISTRATION SMITHSONIAN INSTITUTION

U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT

U.S. ARCHITECTURAL & TRANSPORTATION BARRIERS COMPLIANCE BOARD

U.S. BOTANIC GARDEN

Alphabetical list of current NFC agencies

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