

**Department of Personnel Administration
Memorandum**

TO: Personnel Management Liaisons (PML)

SUBJECT: Workers' Compensation – Direct Transfer of Funds for Benefit Billing	REFERENCE NUMBER: 2009-035
DATE ISSUED: 08/12/09	SUPERSEDES:

This memorandum should be forwarded to:

**Personnel Officers
Personnel Transactions Supervisors
Return-to-Work Coordinators
Health and Safety Officers**

FROM: Department of Personnel Administration
Benefits Division

CONTACT: Tracy Caldwell, Workers' Compensation Program
(916) 445-9760
Fax: (916) 324-3213
Email: tracycaldwell@dpa.ca.gov

State Compensation Insurance Fund (State Fund) has implemented a direct transfer of funds via The State Controllers' Office (SCO) for payment of benefit billings. Similar to Service Fee and Working Capital Account billings, State Fund will provide a "DO NOT PAY" file copy of the benefit billing invoice and the same detail of payment transactions that were previously sent.

Later this fiscal year, State Fund will stop mailing invoices and switch to secure e-mail attachments. Please watch for further information regarding this process.

Per the Master Agreement, Section X.C., State Fund will reduce the working capital accounts (deposits) from 16.6 percent to 9.6 percent of the annual benefit cost during the preceding July through June 30. This deposit will be credited to each department's June billing.

The new Master Agreement and updated Fiscal Year 2009-2010 Working Capital Account is available on our web site: [DPA Workers' Comp Page](#)

If you have any questions, please direct them to Dolores McCarty, State Contract Services Billing Specialist at (916) 567-7553 or djmccarty@scif.com or Tracy Caldwell.

/s/Greg Beatty

Greg Beatty, Chief
Benefits Division