

EAMS GLOSSARY

ADJ: A district office adjudication case.

ADJ PJ: The presiding judge (PJ) in the district office.

Adjourn (hearing): When a hearing is ended by the [hearing official](#) and another hearing must be scheduled before the case can be resolved.

Appeal: A request made by a case [participant](#) to change a case decision.

Cancel (hearing): The cancellation of an already scheduled hearing. This is a new term for what is currently called an order taken off calendar (OTOC).

Central Registration Unit: A maintained database of representatives and claims offices. Each name is unique, these names must be used with all EAMS forms or it may be rejected.

Client: Used to identify the primary client in the case. Essentially, this is the injured worker.

Companion case: Cases that share a common factor. The common factor can be: the same injured worker; the same date of injury (e.g. with multiple injured workers who are injured in the same accident, with an identical mechanism of injury); the same [employer](#), insurance company, or lien claimant but with different injured workers, etc.

Complete (hearing): To record the details of a hearing such as attendees, date and time of hearing. This includes any notes about the disposition of the hearing and any orders relating to the case(s) at the hearing.

Consolidated case: When there are a number of cases for an injured worker the judge will order that all evidence be filed in one case number. That evidence then serves as record for all cases involved.

Continue (hearing): This occurs when a hearing is postponed prior to the date of the hearing. It is then rescheduled for another date.

District Office: Local WCAB office where venue is established.

eForm: html based on line form that you work with via a computer and the internet. See "Flavors of EAMS" or E-forms in detail"

Employer: Used to describe any group that needs to be registered in EAMS that is an entity of more than one person.

External User: Users of EAMS that are not part of the DWC.

Hearing: This is a meeting before a [hearing official](#).

Hearing official: A judge or rehabilitation consultant.

Home: A link in EAMS that will take you back to the [home page](#).

Int: . ("Integrated Case" Unit). When filing a document in the INT Unit will cause a document to appear under all other Units in EAMS. Think of this as the umbrella unit.

Legacy files: Claims filed prior to August 25th, 2008 are EAMS files. Legacy files are all or partially paper.

Legacy form: Forms that were used before EAMS OCR forms.

Legacy system: The current system of record, like DEU's system or the WCAB online system.

Linked case: Cases that have some sort of relationship with each other are "linked" cases. Case linking is a sign cases need to be designated as [master case](#) or non-master cases.

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Master case: For the Uninsured Employers Benefit Trust Fund (UEBTF) or the Subsequent Injuries Benefit Trust Fund (SIBTF), this concept comes into effect when an injured worker has more than one case and UEBTF/SIBTF wishes to only pay on one of these cases. A master case will then be chosen as the only case for which payments can be made.

For [ADJ](#), this concept comes into effect when cases are combined and one case is selected as the master. Actions taken on cases linked to the master case are noted on the master case rather than the linked case.

Navigation: Navigation supplies related links to other screens as found on the current EAMS screen. EAMS offers both top level and left-hand navigation.

Notice comments: Comments that may be found on notices sent out to participants by EAMS.

OCR form: New EAMS forms that replaced the old Legacy forms. These forms have barcodes and special alignment so that when they are scanned the text is readable.

Participant: Either a [person](#) or [employer](#)—an entity that would be registered in EAMS. At a certain point, the user may link this person or [employer](#) to a case; in this case, the entity becomes a "case participant".

Person: The term used for any single person that needs to be listed in EAMS in order to act as a party in a case. Single-owner businesses will be listed as "[employers](#)".

Primary: There are several uses of primary and the definition needs context. "Primary client" refers to the injured worker in EAMS.

Reschedule (hearing): Setting a new date for a hearing before the original has occurred. (See: [continue](#))

Schedule (hearing): The first time a hearing is scheduled.

Status (employer): Shows whether the [employer](#) has cases that are active in EAMS.

Status (person): Shows whether the [person](#) has a case or cases that are active in EAMS. A person's status stays active until death. After that the status is closed.

Uniformed Assigned Names: These are unique names for each law firm or claims offices.

Unit: Units separate the types of documents within EAMS.