DI Office Locations and Mailing Addresses

Chico .............. 645 Salem Street
(PO Box 8190, Chico, CA 95927-8190)

Chino Hills .... 15315 Fairfield Ranch Road, Ste. 100
(PO Box 6006, City of Industry, CA 91745-0066)

Fresno .............. 2550 Mariposa Mall, Rm. 100A
(PO Box 13, Fresno, CA 93707-0013)

Long Beach .... 4100 Long Beach Blvd., Ste. 600
(PO Box 469, Long Beach, CA 90801-0469)

Los Angeles ...... 888 S. Figueroa Street, Ste. 200
(PO Box 313096, Los Angeles, CA 90051-3096)

Oakland .......... 7677 Oakpark Street, Ste. 25
(PO Box 1857, Oakland, CA 94607-1857)

Sacramento .......... 5009 Broadway
(PO Box 13140, Sacramento, CA 95813-1340)

San Bernardino .......... 371 West 3rd Street
(PO Box 781, San Bernardino, CA 92402-0781)

San Diego ....... 9246 Lightwave Avenue, Bldg. A, Ste. 100
(PO Box 120311, San Diego, CA 92112-0311)

San Francisco ...... 745 Franklin Street, Rm. 300
(PO Box 191354, San Francisco, CA 94119-354)

San Jose ............ 297 West Hedding Street
(PO Box 637, San Jose, CA 95102-1466)

Santa Ana ........ 605 West Santa Ana Blvd., Bldg. 28, Rm. 735
(PO Box 1466, Santa Ana, CA 92701-1466)

Santa Barbara .......... 126 East Ortega Street
(PO Box 1529, Santa Barbara, CA 93102-1529)

Santa Rosa ........ 606 Healdsburg Avenue
(PO Box 700, Santa Rosa, CA 95402-0700)

Stockton ............ 3127 Transworld Dr., Ste. 150
(PO Box 201006, Stockton, CA 95219-0010)

California State Government Employees
(PO Box 2168, Stockton, CA 95201-2168)

Van Nuys ........... 15400 Sherman Way, Rm. 500
(PO Box 10402, Van Nuys, CA 91401-0402)

How to Claim State Plan Benefits
1. Use SDI Online to securely file for benefits or request a paper claim form online.
   • By Internet: www.edd.ca.gov/disability.
   • By phone: 1-800-480-3287
2. When filing using SDI Online, complete all required fields. A receipt number will be generated when your claim is submitted. If using a paper Claim for Disability Insurance (DI) Benefits (DE 2501) form, complete and sign Part A-Claimant’s Statement. Print clearly, and verify your answers are complete and correct as errors delay payment.
3. Have your physician/practitioner complete the Part B - Physician/Practitioner’s Certificate online or use the paper claim form. If filing online, your physician/practitioner will need your receipt number to complete the Part B - Physician/Practitioner’s Certificate. Usually a claim cannot begin more than seven days before you were examined or under the care of a physician/practitioner. Certification may be made by a licensed medical or osteopathic physician and surgeon, nurse practitioner, physician assistant, chiropractor, dentist, podiatrist, optometrist, designated psychologist, or an authorized medical officer of a United States government facility. Certification may also be made by a licensed nurse-midwife or licensed midwife for disabilities related to normal pregnancy or childbirth.
4. File online or submit your paper claim form within 49 days from the date your disability begins. If your claim is late, you may lose benefits unless your explanation of the delay is accepted as reasonable.

DISABILITY INSURANCE PROVISIONS

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**How Benefits Are Paid**
- SDI benefits are paid electronically or by mail. You do not need to appear in person to apply or receive benefits.
- Benefits are paid via the EDD Debit Card. The EDD Debit Card works like other debit cards giving you access to funds 24 hours a day, 7 days a week, and can be used everywhere Visa® debit cards are accepted.

When your claim is received, you may be contacted through SDI Online, by phone, or by mail for additional information. Most properly completed claims are processed within 14 days.

- The first seven days of your DI claim are a non-payable waiting period. If a claim is filed for the same or related cause or condition within 60 days of the initial claim, it will be processed as a continuation of the initial claim for which a waiting period was already served. There will not be a new waiting period in such cases.

Benefits are paid as quickly as possible after all information to determine eligibility is received. If you meet all eligibility requirements, benefits will be authorized. If you are eligible for further benefits, you will be authorized for additional benefits electronically or sent a Claim For Continued Disability Benefits (DE 2500A) certification form for you to complete for the next benefit period. Usually these benefit periods are for two-week intervals. However, DI pays benefits based on daily eligibility within a seven-day calendar week. Partial weeks are paid at a daily rate. This rate is one-seventh of your weekly benefit amount. Please allow 10 days from the date you mail or electronically submit a certification for receipt of payment.

**How Your Benefit Rate is Determined**

Benefit amounts are based on wages paid during a specific 12-month base period, determined by the date your claim begins. Consider when to start your claim since this may affect your weekly benefit rate, your maximum benefit amount, and the period of your benefit eligibility. Only base period wages subject to the SDI contributions can be used in computing your benefits. To qualify, you must have earned at least $100 per your base period. The month your claim begins determines which four consecutive quarters are used.

If your claim begins in:
- January, February, or March, your base period is the 12 months ending last September 30.
- April, May, or June, your base period is the 12 months ending last December 31.
- July, August, or September, your base period is the 12 months ending last March 31.
- October, November, or December, your base period is the 12 months ending last June 30.

**Exceptions:** If your claim is determined to be invalid but you were unemployed and seeking work for 60 days or more in any quarter of your base period, you may be able to substitute wages paid in prior quarters. You may be entitled to substitute wages paid in prior quarters to either validate your claim or increase your benefit amount, if during your base period you:
- Were in the military service.
- Received workers’ compensation benefits.
- Did not work because of a labor dispute.
- If your situation fits any of the above, include a letter and supporting documentation with your claim form.

**Wage Continuation.** If your employer continues to pay you wages during your DI claim, your DI benefits may be affected. DI benefits plus wages cannot exceed your regular weekly wage. DI benefits are not affected by vacation pay you may receive.

**Maximum Benefits.** The maximum benefit amount is 52 times the weekly rate, but not more than your total base period wages. Exception: For employers and self-employed individuals who elect SDI coverage, the maximum benefit amount is 39 times the weekly rate.

Additionally, benefits are payable only for a limited period to a resident in an alcoholic or drug-free residential facility that is both licensed and certified by the state in which the facility is located. However, disabilities related to or caused by acute or chronic alcoholism or drug abuse, being medically treated, do not have this limitation.

**Continuity.** As with any medical condition, your disability period begins the first day you are unable to do your regular or customary work. DI benefits are based on the period of time your physician/practitioner certifies you are unable to do your regular or customary work. Do not send in your claim for pregnancy-related DI benefits until the date your physician/practitioner certifies you are unable to work.

**NOTE:** For information on Paid Family Leave (PFL) bonding benefits, see the “Other Programs” section of this brochure.

**You May Not Be Eligible for Benefits**
- If you are receiving Unemployment Insurance or PFL benefits.
- If you are not working or looking for work at the time your disability begins.
- If you are in custody due to conviction of a crime.
- If your full wages are paid.
- If you are receiving workers’ compensation at a weekly rate equal to or greater than your DI rate. If workers’ compensation benefits are paid at a lower rate than your DI rate, you may be paid the difference.

**For the amount of time a claim is late (without good cause).**
- If you make a false statement or fail to report a material fact. (A 30 percent penalty may be assessed if benefits are overpaid because you willfully withheld a material fact or made a false statement.)
- If you fail to attend an independent medical examination when requested. (For such examinations are paid by the EDD.)
- The California Unemployment Insurance Code provides for penalties consisting of fines, imprisonment, and loss of benefit rights for fraud against the SDI program.

**Your Rights.** You are entitled to:
- Know the reason and basis for any decision that affects your benefits.
- Appeal any decision about your eligibility for benefits. (Appeals must be sent to the DI office in writing.)
- Request an appeal hearing before an Administrative Law Judge (ALJ). You may further appeal the ALJ decision to the California Unemployment Insurance Appeals Board and the courts.
- Privacy — all claim information will be kept confidential except for the purposes allowed by law.

**Your Obligations.** Your responsibilities include:
- Complete your claim and other forms correctly, completely, and truthfully.
- Submit your claim and other forms according to time limits on forms. If your claim is submitted late and you believe you have a good reason for being late, you should include a written explanation of the reason(s) with the form.
- Contact DI if you do not understand a question or how to answer it.
- Include your name and claim identification number on all letters to DI.

**Contact DI**
- By email at https://askedd.edd.ca.gov.
- By phone at:
  - English 1-800-480-3287
  - Spanish 1-866-658-8846
- By U.S. mail addressed to PO Box 13140, Sacramento, CA 95813-3140. If you do not have a current claim, you may write to any DI office. Note: Do not mail claim forms to this PO Box.
- By TTY (teletypewriter for deaf, hearing-impaired, and speech-impaired persons only) at 1-800-563-2441.
- In person by visiting any of the DI offices listed under "DI Office Locations."