The enhancements and updates listed below will be available in the online claims system beginning on Monday, March 19th.

**General Updates to Amendments** – The fix is now in place to prevent multiple amendments from being created if the ‘Submit’ button is clicked multiple times in succession. Additionally, the issue that caused data from prior amendments to display when a new amendment is initiated has been fixed, and new amendments should now open with a blank form.

**New “Other Eligibility” Amendment** – A new Eligibility amendment option has been added for use when claimants are amending their eligibility claim for any reason other than to add new conditions. This option should be used to submit new information on presence, lawsuits, or additional information for previously denied claims. Claimants should still submit a Conditions amendment if their claim was previously denied or deactivated for lack of an eligible injury.
Updates to “Add Conditions” Amendment – With the addition of the new “Other Eligibility” amendment option, the “Add Conditions” amendment should now only be used when amending the claim to add a new condition. The opening text has been updated to provide additional guidance to claimants. Several other text changes have been made throughout the page as shown by the arrows below.
Updates to Compensation Amendments – Three new options have been added to the “Compensation Change” amendment: (1) withdraw lost earnings; (2) request consideration for the WTC Health Program Disability Evaluation Process; and (3) submit a completed WTC Health Program Disability Evaluation report. In addition, the label for the checkbox for “Medical Expenses” has been changed to “Reimbursement for Out of Pocket Medical Expenses.”

The text throughout the page has been updated with more detailed information, including what is required with the submission of each type of claimed loss. These changes result in a longer page and you will need to scroll down to see all of the options. The images below and on the next page show the expanded text and the red boxes highlight the new amendment options.
Unless you have filed a Deceased claim for lost earnings due to death from an eligible condition, you must also show that another entity - such as the Social Security Administration, Workers Compensation, or other government agencies - found that the victim’s ability to work has been reduced because of an eligible condition. In rare cases, the VCF may accept a well-supported disability opinion from a qualified doctor who evaluated the victim and determined that the victim’s ability to work has been reduced because of an eligible condition. You must submit the following documents to support your amendment:

1. Exhibit 1 - "Social Security Administration Consent Form" if not previously submitted.
2. Documents applicable to your claim as listed on page 3 of the Document Checklist.

If you are represented by an attorney, and the victim had a defined benefit pension, you should also review section 2.2.d of the Policies and Procedures document for additional information and instructions.

☐ Request consideration for the WTC Health Program Disability Evaluation Process: Check this box if you meet the requirements for the WTC Health Program Disability Evaluation Process and are requesting to be considered as a candidate for the process. You must follow the specific steps for submitting the request and submit the required documents or your request will be denied. The VCF will review your request and make a determination as to whether you are an appropriate candidate for the disability evaluation process. You will receive a letter explaining the outcome of our review.

☐ Submit WTC Health Program Disability Evaluation Report: Check this box if your WTC Health Program disability evaluation is complete. Be sure to upload the completed report with your amendment and select the document type "WTCHP Disability Evaluation."

☐ Replacement Services: If you regularly performed general household-related tasks and you can no longer perform those tasks as a result of an eligible condition, then the VCF may provide compensation for the value of those "services." This component of economic loss is typically considered to be a component of wrongful death claims, or in claims where the claimant did not have prior earned income or worked only part-time outside the home. Please review section 2.4.b of the Policies and Procedures document for more information about claiming replacement services.

- To claim replacement services: In the text box at the bottom of the page, enter a detailed description that includes the type of service, the frequency of service, the timeframe in which the victim stopped performing the service, and (unless you are claiming replacement services after the victim’s death from an eligible condition) the eligible condition that prevents the victim from performing the service. You must submit the following to support your claim for replacement services:

  1. Exhibit 1 - "Social Security Administration Consent Form" if not previously submitted.
  2. A statement listing the types of services the victim provided before death or disability from an eligible condition, and the amount of time spent on those services (per week or month).
  3. If you are claiming replacement services due to disability, you should also explain how the victim’s eligible condition prevents or reduces the victim’s ability to perform services, and submit medical records that show that the reason the victim cannot perform the services is because of an eligible condition.

☐ Non-Reimbursed Burial and Memorial Service Costs: In the text box below, enter a detailed description of the type and cost of any services. You will also need to submit invoices, receipts, or other documentation to support the claimed expenses.

☐ Collateral Offsets: Check this box if you have already received your initial award determination and now want the VCF to review your prior award based on a change to a collateral source payment. For example, if the VCF previously offset a recurring benefit that you receive, and your benefit amount has decreased, you may ask the VCF to re-review your claim taking into account the reduced benefit amount. You must submit the Collateral Offset Update Form with your amendment. If you received your initial award determination and are notifying the VCF of a change in your collateral offset, but are not requesting a re-review of your claim, you should still complete and upload the Collateral Offset Update Form, but should not submit an amendment for that purpose.

If a collateral source payment has changed since you filed your compensation claim, but you have not yet received your initial award determination, do not check this box. You should still complete and upload the Collateral Offset Update Form along with any other information about your collateral offset, but should not submit an amendment for that purpose.
**Updates to prevent PR Amendments for Wrongful Death Claims** – As explained in the VCF’s guidance on what to do if a victim passes away after filing a personal injury claim, the PR should only file a PR amendment to the personal injury claim if the victim did not pass away from a 9/11-related physical injury. To ensure the proper handling of the claim, the “Add or Modify PR or Guardian” amendment has been changed as shown on the following page to prevent the PR from filing a PR amendment if the victim passed away from a 9/11-related injury. Instructions have also been added explaining that a new wrongful death claim should be submitted. The text box at the bottom of the page has also been changed so it is now a required field.
New functionality when the user selects “Yes” to this question: a pop-up box will appear with the message shown below. The user must click “Close Amendment” to close the box and will be returned to the main Amendments screen.