

# Workers' Compensation Automation and Integration System (WCAIS)

## Viewing Upcoming WCAB Briefs

- **Every attorney should be checking the WCAB “Brief Due Date” grid weekly.**
- **Brief extension requests should then be filed as necessary.**

September 2023

# Viewing Upcoming WCAB Briefs

Attorneys may quickly access their Briefs by navigating to the WCAB Dashboard.


The screenshot displays the WCAIS dashboard interface. At the top left is the WCAIS logo and the text "Workers' Compensation Automation and Integration System". On the top right, there is a user profile icon labeled "FIRST LAST" and a help icon. Below the header is a navigation bar with a hamburger menu icon on the left, a dropdown menu currently set to "All Matters", and a search bar with the text "Search...".



The main content area is titled "Dashboard". On the right side of this section, there is a "Personalize Your Dashboard" dropdown menu currently set to "My Claims" and an "Add Item" button. Below this is an "Alerts" section with four items: "BWC (0)", "WCOA (0)", "WCAB (2)", and "General (0)".

At the bottom of the dashboard is a "Quick Links" section. It contains five links: "New WCOA Dashboard", "New WCAB Dashboard", "New Records Request Dashboard", "File a WCOA Petition", and "Judges' Procedures and Policies". The "New WCAB Dashboard" link is highlighted with a red box. A yellow callout box with a red arrow points to this link, containing the text: "Select the **WCAB Dashboard** link from the **Quick Links** menu. This link soon to be re-named: WCAB Briefs / Requests".

# Viewing Upcoming WCAB Briefs (Cont'd)

Attorneys may sort the Upcoming Briefs grid by Brief Due Date; Claimant name, etc....


FIRST LAST (Attorney)

 Customer Service Center ▾
  Logout

Search Helpline My Matters WCAB WCOA Healthcare UEGF Profile Dashboard

## WCAB Dashboard

**Upcoming Briefs**

Appeal Number	Brief Due Date	Brief Status	Claimant/Employee Name	Defendant/Employer Name
<a href="#">A23-1111-1</a>	06/15/2023	Pending	FIRST LAST	COMPANY NAME 1
<a href="#">A23-1111-1</a>	06/15/2023	Pending	FIRST LAST	COMPANY NAME 2
<a href="#">A23-1111-1</a>	06/20/2023	Pending	FIRST LAST	COMPANY NAME 3

**WCAB Requests**

Select the **Appeal Number** link to navigate to the **Briefs** tab of the **Appeal Case Summary**.  
Brief Extensions can be filed from the Case Summary

To sort the **Upcoming Briefs** grid by a certain column, press the column header.

## Contact

**Difficulty in uploading your brief?** Please contact the WCAB immediately by phone (717-783-7838) or, if after hours, email the WCAB Resource account ([RA-LI-WCAB@pa.gov](mailto:RA-LI-WCAB@pa.gov)).

- ❖ Please take note of the “*Error Reference Number*” and please take a screen as this will assist us in identifying the problem.

The screenshot displays the WCAIS interface. At the top left is the Pennsylvania logo with the text "pennsylvania" and "WORKERS' COMPENSATION AUTOMATION AND INTEGRATION SYSTEM". On the top right, the user name "Alfonso Fioni" is shown, along with a thumbs-up icon, "Customer Service Center", and a "Logout" button. Below the header is a navigation bar with links for "Search", "WCAB", "Healthcare", "Staff Tools", "Reference Tables", "Reports", and "Dashboard". A search bar is located below the navigation bar, containing a dropdown menu set to "All", a "Search..." input field, and a green "GO" button. A red-bordered error message box is centered on the page, containing a warning icon and the text: "The requested operation cannot be completed successfully due to an unexpected error. Please wait a few moments and try again." Below this text is the "Error Reference Number: 5a86ce7a-444e-43b0-a9be-38a7d59074bd". At the bottom of the page, there is a footer with links for "Site Map", "Accessibility Statement", "Privacy Policy", "Security Policy", and "Contact Us", followed by the copyright notice: "Copyright © 2011 Commonwealth of Pennsylvania. All rights reserved."