

When Will I Hear From Social Security and What Should I Do Then?

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When Your Claim Is Filed:

You **MAY** receive a phone call requesting the signed releases and representation paperwork that you signed when you met with us.

- If you actually speak with someone, tell them we will mail the documents to the local Social Security office. **Advise them that your attorney is handling the matter.**
- If you get a letter or a phone message about this, **you do not have to respond**, but if you do, tell them we are taking care of it.

In Two To Four Weeks:

You **WILL** receive a multi-page questionnaire from the State Office of Disability Determinations that we call the DAQ (Daily Activities Questionnaire).

- Complete the DAQ and send it to our **MAIN OFFICE** (Elmsford). We will review it and we will submit it to the examiner.
- If you do **NOT** receive the DAQ within 45 days of the date you met with us, please call our office. It could be an indication that the process of your claim has been delayed at the District Office.

At Any Time Until Social Security Makes Its Initial Determination:

You **MAY** get a follow up letter indicating that the State Agency is missing information. The letter is either about the DAQ or medical records they have requested.

- Usually you do not have to do anything, but if you get a number of these showing that many of your doctors have not replied, you should **let us know**.

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You **MAY** be contacted by telephone or mail by the Claims Examiner to attend one or more medical exams. This is routine.

- Normally we receive a copy also, but please **advise our office and attend the appointment(s)**.

In Four To Six Months (Usually):

You will receive the **Initial Determination on your claim**.

- Whether it is approved or denied, please **call us**. In almost all cases we will get a copy, but we know you will have many questions.

Within 60 Days After The Initial Determination:

If your claim was denied and you live in New York, we will file a request for a hearing before an Administrative Law Judge. In New Jersey or Connecticut we must first file a Request for Reconsideration for you. **Before either request can be filed, we will send you forms to complete.**

- **Promptly complete and return these forms to us**. The time to file an appeal is limited.

Within Six Months — In New Jersey And Connecticut, If A Reconsideration Is Filed:

You will receive the Reconsideration determination.

- Please **call us, whether it is approved or denied**. In almost all cases we will get a copy, but we know you will have many questions.

If it is denied, we will file a request for a hearing before an Administrative Law Judge.

- There is a filing deadline, and we will send you **forms to complete**. Please do so and **return them to our Elmsford office promptly**.

After The Hearing Request — In All States:

You will receive a letter from the Social Security Hearing Office (known as ODAR) confirming the receipt of that hearing request. We call that the "20 day letter." The timing of that form varies from office to office. The "20 day letter" is **NOT** the Hearing Notice. Typically it will take **at least eight months for a hearing to be scheduled** and you will hear about the hearing from us before you get the official notice.

- **Call us immediately if you get a hearing notice** and we have not contacted you or if it contains different information from what we have told you. **We will be in touch with you to prepare for your hearing.**

When You Receive The Hearing Notice And Package:

- **Complete and return** the Acknowledgment that you will be attending the hearing.
- Do not return the other forms, but please **complete the Medication List and bring it with you** when you meet with your attorney to prepare for your hearing.

If You Receive A Letter Approving Your Claim At Any Level You Should Advise Us Immediately.

We will answer your questions and advise you what to expect at that point.

Provided as an educational service by Insler & Hermann, LLP. If you have any questions about a Social Security Disability claim, or if you are planning to file a claim and want to avoid making any mistakes, you are invited to call or email us. We will be glad to speak with you without cost or obligation.

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Insler & Hermann, LLP: dedicated to pursuing your claims quickly and vigorously, while providing you with the best in personalized, caring attention.