



Republic of the Philippines
SOCIAL SECURITY SYSTEM

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CIRCULAR NO. 2020-004-b

TO : ALL SSS MEMBERS AND EMPLOYERS

SUBJECT : EXTENSION OF PERIODS IN FILING SICKNESS NOTIFICATIONS AND SICKNESS BENEFIT CLAIMS OF MEMBERS AND EMPLOYERS

In view of Proclamation No. 929 s. 2020 dated 16 March 2020 declaring a State of Calamity nationwide for a period of six (6) months, unless earlier lifted, Executive Order No. 112 dated 30 April 2020 imposing an Enhanced Community Quarantine (ECQ) in high-risk geographic areas of the Philippines and a General Community Quarantine (GCQ) in the rest of the country from 01 to 15 May 2020, and the Inter-Agency Task Force of Emerging Infectious Disease (IATF) Resolution No. 35 dated 11 May 2020 placing certain high-risk local government units (LGUs) under Modified Enhanced Community Quarantine (MECQ) from 16 to 31 May 2020, the Social Security Commission (SSC) under its Resolution No. 243-s.2020 dated 19 May 2020, approved the following guidelines to avoid the penalty of late filing for members and employers availing of sickness benefit:

1. For contingencies starting **01 March 2020 until the lifting of the Enhanced Community Quarantine (ECQ)/General Community Quarantine (GCQ)**, the sickness notification rule for home confinement shall be as follows:

a. For Employed Member and Employer

Filing of Sickness Notification Form	Rule on Notification	
	From	To
Employee to Employer	Sickness Notification Form must be submitted within five (5) calendar days after the start of confinement.	Sickness Notification Form must be submitted within sixty (60) calendar days after the lifting of the ECQ/GCQ.
Employer to SSS	Sickness Notification Form must be submitted within five (5) calendar days after its receipt from the employee.	Sickness Notification Form must be submitted within sixty (60) calendar days after its receipt from the employee.

		Should the last day of submission to SSS fall at the time the nation is still on ECQ/GCQ, the filing of Sickness Notification to SSS by employer shall be within 60 days after the lifting of the ECQ/GCQ.
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b. For Self-employed (SE)/Voluntary Member (VM)/Overseas Filipino Worker (OFW)

Filing of Sickness Benefit Application Form	Rule on Notification/Filing of Application	
	From	To
SE/VM to SSS	Sickness Benefit Application Form must be submitted to SSS within five (5) calendar days after the start of confinement	Sickness Benefit Application Form must be submitted to SSS within sixty (60) calendar days after lifting of the ECQ/GCQ.
OFW to SSS	A 30-day grace period beyond the existing five (5) day period in the filing of sickness benefit application shall be allowed to members who are OFWs.	Sickness Benefit Application Form must be submitted to SSS within sixty (60) calendar days after the lifting of the ECQ/GCQ.

2. Sickness claims shall not be reduced or denied if the deadline of the filing period falls on **01 March 2020 until the lifting of the ECQ/GCQ** for the following cases:

- a. Home and hospital confinement of SE/VM/OFW; and
- b. Home and hospital confinement of employed members for employer reimbursement claims.

The SE/VM/OFW and employers may still file their sickness claims **within sixty (60) days after the lifting of the ECQ/GCQ.**

This supersedes Circular No. 2020-004 dated 26 March 2020.

Please be guided accordingly.

Original Signed
AURORA C. IGNACIO
President and CEO

30 MAY 2020

Date

(Policy – Sickness Benefit)

Prepared by: SMD Benefits Administration Department