To look up a lien payment status in the Public Search, enter the following information in the Request information capture region:

1. First name and last name
2. Uniform assigned name (UAN—if applicable) *optional*
3. Email address
4. From the dropdown list in the Reason for Search field, select **Case Information Search** from the list of values.

APPORTIONMENT
CASE INFORMATION SEARCH
CASE PARTICIPANT INFORMATION SEARCH
LIEN ACTIVATION
POST OFFER PRE-EMPLOYMENT SCREENING
PREPARATION FOR HEARING/FILING

6. Click Next. The injured worker search screen is displayed.
7. **Lien search** tab is selected.

8. On the **lien search** screen, fill in at least one of the required fields (EAMS case number, claimant name (or organization), or lien reservation number) and any of the other optional fields. Click **search**.

9. Search results display in the lower part of the screen.

Once payment has been successfully completed, the **pay** button no longer appears. The 'ACTIVE' status, a grayed out **paid** button, **payment date** and **payment amount** are displayed.

Lien fee payment statuses:
- **Active** - Paid liens show a lien status of active and the Paid button is disabled.
- **Inactive** - Unpaid liens show a lien status of inactive and the Pay button is enabled in blue color.
- **Pending** - Lien payments that are in process.