



Arizona Non-Medical Home Care

Arizona does not require home care agencies to obtain a specialized license and because of this, the basic start-up and registration for operating a non-medical home care agency is much simpler.

Home Care Licensing

There is no required license in Arizona specifically for home care agencies.

Trade Name Search / Registering Your Business Name

Visit the Secretary of State website to complete your search for [Registered Trade Names](#) already operating in the state of Arizona. http://www.azsos.gov/business_services/tnt/

After you have verified that the name you would like to use for your business is available, and you have chosen what legal structure you are going to operate as, you can click on the link labeled [Corporations](#).
http://www.azsos.gov/business_services/filings.htm

1. scroll down to [Forms & Filings](#)
2. click on [Filings](#)
3. scroll to the link and [Application for Registration](#) form which matches the legal structure you have chosen.

<http://www.cc.state.az.us/corp/filings/forms/index.htm>

You can view Filing Fees for registering your business name in Arizona. The legal structure you choose for your business will determine the fee amount for filing. To view filing fees, along with registration for Trade Names and entity registrations visit the [Secretary of State](#) website. http://www.azsos.gov/business_services/Fees.htm

Federal Employer Identification Number (FEIN)

A Federal Employment Identification Number is required of all home care companies who will have employees. You may apply (Form SS-4) for an FEIN by calling the Business and Specialty Tax Line weekdays between 7 a.m. and 10 p.m. Eastern time at 1-800-829-4933. You may also apply online using the [Internet EIN Application](#). For more information visit www.irs.gov/businesses. <http://www.irs.gov/businesses/small/article/0,,id=102767,00.html>

State Income Tax Withholding

For assistance and forms for tax withholding registration, contact one of the below numbers:

Phoenix (602) 255-2060

From individuals calling from area codes 520 and 928, call toll-free (800)843-7196

Visit the [Arizona Department of Revenue](#) for further details. <http://www.azdor.gov/>

*** Please note that the *Department of Revenue is no longer issuing Arizona withholding tax numbers*. Beginning in 2005, this number will no longer be requested on Arizona tax forms.***

Workers' Compensation

"The National Council on Compensation Insurance has filed new rates for the state of Arizona. The Arizona Department of Insurance has deemed this rate filing effective for 10/1/2005. An expense constant fee of \$180 has been included in this rate filing. This fee will be charged to new and renewal policies effective 10/1/2005." (information courtesy of Arizona's State Compensation Fund website)

You can contact Arizona's State Compensation Fund by clicking on the following link for the listing of [Compensation Offices](#) throughout the state. http://www.scfaz.com/publish/cat_index_10.shtml

Unemployment Compensation

In Arizona employers pay unemployment taxes on the first \$7,000.00 in wages paid to each employee in a calendar year. An employer can be an individual, a partnership, a corporation, or any other entity for which a worker performs services. Review the list of [Remaining Conditions](#) which determine your need for Unemployment Insurance, as well as how to obtain an Unemployment Account Number. <http://www.azdes.gov/esa/uitax/emp.asp#pay>

For any other questions concerning Unemployment Tax, please see the [Information Directory](#).
<http://www.azdes.gov/esa/uitax/taxdir.asp#UITAXADMIN>

Management of Medicaid

For any questions about Arizona state regulations on Medicaid for your business, please contact the

[Health Care Cost Containment of Arizona](http://www.ahcccs.state.az.us/) <http://www.ahcccs.state.az.us/>
801 E. Jefferson
Phoenix, AZ 85034
Local: 1-602-417-4000 Toll-Free: In-State Calls Only 1-800-962-6690
(Out of state: 1-800-523-0231)

Information on this page is believed accurate as of the most recent update, January 26, 2006.

This guide is meant as a starting point for business creation research, and may not be complete or current. Living Assistance Services, Inc. shall not be liable for errors or omissions