



Colorado Non-Medical Home Care

Registering your business with the state of Colorado is much easier than you think. The (CR-0100) form allows employers to register for a Trade Name, as well as wage Withholding Tax and Unemployment Insurance all at the same time. Unlike many other states, Colorado does not require a license specifically for home care agencies. Read through the following sections and discover how to begin this new journey of starting up your non-medical home care agency.

Home Care Licensing

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

Registering Your Business/Name

In Colorado a *Trade Name* must be registered if "any individual or organization doing business in Colorado under any name other than the personal name(s) of the owner(s)" is being used.

Before registering your Trade Name with the state, it is beneficial to verify that the name you have chosen isn't currently being used by another business. To do a **Trade Name search** you must check with both the [Colorado Department of Revenue](http://www.colorado.gov/revenue) <http://www.businesstax.state.co.us/> as well as the [Secretary of State](http://www.sos.state.co.us/biz/InquiryMenu.do) <http://www.sos.state.co.us/biz/InquiryMenu.do>

Complete both of these searches online by clicking on the links provided.

Before registering your business name in Colorado you must also choose what legal structure your business will have. For example, "Is it going to be a sole proprietorship, a limited partnership or one of several other structures?" Use the link provided to read through a guide for choosing a legal structure for your business. After choosing a business structure, verify with the chart on page 5 of the "[Legal Structure and Registration](#)" guide. http://www.state.co.us/oed/guide/pdf/Guide4_LegalStructureRegis.pdf

To register for a Trade Name, Wage Withholding Tax, and Unemployment Insurance, complete and file the Colorado Business Registration form below.

[Instructions Page](http://www.revenue.state.co.us/PDF/cr0101.pdf) <http://www.revenue.state.co.us/PDF/cr0101.pdf>
[Registration Form](http://www.revenue.state.co.us/PDF/cr0100.pdf) (CR-0100) <http://www.revenue.state.co.us/PDF/cr0100.pdf>

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](http://www.irs.gov/businesses). For more information visit www.irs.gov/businesses.

Workers' Compensation

"All public and private employers in Colorado, with limited exceptions, must provide workers' compensation coverage for their employees if one or more full or part-time persons are employed."

"Workers' compensation insurance may be purchased from one of over two hundred private insurance companies
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authorized to conduct business in the state of Colorado. Coverage may be purchased from any authorized insurance company." (Information courtesy of the [Department of Labor and Employment](#).)

For information on **Self-Insurance** as an employer visit the [Employer's Guide](#) provided by the state of Colorado.
<http://www.coworkforce.com/DWC/Existing%20Files/PUBS/employersversion.pdf>

State Management of Medicaid

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

[Department of Health Care Policy and Financing of Colorado](#) <http://www.chcpf.state.co.us/>
1570 Grant Street
Denver, CO 80203-1818
Local: 1-303-866-2993
Toll-Free: 1-800-221-3943

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.
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