



## North Dakota Non-Medical Home Care

North Dakota is a step easier than many other states. The state does not require home care agencies to obtain a specialized business license for operating within their state. However, there are several other federal and state departments responsible for business regulations, which do require registrations to be completed prior to opening day. Read below to connect with web links and contact information for these departments.

### Home Care Licensing

In the state of North Dakota there is no required license for home care agencies.

### Business Name Search and Registration

To search through the state records for business names already in use, go to the [North Dakota](#) state website, and click on **Business Record Search**.

After deciding on the name for your business, it must be registered with the Secretary of State. The state provides employers with a [Business Name Registration](http://www.nd.gov/businessreg/register/index.html) (<http://www.nd.gov/businessreg/register/index.html>), based on the legal structure of your business. By clicking on the registration link you will be able to:

- [view filing fees](#)
- [download Registration Forms](#)
- [link to the Secretary of State website](#) which can guide you through the process of choosing a legal structure for your business.

### 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/small/article/0,,id=102767,00.html) (<http://www.irs.gov/businesses/small/article/0,,id=102767,00.html>). For more information visit [www.irs.gov/businesses](http://www.irs.gov/businesses).

### State Income Tax Withholding

Read through the [Income Tax Withholding Guidelines](http://www.nd.gov/businessreg/employees/tax.html) (<http://www.nd.gov/businessreg/employees/tax.html>) for North Dakota employers, by clicking here and in addition to these guidelines you can download the application for registration by clicking on this link from the guidelines link above.

#### 1. [Application to Register...](#)

This will take you to a [downloadable copy](http://www.nd.gov/tax/salesanduse/forms/withholdsalesapplication.pdf) (<http://www.nd.gov/tax/salesanduse/forms/withholdsalesapplication.pdf>) of the application to register for state tax withholding, which is regulated by the State Tax Commissioner's office. You are required to submit your business name with the Secretary of State prior to applying for tax withholding!

### Workers' Compensation

The [Workforce Safety and Insurance](https://www.workforcesafety.com/employers/onlineservices.asp) (<https://www.workforcesafety.com/employers/onlineservices.asp>) website offers North Dakota employers extensive information about Workers' Compensation. Click here to access online applications, and other helpful resources.

## Unemployment Compensation

Review your legal requirements in providing Unemployment Insurance for your business by clicking on the [Employer's Handbook](http://jobsnd.com/docs/ji/jsnd4036.pdf) (<http://jobsnd.com/docs/ji/jsnd4036.pdf>) link. Here you can find information such as:

- Unemployment Insurance is regulated by Job Service North Dakota
- An account number is assigned by Job Service to each employer liable under Unemployment Compensation Law
- Employers are required to submit a [Report to Determine Liability \(SFN 41216\)](http://www.state.nd.us/jsnd/docs/ji/UIForms/SFN41216.pdf) (<http://www.state.nd.us/jsnd/docs/ji/UIForms/SFN41216.pdf>) within 20 days after hiring workers in the state of North Dakota.

## State Management of Medicaid

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

[Department of Human Services of North Dakota](http://www.nd.gov/humanservices/) (<http://www.nd.gov/humanservices/>)

Medical Services

600 E. Boulevard Avenue

Bismarck, ND 58505-0250

Local: 1-701-328-2321

Toll-Free: 1-800-755-2604

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