



Oklahoma Non-Medical Home Care

Oklahoma has several federal and state business registrations which apply to every new business. However, in Oklahoma, home care agencies are also required to be licensed with the state through the Department of Health. Read through the instructions below on how to obtain this license, along with other business registration information.

Home Care Licensing

There is a required home care license for agencies if you assist with ADL's. To request an application:

- Send a letter of request for a license application to operate a Home Care Agency
- You will also need an ODH Form 757
- Fee - \$1.00

Oklahoma Department of Health
Gary Glover/Chief Medical Facilities
1000 NE 10th St.
Oklahoma City, Oklahoma 73117-1299
General information numbers 405-271-5600 or 800-522-0203. 8am-5pm CST
You should also review Home Care Agencies Rules (OAC-310:662).

Registering Your Business as an Entity / State Tax Withholding

To start up a new business in Oklahoma you must register with the *Oklahoma Tax Commission*. This form will register you as a **State Entity** as well as provide you with the ability to file for **State Tax Withholding**. Follow this link to the [Oklahoma Business Registration Packet](http://www.oktax.state.ok.us/oktax/forms/busregpk.pdf) (<http://www.oktax.state.ok.us/oktax/forms/busregpk.pdf>) which includes the necessary filing forms.

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.

Workers' Compensation

In Oklahoma, the Workers' Compensation Court is the main regulatory agent for this compensation insurance. To contact them with your questions on obtaining Workers' Compensation Insurance, call (405)522-8760.

Unemployment Compensation

To read through **Employer FAQs** on Unemployment Compensation visit the [Oklahoma Employment Security Commission](http://www.oesc.state.ok.us/ui/UI-employer-info.shtm) (<http://www.oesc.state.ok.us/ui/UI-employer-info.shtm>) website. Here you can learn answers on topics such as:

- What is Unemployment Insurance?
- How can I obtain it?
- Which of my employees must be covered?

State Management of Medicaid

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

Health Care Authority of Oklahoma

(http://www.workworld.org/webhelp/oklahoma_health_care_authority_ohca_contact_information_oklahoma.htm)

4545 N. Lincoln Boulevard
Suite 124
Oklahoma City, OK 73105
Local: 1-405-522-7171 (also (405) 522-7300)
Toll-Free: 1-800-522-0310

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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