



Oregon Non-Medical Home Care

In Oregon there are several basic registration steps that you should be aware of. Below you will find web links and contact information for various federal and state departments, which regulate businesses within Oregon. To obtain a Home Care License you will need to contact the Department of Human Services at the number below.

Home Care Licensing

In Oregon there is a required **In-Home Care License** under the Department of Human Services. To read over specifics, go to the [License Division of Oregon](#).

(http://licenseinfo.oregon.gov/index.cfm?fuseaction=license_wlcm&pfa=welcome_keyword&link_item_id=14206)

Initial License Fee - \$500

Renewal License Fee - \$350

License Contact:

DHS - Health Services

500 Summer Street

North East E-41

Salem, OR 97301

503-947-1175

Registering Your Business Name / Employee State Tax Withholding

Click here to access a [10 Step Guide](#) (http://www.filinginoregon.com/brc/starting_a_business.htm) on how to start your business in Oregon. You will also be able to check on **Availability and Registration of Your Business Name**.

A few of the steps are:

- [Selecting Your Business Name and Structure](#)
- [Registering Your Business Name](#)
- [Tax Information for Federal, State and Local Departments](#)

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>). For more information visit www.irs.gov/businesses.

Workers' Compensation

To read through common questions for employers about Workers' Compensation Insurance visit the following link on [Oregon's WC Division](#) (http://www.cbs.state.or.us/external/wcd/communications/emp_info1.html) website. Here you will be able to:

- [determine how to buy compensation insurance](#)

- understand how to assess rates and self-insurance

Unemployment Compensation

In Oregon an employer is subject to supplying Unemployment Insurance coverage for his/her employees when \$225 or more is paid to employees in a calendar quarter or when an employer has one or more employees in each of 18 weeks during a calendar year.

To complete this process, register with the Employment Department by completing and sending a **Combined Employer's Registration Report (Form 150-211-055)** to the *Oregon Department of Revenue*. This form is available at any Employment Department Tax office.

To obtain this form you can call (800)945-4222 and ask where the nearest tax office is located to pick up the form.

State Management of Medicaid

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

Oregon Department of Human Services (<http://oregon.gov/DHS/index.shtml>)

500 Summer Street, NE

3rd Floor

Salem, OR 94310-1014

Local: 1-503-945-5772

Toll-Free: In-State Calls Only 1-800-527-5772

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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