

PAID LEAVE BENEFITS APPLICATION

Information you'll need to register for Frances Online:

- Identifier (SSN/ITIN, Driver's License/State-Issued ID)
- Date of birth
- Physical address (and mailing address, if different than physical address)
- Phone number
- Email address
- Password Requirements
 - Be at least 14 characters in length
 - Contain both letters and numbers
 - Contain both uppercase and lowercase letters
 - Contain special characters

For more information on what you'll need to file your initial claim, view the [Paid Leave checklist](#).

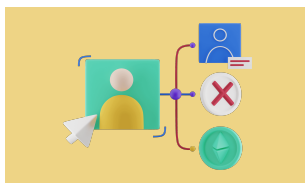
- Call Paid Leave Oregon at 833-854-0166 (toll free)



1

Register for Frances Online

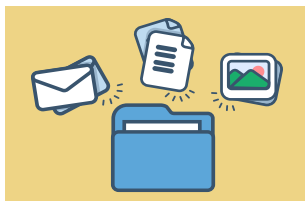
Beginning **August 14, 2023**, go to Frances Online. Select "Sign Up for a Claimant Online Account." Fill out the requested information. Create your logon credentials.



2

Log in to your account

Log in to Frances Online. Set up Two-Step Verification.



3

File your initial claim

Select "File a Paid Leave Oregon Claim." Verify your Identification Number (SSN/ITIN). Answer the questions and fill out your claim.



4

Fill out your questionnaires

You can find your questionnaires on the Action Center tab. You can also find your questionnaires on the Home tab, Current Paid Leave Oregon Benefits panel. Select "Respond to Questionnaire."