

# Information to have ready when applying for benefits

Apply for benefits even if you don't have or can't find the below information.

Here is information each program requires when applying for benefits. Some information might be available in our system, but other information might require your help to verify. Having as much information ready before applying will help speed up the application process.



## Medical (Includes OHP and Long Term Care)

- ☐ Health Insurance
  - ☐ policy number(s)
  - ☐ plan name(s)
- ☐ Income, tax deductions and expenses
- ☐ Information about financial resources



## Food Assistance (SNAP)

- ☐ Income for each person
- ☐ Identity of the head of household
- ☐ Medical or court ordered child support expenses



## Cash

- ☐ Income for each person
- ☐ Identity of the head of household



## Child Care (ERDC)

- ☐ Income of the parents/caretakers in the household
- ☐ Identity of the head of household

Additional information such as ID, citizenship (U.S. citizens) or immigration status (non-U.S. citizens) might be requested in certain situations. Examples of documents that can be used to provide this information are on the other side.

**Remember you can apply for food, medical, cash, and child care assistance online at [one.oregon.gov](https://one.oregon.gov), over the phone at 800-699-9075, or by visiting a local office. To find the closest office use [benefits.oregon.gov](https://benefits.oregon.gov).**

# Examples of information we might need

Below are examples of items that show proof of the information you tell us. You do **NOT** need to have these items when you apply, but in situations where we cannot verify the information you tell us, we will ask for proof. If you already have proof, you can give us that when you turn in your application to help speed up the process.

## Identity (ID):

- Driver's license/photo identification card
- Work or school ID card (*must have picture*)
- Certificate of Indian blood
- U.S. military record
- If a child is applying for medical – caretaker may attest to identity
- Birth certificate (*cannot be used for medical programs*)

## Income:

- Pay stubs
- Employer's records/statement
- Self-employment bookkeeping records
  - Tax records
- Award letter (*veterans, financial aid, Bureau of Indian Affairs, Social Security, SSDI, etc.*)
- Worker's compensation letter
- Statement of person giving you money (*gifts/loans*)

## US Citizenship:

- Birth certificates
- Naturalization papers
- U.S. Passport
- Certificate of citizenship
- Proof of tribal membership

## Expenses/ Tax Deductions:

- If you are paying child support, documents showing child support paid
- Tax forms showing tax deductions
- Health insurance policy showing premium amount
- Billing statements
- Bill for visiting nurse, caregiver, home health aide, etc.
- Bill/receipt for prescribed equipment, medical supplies, etc.
- Statement from pharmacy
- Self-employment expenses

## Immigration status:

- USCIS ID card or records
- Permanent Resident Card (I-551)

If you create a ONE Online account at [benefits.oregon.gov](https://benefits.oregon.gov) and experience an issue during the identity verification portion, please **call ONE Customer Service Center at 1-800-699-9075** (select the option for technical help) or **call Experian for verification assistance at 1-866-578-5409**.

You can get this document in other languages, large print, braille or a format you prefer free of charge. Contact us at [ONE.Communications@odhsoha.oregon.gov](mailto:ONE.Communications@odhsoha.oregon.gov).