Case worker:
1) Register with The Work Number via the Web or telephone.
   All agencies must register to use the service. It takes about 5 minutes to complete
   the application. If you are already registered and need additional help, please call
   The Work Number Client Service Center at 1-800-996-7566.
   • www.theworknumber.com
   • 1-800-996-7566
2) Obtain an employment and income verification.
   • The Work Number Access Options for Social Service Agencies:
     a) www.theworknumber.com
     b) 1-800-660-3399
   • Enter your registered fax number.
   • Enter the following information when instructed:
     a) University of Rochester Employer Code: 11968
     b) Employee’s Social Security Number:  
        □ □ □ - □ □ - □ □ □ □
Select the kind of verification you need. You can verify employment or employment
plus income.