



Employer of Record Contact Information Change

Complete this form when there is a change in Employer of Record (EOR) contact information.

IMPORTANT: *If you are also the consumer, you must report any change in your physical address to your local office of the Department of Social Services (DSS).

Check boxes for the information you are changing.

EOR Name EOR Address* EOR Phone Number EOR Email Address

Information below is required for verification:

Consumer ID:	Consumer Name:
EOR First Name and Middle Initial:	EOR Last Name:
EOR ID:	EOR Date of Birth:

Provide changes to information below:

<input type="checkbox"/> New EOR Phone Number:	<input type="checkbox"/> New EOR Email Address:
<input type="checkbox"/> New Physical Address:	<input type="checkbox"/> County:
<input type="checkbox"/> New Mailing Address:	<input type="checkbox"/> County:

Employer of Record Signature

Date

Update your information with VA Cardinal Care, through Public Partnerships LLC (PPL) one of the following ways.

Phone	Fax	Mailing Address
1-833-549-5672	1-833-772-0991	Public Partnerships LLC Attn: Virginia Consumer-Directed Services Program 17 Plaza Dr, Suite 300 Latham, NY 12110