SDI Online Tips for Claimants

The following information will assist you in creating a State Disability Insurance (SDI) Online account, and filing your Disability Insurance (DI) or Paid Family Leave (PFL) claim through SDI Online.

Getting Started

To create an SDI Online account, you will need:

- Legal name.
- Valid email address.
- Date of birth.
- Social Security number.
- California driver license or California identification card number.
- Physical and mailing addresses.
- Valid phone number.

Using SDI Online

To file a DI or PFL claim through SDI Online, you will need:

- Your most current employer's business name, telephone number, and mailing address as stated on your W2 form and/or paycheck stub.
- The last date you worked your regular or customary duties and hours.
- The date you began working less than full duty or modified duty, if applicable.
- Wages you received or expect to receive from your employer after you stopped working. Wages that may affect your benefits can include sick leave, paid time off, vacation, annual leave, and modified duty or part-time earnings.
- Workers' compensation claim information, if applicable.
- The name, address, and telephone number, if any, of the alcoholic recovery home or drug-treatment facility where you are currently receiving in-patient treatment.

After you have submitted your portion of the DI claim form using SDI Online, you are responsible for obtaining the Physician/Practitioner Certification for your disability. Your claim will be returned if the Physician/Practitioner Certification is not received within 30 days. Provide the receipt number to your physician/practitioner after you have filed.

Please note that your employer will be notified that you have submitted a DI or PFL claim. However, your detailed claim information is confidential and will not be shared with your employer.

Additional documentation needed to file a PFL claim through SDI Online:

- **Care** claims require a completed *Claim for Paid Family Leave (PFL) Benefits* (DE 2501FC) Statement of Care Recipient, Part C uploaded to the claim and the Physician/Practitioner Certification, Part D completed by the care recipient's medical provider through SDI Online or using the DE 2501FC and uploaded to the claim.

- **Bonding** claims require proof of relationship:
  - Child's birth certificate.
  - Foster Care Placement Record.
  - Adoptive Placement Agreement.
  - New mothers transitioning from a DI pregnancy claim do not require proof of relationship documentation.

- **Military Assist** claims require supporting military documentation:
  - Covered active duty orders.
  - Letter of impending call or order to covered duty.
  - Documentation of leave for Rest and Recuperation.
  - Documentation of the qualifying event.

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