

In-Home Care (IHC) Online Licensure Portal – Creating an account

Health Care Regulation & Quality Improvement
Section

In-Home Care Program



IHC Online Licensure Portal Website

www.hflclicensing.oregon.gov

Creating an account: Step 1

 OREGON HEALTH AUTHORITY

Sign in

Sign in with your email address

Email Address

Password

Keep me signed in [Forgot your password?](#)

[Sign in](#)

Don't have an account? [Sign up now](#)

Click on the “Sign up now” link on the “Sign in” page.


Creating an account: Step 2

Enter an email address and press “Send verification code.”

Pick an email address associated with the business and not an individual.

Every licensed agency needs a separate account, including subunits.

Cancel

 OREGON HEALTH AUTHORITY

User Details

Email Address *

Send verification code

New Password *

Confirm New Password *


First Name

Last Name

Create

Creating an account: Step 3

< Cancel



User Details

Verification code has been sent to your inbox. Please copy it to the input box below.

ihctesting23@gmail.com *

Verification Code *

Verify code Send new code

Retrieve your code from the email address entered.

Enter the code in the "Verification Code" section and press "Verify code."


Creating an account: Step 4

After verifying the code, enter a password and, first name and last name. The name chosen will be associated with the account permanently. Using the Owner name is recommended.

Press "Create."

You will be re-directed to the IHC online licensure dashboard.

< Cancel

 OREGON HEALTH AUTHORITY

User Details

E-mail address verified. You can continue now.

ihctesting23@gmail.com *

Change e-mail

New Password *

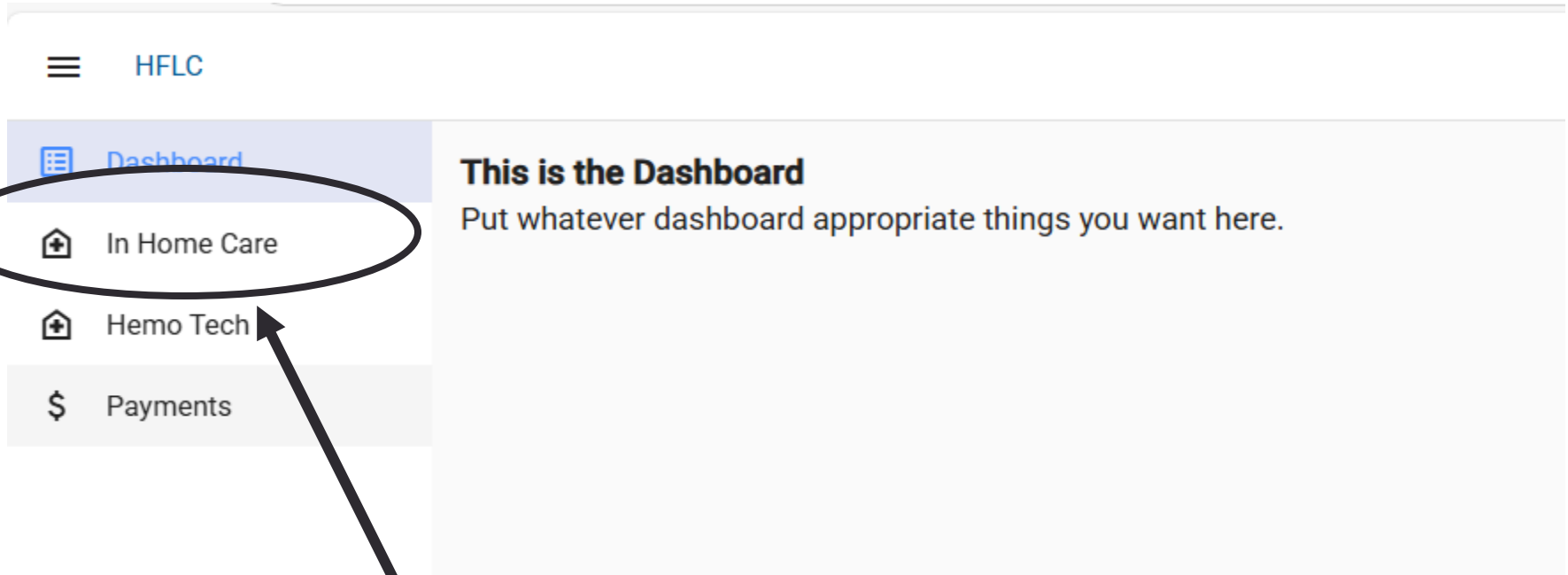
Confirm New Password *

First Name

Last Name

Create

Creating an account: Step 5



Choose “In Home Care” from the dashboard options.

Creating an account: Final Step



In Home Care

Claim an Existing License

Owner Name*

License Number

Street*

City*

State*

Zip*

Apply For A New License

Start your application here.

[Apply](#)

Claim an Existing License if your agency obtained licensure before 5/1/2025.

Apply for a New License if your agency did not obtain licensure before 5/1/2025

Where to get help with the online licensing portal

Contact the team at:

- mailbox.inhomecare@odhsoha.oregon.gov; or
- 971-673-0540

Online memos:

- www.healthoregon.org/hflc

Live, Online Learning Sessions:

- Every Monday from 10:00 am to 11:00 am starting on 5/19/2025.
- See memo titled “IHC Online Licensure Portal” for link, meeting ID and passcode information.