**Need Proof of Employment?**

Give the person seeking your Proof of Employment the following information:

1) The Work Number Access Options:
   - [www.theworknumber.com](http://www.theworknumber.com)
   - 1-800-367-5690

2) The UTHSCSA Employer Code: 13949

3) Your Social Security Number

The Work Number Client Service Center (Mon–Fri, 7:00am–8:00pm, CST)
1-800-996-7566 (Voice) 1-800-424-0253 (TTY – Deaf)

**Need Proof of Employment Plus Income?**

1) Visit [www.theworknumber.com/employee](http://www.theworknumber.com/employee) or call 1-800-367-2884
2) Enter:  -The UTHSCSA Employer Code: 13949
   - Your User ID (last 6 digits of your UTHSCSA badge)
   - Your PIN (your PIN is the last four of your SSN and date of birth in the format MMDD)
3) Select to obtain a Salary Key – Write down the Salary Key
4) Give the person seeking proof of your employment & income:
   - The Work Number Access Options:
     - [www.theworknumber.com](http://www.theworknumber.com)
     - 1-800-367-5690
     - The UTHSCSA Employer Code: 13949
     - Your Social Security Number
     - Your Salary Key
   - The Work Number Client Service Center (Mon–Fri, 7:00am–8:00pm, CST)