



# Handy Reference Sheet

www.MyEmploymentOptions.com

Your Job Counselor \_\_\_\_\_ Working Hours \_\_\_\_\_ Phone Contacts \_\_\_\_\_

| Contact Name   | Phone Number/Fax   | Website/Other  | Email Address  |
|--|--|--|--|
| <b>Teresa Ellinger</b><br><i>(Certified Benefits Specialist/CPWIC)</i>   | To meet with Teresa, you can schedule a Benefits Counseling appointment via her Calendar Link >>>>   | Calendar Link: <a href="https://calendar.app.google/zC33ysjVEARxitHo6">https://calendar.app.google/zC33ysjVEARxitHo6</a>                                     | <a href="mailto:telling@myemploymentoptions.com">telling@myemploymentoptions.com</a>   |
| <b>Send In Your Paystubs to MEO:</b><br><i>(Use MeasureOne Portal Or Email Or Mail Or Fax Paystubs to Our MEO Billing Department)</i><br>-Send in Paystubs and Earn 1 Raffle Ticket Per Stub for Monthly Paystub Drawing | Fax To: 727-202-8507   | <b>MeasureOne Portal: To learn more, contact your counselor (OR)</b><br><br><b>Mail To:</b> My Employment Options<br>PO Box 10053 - St. Petersburg, FL 33733 | <b>Email to:</b><br><a href="mailto:paystubs@myemploymentoptions.com">paystubs@myemploymentoptions.com</a><br><b>- How to Save and Name the Paystub Attachment File:</b><br>Last Name First Initial. Start thru End:<br>Example: Smith J. 2-2-24 thru 2-18-24<br>Then save the paystub file in a pdf format. |
| <b>SSA: Reporting Changes</b><br><i>(To report a new job or any changes in your work status, earnings, or mailing address, you can call SSA (or) set up a My Account online</i>  | 800-772-1213   | <a href="https://www.ssa.gov/myaccount/">https://www.ssa.gov/myaccount/</a>  |  |
| <b>SSA: SSI &amp; Wage Reporting</b><br><i>(If receiving SSI, report by the 6th of each month- your prior month's gross earnings. You can report your income via phone or the SSI Wage Reporting Smartphone App)</i>     | 866-772-0953   | <a href="https://www.ssa.gov/ssi/reporting/wages">https://www.ssa.gov/ssi/reporting/wages</a>  |  |
| <b>Ticket to Work Program Help Line</b>  | 866-968-7842 or 866-833-2967 (TTY)   |  |  |
| <b>New Client Webpage</b>  |  | <a href="https://www.myemploymentoptions.com/new-client-welcome-page/">https://www.myemploymentoptions.com/new-client-welcome-page/</a>                      |  |
| <b>Client Webpages</b><br><i>(Important client information)</i>  |  | <a href="https://www.myemploymentoptions.com/clients/">https://www.myemploymentoptions.com/clients/</a>  |  |
| <b>Working Rewards Program</b><br><i>(Working clients can save monthly paystub raffle tickets and cash in for great prizes) - See Website</i>  | <b>Email</b><br><a href="mailto:telling@myemploymentoptions.com">telling@myemploymentoptions.com</a><br><b>- Please include the following info:</b><br>-Your name<br>-Total # of saved tickets to redeem<br>-Mailing Address and Phone Number<br>-Choice of Prize (View next column link)<br><b>Subject: Working Rewards Program</b> | <a href="https://myemploymentoptions.com/working-rewards-program/">https://myemploymentoptions.com/working-rewards-program/</a>                              |  |
| <b>MEO Ambassador Program</b><br><i>(Earn extra money- refer others on SSDI/SSI!</i>   | 800-441-3114 Ext 763 or Ext 0  | <a href="https://profaffiliate.ositracker.com/Refer">https://profaffiliate.ositracker.com/Refer</a>  | <a href="mailto:ladler@myemploymentoptions.com">ladler@myemploymentoptions.com</a>   |