SDI Online Tutorial:
Physician/Practitioner Representative Registration
Physician/Practitioner Representative Registration

• The Physician/Practitioner must create an account first.

• The Physician/Practitioner must list the authorized Representative on their account.

• A person may be an authorized Physician/Practitioner Representative for an unlimited number of Physicians/Practitioners.

• A Physician/Practitioner may have an unlimited number of authorized Representatives.
Physician/Practitioner Representative
Use of an Online Account

• To complete forms for their Physician/Practitioner.

• To update their contact information.

• To access electronic requests for additional medical information.
To create a State Disability Insurance (SDI) Online account, visit www.edd.ca.gov/disability.

On the State Disability Insurance Overview page select any SDI Online link.

You will be directed to the State Disability Insurance (SDI) Online page.
Select the **SDI Online Registration** link.

You will be directed to the **SDI Registration Instructions** page.
Select the Continue to Physician/Practitioner Representative Registration link.
On the Security Check page, type the text displayed then select Next.

Select Try Another to change the text shown.

Select Vision Impaired to listen to the words.
Read the Terms and Conditions and select I Agree.

Selecting I Disagree prevents an account from being established.
You will be directed to the Physician/Practitioner Representative: Account Verification Information page.

Complete the fields by entering your name as provided to the EDD by the Physician/Practitioner authorizing your account, then select **Next**.
Create a Username and Password. Select the security questions and provide an answer for each question.

Select a Personal Image and create a caption for the image. Then select Next.

Note: Selecting Refresh to get new set of personal images erases the Password entered at the top of the page.
On the Physician/Practitioner Representative: Personal Profile Information page, verify the Treatment Address, enter the Phone Number, and select the Communication Preferences.

Select **Submit** to create your account.

**Note:** The Physician/Practitioner can change the fields that a Physician/Practitioner Representative cannot.
When the account is successfully created, the **Account Setup Confirmation** page will appear.

If you selected electronic communication, a notification will be sent to you via e-mail and a letter will be mailed to you confirming this account has been created.

If you selected paper communication, a letter will be mailed to you.

Select **Login** to access your newly created account.
Visit [www.edd.ca.gov/disability](http://www.edd.ca.gov/disability) for more information about State Disability Insurance.

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Requests for services, aids, and/or alternate formats need to be made by calling 1-800-480-3287 (voice), or TTY 1-800-563-2441.