

Online Access Identification Process

To Register **yourself** you need:

Completed Registration form

AND

Driving Licence or Passport

AND

a Birth Certificate or Bank statement or Utility bill or Marriage Certificate.

If you are a **Family Member / Casual Carer / Advocate** to register you need:

Completed Registration form(s)

AND

Driving Licence or Passport

(for both patient and yourself)

AND

a Birth Certificate or Bank statement or Utility bill or Marriage Certificate

(for both patient and yourself)

If you are an **Employed Carer** to register you need:

Completed Registration form(s)

AND

Driving Licence or Passport **(for both patient and yourself)**

AND

a Birth Certificate or Bank statement or Utility bill or Marriage Certificate **(for patient)**

AND

DRB paperwork **(for yourself, specifying current workplace)**

AND

Letterheaded request from your workplace specifying what access is required, patient involved and confirmation that only the person specified will be accessing the online record and that access information (password and username) will not be shared.

Note: If you don't have a driving licence or passport it may still be possible, in some cases, to register for this service if you are a patient registered at this practice, please see Reception for guidance about how this may be achieved.