

Documentary evidence of identity

For individuals who cannot provide photo identification and who do not meet the known patient model (or if a health professional has any doubt as to the identity of an individual), the following table should be used to determine which documentary evidence of identity should be sought for the purposes of registering an ASL.

Documentary evidence of identity ¹	Required on document N = name, P = photo, A = Address, S = signature	Points
Primary documents – you must supply at least ONE primary document		
Foreign Passport (current)	N – P	70
Australian Passport (current or expired within last 2 years but not cancelled)	N – P	70
Australian Citizenship Certificate	N	70
Full Birth certificate (not birth certificate extract)	N	70
Certificate of Identity issued by the Australian Government to refugees and non-Australian citizens for entry to Australia	N	70
Australian Driver License/Learner's Permit	N – A – P	40
Current (Australian) Tertiary Student Identification Card	N – P	40
Photo identification card issued for Australian regulatory purposes (e.g. Aviation/Maritime Security identification, security industry etc.)	N – P	40
Government employee ID (Australian Federal/State/Territory)	N – P	40
Defence Force Identity Card (with photo or signature)	N – P	40

¹ The healthcare provider organisation must ensure that the details of the individual as contained in their identity document(s) correspond with the individual's details as recorded by the organisation's system and as included in the individual's application. The organisation should sight the relevant documents but generally should not take copies of the documents or record the document numbers unless it is necessary for another purpose.

Secondary documents		
Department of Veterans Affairs (DVA) card	N – A	40
Centrelink card (with reference number)	N – A	40
Birth Certificate Extract	N	25
Birth card (NSW Births, Deaths, Marriages issue only)	N	25
Medicare card	N	25
Credit card or account card	N	25
Australian Marriage certificate (Australian Registry issue only)	N – S	25
Decree Nisi/Decree Absolute (Australian Registry issue only)	N – S	25
Change of name certificate (Australian Registry issue only)	N – S	25
Bank statement (showing transactions)	N – A	25
Property lease agreement – current address	N – A	25
Taxation assessment notice	N – A	25
Australian Mortgage Documents – current address	N – A	25
Rating Authority – current address e.g. Land Rates	N – A	25
Utility Bill – electricity, gas, telephone – current address (less than 12 months old)	N – A	20
Reference from Indigenous Organisation	N – P	20
Documents issued outside Australia (equivalent to Australian documents). Must have official translation attached	N – P	20