
As part of your registration with the practice, you will be required to prove who you are

This page lists the types of identity documents that we will accept as proof of your name (who you are) and proof of your address (where you live).

Identity check

The identity check is an essential part of the registration at the practice. This step has been put in place to protect the confidentiality of your health information. Until you have provided these documents you will not be able to be fully registered at the practice.

You need to provide documents to prove your name (who you are) and proof of your address (where you live).

Proof of Name

You must show **one** of these at your identity check as proof of your name:

- Current signed passport
- Residence permit issued by Home Office to EU Nationals on sight of own country passport
- Current UK photocard driving licence (full or provisional)
- Current full UK driving licence (old version) - old style provisional driving licences are not accepted
- Current benefit book or card or original notification letter from the Department for Work & Pensions confirming your right to benefits or state pension
- Recent Inland Revenue tax notification (within 12 months of current date)
- Birth Certificate
- HM Forces Identity Card
- Adoption Certificate
- Marriage/Civil Partnership Certificate
- Divorce or annulment papers
- Police photographic ID card
- NHS Smartcard (NHS staff only)*

Proof of address (also known as 'active in the community')

**(Note: if you are a healthcare professional and are using your NHS Smartcard as your proof of ID you are not required to present any proof of address)*

You must show **one** of these at your identity check as proof of your address:

- Recent (within 3 months of the current date) original utility bill e.g. 'Electricity bill', 'Gas bill', 'Water bill', 'Telephone bill' etc or certificate from a utility company confirming the arrangement to pay for services at a fixed address on prepayment terms. We will accept dual utility bills. We cannot accept utility bills printed from the internet or any mobile phone bills
- Local authority tax bill (valid for current year)
- Current UK photo card driving license (if not used as proof of name)
- Current full UK driving license (old version) (if not used as proof of name)
- Bank, building society or credit union statement (within 3 months of the current date) containing current address
- Bank, building society or credit union passbook containing current address
- Recent (within 3 months of the current date) original mortgage statement
- Current local council rent card or tenancy agreement
- Current book or card or original notification letter from the Department for Work & Pensions confirming your right to benefits or state pension
- Court order (within 12 months of the current date)

Change of name

If your current name is different to the one shown on any of these documents, you must show proof of your name change. Examples of this are: an original marriage certificate, decree nisi or absolute, or deed-poll declaration. You must be able to show a clear link between the name on your proof of personal identity and your current name.