

Enrolment Form Checklist

Completed Enrolment form - All patients 16+ need to sign own form

- Health Information Privacy Statement – signed and dated.

Documents Required to Prove Eligibility

NZ Citizens (over 18)

- Photo ID
- Proof of address
- If you are a Citizen who was born outside New Zealand, a NZ Passport or Citizenship Certificate is required.

Work/ Resident Visa Holders

- Passport
- Proof of Address (over 18 only)
- Visa (work visas need a minimum of 24 months to be eligible to enrol)
- NZ Birth Certificate for children born in NZ but parents are on visas.

Proof of Address – must have name and address (example acceptable forms below)

- Rental agreement
- Utility Bill
- Bank statement
- Payslip

One form of Photo ID (example acceptable forms below)

- Passport
- Drivers Licence
- 18+ Card
- Kiwi Access
- Community Services Card (if no other form of Photo ID can be provided)

Please note that enrolments cannot be processed without the necessary documents required to prove eligibility.

The process as per below is a guideline of how our process for enrolling New Patients works. This could be a shorter or longer process depending on inter-clinic circumstances:

- Completed enrolment form and supported documents handed into Central Health
- Patient enrolled in system and medical notes requested if applicable.
- If notes have not been received from previous GP in 10 working days, a second request will be sent.
- You will receive an email/text advising you that and you can now call to book your New Patient appointment/s.