

## Application for registration of newborn baby

### What you must do

Please go through these three steps:

**Step 1:** Fill in the form

**Step 2:** Sign the application

**Step 3:** Fax back to **011 539 2331**

**Please note:** All newborn babies must be registered with the Scheme within **60 days** of birth.

### How to complete this form

- Please use one letter per block, complete with black ink and print clearly.
- To avoid administration delays, please make sure this form is completed in full.

### 1. Main member's details

Membership number

Member's name

Member's surname

### 2. Newborn's details

2.1 First name/s  Surname

Date of birth  When do you want cover to start?

Is the newborn your biological child? Yes  No  or is the newborn adopted? Yes  No  Sex

If the newborn is adopted, please supply proof of adoption.

2.2 First name/s  Surname

Date of birth  When do you want cover to start?

Is the newborn your biological child? Yes  No  or is the newborn adopted? Yes  No  Sex

If the newborn is adopted, please supply proof of adoption.

2.3 First name/s  Surname

Date of birth  When do you want cover to start?

Is the newborn your biological child? Yes  No  or is the newborn adopted? Yes  No  Sex

If the newborn is adopted, please supply proof of adoption.

### 3. Please select your GP

Please complete this if you have selected the LA KeyPlus Option

Please fill in the details of your chosen general practitioner in the KeyCare GP network					
	Name	General practitioner	Practice number	Telephone number	AHS**
Main applicant					
Spouse or partner					
*Dependant 1					
*Dependant 2					
*Dependant 3					
*Dependant 4					

\*\* Orkney and Carltonville only

In the event that you live far away from where you work or you often need to work in different towns or provinces you may need a second GP. Please complete the section below if you need a secondary GP allocated to you.

Name	General practitioner	Practice number	Telephone number

**Please note:** you can only access day-to-day cover and chronic benefits through the KeyCare network GP(s) chosen above.

\* Please ensure that the dependant information supplied above is the same as the dependant information in Section 2 of this form.

### 4. Parents' details

Biological  Adopted

Mother's first names

Surname

Father's first names

Surname

### 5. Birth details

1. Type of delivery? Normal vaginal delivery  Caesarean section  Vacuum delivery  Forceps

2. Any injuries or complications of the baby at birth?

3. Any congenital (at birth) defects/abnormalities of the baby?

4. Is there any other information you feel we should be aware of?

I, \_\_\_\_\_ (first name and surname) as the main member, request that the newborn(s) registered on this form be added to my Benefit Option as a dependant(s). I also confirm that all the information supplied here is true to the best of my knowledge and belief.

Signed at (town or city)

on

Signature of main member

### Approval from employer (if applicable)

Name

Signature/Employer stamp

Designation

Date

Please register your newborn with the department of Home Affairs within 21 days from birth and give us a copy of the birth certificate as soon as possible. You can buy a shortened birth certificate from Home Affairs on the same day. A full birth certificate will take about six to eight weeks.