



# Confirmation of Identity – Verification

## For Aboriginal and Torres Strait Islander people

**centrelink**

### About confirmation of identity

- Any person claiming assistance from the Australian Government Department of Human Services, must confirm their identity by providing documents from the approved list in the **Confirming your identity** form (SS231). These documents should be supplied to us as soon as the person obtains them.
- People who are partnered **must** each provide separate identity documents when claiming Parenting Payment Partnered, Low Income Health Care Card, Commonwealth Seniors Health Care Card and Exceptional Circumstances Relief Payment.
- The authority to request this information is contained in the *Social Security (Administration) Act 1999* or the *Student Assistance Act 1973* in accordance with policy guidelines issued by the Department of Employment.

### About this reference

- This reference can only be used if the claimant or their partner is unable to satisfy standard identity confirmation requirements.
- This reference can only be filled in by an 'authorised referee'.

### 1 Claimant's personal details

Family name

First given name

Second given name

Other names used or been known by (e.g. name at birth, nickname, maiden name, previous married name, Aboriginal or tribal name, alias).

Date of birth

 /  / 

Place of birth

Address

  
  


Postcode

Who has received payment for you in the past (e.g. parent, other relative, guardian)?

Claimant's signature/mark

Date

 /  / 

2

### IMPORTANT INFORMATION

#### Privacy and your personal information

Your personal information is protected by law, including the *Privacy Act 1988*, and is collected by the Australian Government Department of Human Services for the assessment and administration of payments and services. This information is required to process your application or claim.

Your information may be used by the department or given to other parties for the purposes of research, investigation or where you have agreed or it is required or authorised by law.

You can get more information about the way in which the Department of Human Services will manage your personal information, including our privacy policy at [humanservices.gov.au/privacy](http://humanservices.gov.au/privacy) or by requesting a copy from the department.

3

### Statement by authorised referee

**Authorised referees include:** Chairperson, Secretary or CEO of an incorporated Indigenous organisation (including land councils, community councils, housing organisations etc.), Remote Jobs and Communities Program provider, School Principal, School Counsellor, Minister of Religion, Treating Health Professional or Manager in Aboriginal Medical Services, Australian Government Department of Human Services staff, Australian Government Department of Human Services Agent or other Government employee of at least 5 years.

I confirm that:

- the claimant has signed this in my presence, **or**
- the claimant is currently  kms/hours away and I have identified them as the person named at question 1 by my personal knowledge of their circumstances.
- I am an authorised referee (as listed above), **and**
- all the names I am aware of that the claimant has been known by are included at question 1, **and**
- I have known the claimant: professionally  personally  for  years
- I can confirm the claimant's information from:
 

Personal knowledge <input type="checkbox"/>	Church records <input type="checkbox"/>
Organisation records <input type="checkbox"/>	Medical records <input type="checkbox"/>
Council records <input type="checkbox"/>	Other <input type="checkbox"/> Give details below
School records <input type="checkbox"/>	



CLKORA010 1507

**4** Authorised referee's details

Full name

Title or official position

Name of organisation or department

Australian Business Number (ABN) (if applicable)

 -  -  - 

Phone number

 ( )

Giving false or misleading information is a serious offence.

Referee's signature



Date

 / /

Seal/stamp