



Congratulations!

This is a guide to register the birth of your new baby.

Please complete the attached forms and return them to the Admitting Desk between the hours of:

- **Monday to Friday:** from 11 am to noon, or anytime after 7 pm
- **Weekends:** anytime

Admitting staff will witness your signatures.

For help in French, you or the Nurse may call 867-393-8747, Monday to Friday between 8:00 am to 12 noon.



1 Registration of live birth

Please complete this form in full and with utmost care. It is a legal document and is a permanent record of the birth of your child.

Ensure all names are spelled correctly and all information is factual. Changes to the birth registration form may take time.

2 Acknowledgement of paternity and joint request by parents for birth registration. (long form)

If you are not legally married to the father, this form must be completed by both parents if:

a) the parents wish to have the child registered in either the father's name or a hyphenation of the mother and father's name;

or

b) the child will be given the surname of the mother but the father's information is to be included in the birth documentation.

Note: A single or divorced mom does not have to file a paternity document if she does not want the father's information given.

Important: parents can make changes to the birth record at a later date to include the father's information and change the surname at that time if so desired.

The change fee is \$10.

However, once the father's information is included on the registration, it cannot be removed.

The only exception to this is when a child is legally adopted – for instance the mother later remarries and her husband wishes to legally adopt the child.

If you require further assistance with this form, please contact Vital Statistics at 867-667-5207. **Do not sign the form unless a witness is present. Admitting staff will witness this form.**

3 Request by married parents for birth registration. (short form)

If you are legally married, this form must be completed. **Do not sign the form unless a witness is present. Admitting staff will witness this form.**

Once you are home, please complete the other forms included in this package:

● **Application for birth certificate**
In approximately two weeks you may apply to Vital Statistics for a copy of the birth certificate.

Birth certificates are not issued automatically. The written

application and payment must be received before it is issued.

● **Child Tax Benefit**

The beige envelope contains the application form.

● **Enrolment for Yukon Health Care**

The form to sign will be ready at the Admitting Desk when you are discharged. Your baby's card will arrive by mail. If the baby needs medical attention before the card arrives, the mother's card will be used.

It is very important to fill out all the forms completely and accurately.

If you require assistance or have any questions, there is someone at the Admitting Desk ready to help, or you can call 867-393-8700.

Thank you for your cooperation.



whitehorse
general hospital

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