

Reason for your stay in Northern Ireland - To Take Up Residency

Ordinarily Resident Proof of Lawfulness in the UK

If you have come to Northern Ireland or are returning and taking up residency, in order to demonstrate your entitlement to access publicly funded health care, you are required to demonstrate that you satisfy the 'Ordinarily Resident Test'. This test has several elements which are set out below and you must provide documentation which evidences that you are a resident. If you do not provide documents which satisfy the Trust, you may be charged for any health care you receive.

Immigration Status	You must provide from the list below, documents which confirm your immigration status in the UK. To be considered 'Ordinarily Resident' you must be able to reside in the UK without restriction If you do not have any documents from this list, you should go straight to Visitors Section
Section 1a I am a British or Irish National?	You must provide one from the following lists to demonstrate lawfulness: A British or Irish Passport which confirms entitlement to permanently reside in the UK or Photographic ID and either your British birth cert if your DOB is prior to 1981, or your Irish birth cert if your DOB is prior to 2005, or If you were born in the UK after 1981 your photographic ID and your British birth cert and parent's birth cert, or Photographic ID and your Irish Birth cert and parent's birth cert if born in Ireland after 2004, or If you were born abroad and do not hold a British/Irish passport. You must provide one of the following: • A Foreign birth registration cert and your photographic ID, or • A Full birth certificate and your parent's birth certificate which confirms you hold citizenship via decent and photographic ID, or • A UK Certificate of Naturalisation and photographic ID, or Documentation which confirms you started living in UK prior to 1973 and have done so continuously since then and a passport or birth certificate and photographic ID if applicable. NB: if you hold a British National Overseas British passport, you may not have the right to reside permanently in the UK
Section 1b I am registered on the EU Settlement Scheme (EUSS)	A valid Status 'Share Code' or print out from your Home Office Account, which confirms your Settled or Pre settled status under EU settlement scheme and photographic ID, if applicable.

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<i>Section 1c</i> I am Non British / Irish National and am not currently registered on the EU Settlement Scheme (EUSS) / British National Overseas (BNO)	You are required to provide one of the following: Documentation confirming you are an EU National who was residing in the UK prior to 01/01/2021 or Documentation confirming you are a family member of an EU National and you both were residing in the UK prior to 01/01/21 or A Valid UK Visa or Entry Clearance under the EUSS and either a valid UK Permit/Card or 'Share Code' or print out from your Home Office Account, showing your immigration status or confirms you have submitted an application to the EUSS, or a copy of your application. (If you do not apply within 3 months from your date of entry to the UK the BSO will cancel your registration with a GP) or A Valid Status 'Share Code' or print out from your digital Home Office account, which confirms you have Indefinite Leave to Remain or A Valid Status 'Share Code' or print out from your digital Home Office account, confirming your Leave to remain in the UK.) or Proof of asylum status or claim i.e. ARC (if available) or BAIL 201. The BSO will check your Status with the Home Office.

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You must provide documentation from the list below which shows that you are resident and have a Settled Purpose in Northern Ireland

Residing/Settled Purpose Documents	Examples of documents you can provide
Confirmation of Benefit in payment, showing your NI address	Current Benefit award letter If your last award was more than 3 months ago, you can print off your recent payments from your on-line account or ask for a letter from your local Department of Communities Office.
Confirmation of Housing Benefit in payment, showing your NI address	Current Benefit award letter If your last award was more than 3 months ago, you can print off your recent payments from your on-line account or ask for a letter from your Housing Executive Office
Employment Pay slips which confirm you are working in NI and shows your NI address. If you work in RoI and live in NI	Current Payslip If your payslip does not have your address in NI and/or it is not evident from your payslip that your place of work is in NI, you can provide an additional document(s) which confirms your address or place of work is in NI. For example, your bank statement which has your NI address and shows your pay lodgements. Please provide confirmation from your Personal Tax Account with the Revenue Commissioner that you are non-resident in RoI for tax purposes and shows your NI address OR Your Irish S1 Certificate for registration in the UK. The Trust may also consider your documentation from HMRC if you are registered for self-assessment to declare your foreign income. This is on a case by case basis.
Studying in Northern Ireland Confirmation that you are a student studying in Northern Ireland.	Confirmation that you are either an NI student studying in another part of the UK or you are from another part of the UK studying in NI Letter from your university confirming that you are currently undertaking a course of study and your home address. Your current student card. Confirmation that NI is your permanent place of residency

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You must provide documentation from the list below which shows that you are resident and have a Settled

Residing/Settled Purpose Documents	Examples of documents you can provide
Self Employed Self Employed in NI If you live in Northern Ireland and work elsewhere, you are required to evidence your residency in NI.	Confirmation that you are registered with HMRC for Self-Assessment and have a UTR (unique tax reference), have a National Insurance Number and make Self-Assessment Returns to HMRC. This might be print outs from your HMRC Tax Account or written confirmation from your Tax Advisor. The information needs to confirm that you undertake your work in NI and that you live here This may be a combination of different documents such as a printout from your Personal Tax Account with the Revenue Commissioner which shows that you are registered as Non-Resident for Tax purposes and that your place of residence is in NI.
Confirmation that Northern Ireland is your permanent place of residency and you do not leave the UK for more than 3 months.	Letter from Pension Provider (State or Private Pension) which should have your NI address and bank statement with NI address showing payments made. Or a combination of documents which may include Self- Assessment Returns to HMRC for Foreign Income for example. A signed tenancy agreement and proof of rent payments for property you are residing in within NI and proof of your normal spending in NI, such as bank statements. A minimum of three consecutive months bank statements showing your income and normal living expenses in NI. The bank statement must have a NI address and the spending must be in NI and one must be within the past two months.

If you are staying less than 6 months, regardless of your nationality, you must satisfy one of the following exemptions, in order to be entitled to access publicly funded health care in Northern Ireland.

Exemption Category	Examples of Exemption Documentation
Regulation 5: I have resided lawfully in the UK for the past 12 months	Documentation which confirms you have resided continuously and lawfully in the UK for a minimum period of 12 months, up to and including the time of registration. For example a VISA or Biometric Permit or Passport and payslips, confirmation of benefits in payment etc.
Regulation 6: I am present in the UK for one of the following: Engaging in employment which has its principle place of business in the UK or is registered in the UK Self-employed with a principle place of business in the UK Working as a volunteer with a voluntary organisation Studying full time for more than 6 months or on a course funded by NI Departments, Secretary of State, Welsh Ministers or Scottish Ministers Taking up permanent residence in the UK	A recent payslip with current employer showing you details A Contract of employment An HMRC self assessment information including a Unique Tax Reference (UTR), National Insurance Number and recent tax return A letter from voluntary organisation confirming you work as a volunteer in the UK A letter from an Education Institution confirming your course of study is of at least 6 months duration or funding if applicable Documentation showing you have been residing continuously and lawfully in the UK for the past 5 years and it is your intention to reside permanently in the UK for example: mortgage / tenancy agreement, benefits letter, payslips, leave granted by the Home Office Documentation which confirms you started living in UK prior to 1973 and photographic ID.

Visitor Section—Visitor Exemptions

Exemption Category	Examples of Exemption Documentation
Regulation 8: I am covered by a reciprocal agreement with the UK I am covered by a reciprocal agreement with an EEA State or Switzerland I am a relevant frontier worker I am a relevant posted worker (treatment only available during visit)	Proof as specified in the reciprocal agreement you wish to benefit under e.g. proof of residence in country Proof as specified in the reciprocal agreement you wish to benefit under e.g. proof of residence in country Payslips or HMRC self assessment showing employment in NI and proof of residency in an EEA state or Switzerland A Frontier Worker Permit if you are not a British or Irish National and Proof of your current employment/self-employment in Northern Ireland and Proof that you were employed/self-employed in the same post in NI before exit day Proof of lawfulness in the UK and A letter from your current employer confirming you were employed in the UK before exit day and have been posted by your employer to an EEA State or Switzerland to perform work on behalf of your employer. OR Proof of lawfulness in the UK and Proof that you were self-employed in the UK before exit day and went on to pursue that same activity as self-employed in an EEA State or Switzerland and the duration of the activity in an EEA State or Switzerland is not more than 24 months
Regulation 9: I have been granted: Asylum Refugee Status Humanitarian protection I am a child who has been taken into care under the Children (NI) Order 1995	Your Application Registration Card (ARC) and BAIL 201 showing your current address A valid UK Biometric Permit confirming Refugee status A letter or Biometric Residence Permit from the Home Office confirming Humanitarian protection or BRP A letter from HSC Trust confirming you are a Looked After Child

Visitor Section—Visitor Exemptions

Exemption Category	Examples of Exemption Documentation
Regulation 10: I am a victim of Human Trafficking	A Home Office reasonable grounds decision letter If you have been granted a reasonable grounds decision letter your registration will remain valid until the Home Office reach a decision A Home Office conclusive grounds letter
Regulation 11: I have or am accompanying a person with exceptional humanitarian circumstances and have been granted permission to enter the UK for healthcare reasons	A letter issued by Department of Health confirming status
Regulation 12: I am a diplomat posted to the UK	A passport and VISA to enter the UK or an official document confirming your Diplomatic status in the UK and Proof that you are working in the NI
Regulation 13: I am a member of NATO forces	A document confirming NATO status and official duty in the UK

Visitor Section—Visitor Exemptions

Exemption Category	Examples of Exemption Documentation
Regulation 15: I am a war pensioner or in receipt of the armed forces compensation scheme	Proof of veterans compensation scheme payments e.g. card or letter from the MOD
Regulation 16: I am: A member of Her Majesty's UK forces A Crown Servant, recruited in the UK and employed by the UK Government Working in employment financed by the UK Government	A current UK Forces ID Card A letter from / on behalf of Home Office confirming status as a Crown Servant A letter from employer confirming employment financed by UK Government
Regulation 17: I am a former resident working overseas with: Not less than 10 years continuous lawful residence in the UK and I am employed or self employed outside the UK for not more than 5 years	A letter from a former employer, benefit office or school confirming residence in the UK for 10 years and A letter from your current employer / payslips / employment contract showing duration of employment / self employment outside UK has been no longer than 5 years
Regulation 18: I am a missionary working abroad for an organisation that is established in the UK	A letter from your organisation confirming it is based in the UK and that you are carrying out missionary work for them <u>abroad</u>

Visitor Section—Visitor Exemptions

Exemption Category

Examples of Exemption Documentation

Regulation 20:

I am employed on a ship registered in the UK

A Transit Visa or Seaman's passport **and** confirmation of your employment **and** confirmation that the ship / vessel is registered in the UK and confirmation that the ship or vessel you are working on spends more than 75% of its time outside UK waters.

NB: If you are working on a fishing vessel registered in the UK and do not hold a Biometric Residence Card issued by the Home Office to live/work in the UK, you will also need to provide confirmation that and the vessel spends more than 75% of its time on in international waters

Regulation 22:

I am a family member of a visitor who is exempt under one of the following exemptions. Please tick

Regulation 5	
Regulation 6	
Regulation 7	
Regulation 8	
Regulation 9	
Regulation 12	
Regulation 15	
Regulation 17	
Regulation 19	
Regulation 20	

Documents confirming how your family member meets the exemption **and**

Proof of your relationship with the family member e.g. marriage / civil partnership certificate, birth / adoption certificate

The Trade and Cooperation Agreement

Frontier Worker

A person who is pursuing an activity as an employed or self-employed person in Northern Ireland and resides in another state to which they return as a rule daily or at least once a week.

NB: you will be required to provide proof of your continuing employment/self-employment in NI on an annual basis in order to remain registered with a GP in Northern Ireland.

Documents required

Proof of British or Irish Citizenship such as a passport or birth certificate and photographic ID **or** a valid Frontier Worker VISA

AND

Proof of Employment such as payslips which show national insurance/tax contributions or a certification of exemption for payment of National Insurance. Proof of declaration of foreign income to the Revenue Commissioner in Ireland or other EU Member State, may also be required.

OR

Proof of pursuing an activity of self-employment in Northern Ireland and a UTR and tax return(s) to HMRC. Proof of declaration of foreign income to the Revenue Commissioner in Ireland or other EU

Documents required

Prior Approval by your GP to receive Treatment in Northern Ireland

If your GP does not approve your care in NI, you may be charged, unless you can show that you have entitlement in Northern Ireland.

This applies to all visitors, including those from other parts of the UK and Ireland.

This applies to any non-urgent or planned treatment including maternity care, which is not considered an emergency

Please provide documentation from your GP which confirms that they have approved your Treatment in Northern Ireland

Maternity Care

If your GP does not approve your care in NI, you may be charged, unless you can show that you have entitlement in Northern Ireland

Please provide your medical notes and fit to fly letter, if applicable.

Former EU Residents

If you have previously resided in an EU Member State you must provide your S1 certificate, unless you have already registered your certificate in the UK. The Trust will check with the Business Services Authority to verify this.

If you do not have an S1 Certificate, please contact the competent authority in your former EU Member State of residency

Visitors from EU Member States

If you are a national of an EU Member State (including Ireland) and require treatment while you are visiting Northern Ireland, you should provide your valid EHIC or Provisional Replacement Card.

If you have come or are coming to Northern Ireland for planned treatment, you must provide your S2 Certificate in advance. You will not be able to access planned health care until you have provided this certificate