

## PHOTO IDENTIFICATION REQUEST APPLICATION

**Please print clearly (Illegible printing may result in a delay of processing)**

Multiple access levels can be put on one ID card; if you currently have a Health Authority ID and require access please have your Manager email the approval.

*Request Type:*

New <input type="checkbox"/>	Replacement <input type="checkbox"/>	Reason: <input type="checkbox"/> Broken <input type="checkbox"/> Lost/Stolen <input type="checkbox"/> Other, specify _____	Access Only Requires Manager Email Approval
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*Which Health Authority?*

*Check which applies:*

FHA <input type="checkbox"/> PHC <input type="checkbox"/> PHSA <input type="checkbox"/> VCH <input type="checkbox"/>	BCCSS <input type="checkbox"/> Lower Mainland Facilities Management <input type="checkbox"/>	<input type="checkbox"/> Union <input type="checkbox"/> Excluded	<input type="checkbox"/> Student <input type="checkbox"/> Volunteer <input type="checkbox"/> Physician <input type="checkbox"/> Resident <input type="checkbox"/> Other, specify _____
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Last Name:	First Name:
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Preferred **First** Name To Show On Front Of Photo ID: (Only Medical Physicians will have "Dr. Lname" appear on Photo ID):

Email Address:	Contact Phone Number:
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Home Address:	City:	Postal Code:
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Employee Number <i>(Health Authority Employees Only):</i>	Primary Worksite (Eg. LGH, SPH, C&W, RCH):
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Job Title: <i>(Will be confirmed in Meditech/People Soft)</i>	Department <i>(May be used as mailing location for non-Health Authority Employees and Physicians)</i>
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### Terms and Conditions

- Authorized persons will wear their Photo Identification (PID) at all times while on Health Authority property.
- PID is the property of the Lower Mainland Health Authorities. ID must be returned to PID upon end of employment or request.
- Authorized persons are to be in possession of one PID; All other ID's to be returned to PID department.
- The Health Authority logo to appear on your Photo ID depends on your primary work location
- PID is non-transferable, loaning and/or defacing your PID may result in disciplinary action.
- Stolen/Lost ID** is subject to a replacement fee.
- PID Department will replace at no charge, Photo ID that is faulty with the return of original ID.
- Additional access will only be granted at the request of a Manager.
- Please refer to the LMC Photo Identification policy available on the Intranet.

**By signing below, I have read and understood the terms and conditions of my Photo Identification:**

Signature	Date
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Authorizing Manager Name:	Authorizing Manager Signature (Health Authority email is acceptable):
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Additional Access Required (Specify room #s, reader #s, pre-existing access level or name an individual who already has the exact access required. Manager Approval may be required to access restricted areas.)

Lower Mainland Integrated Protection Services  
 Photo Identification & Card Access  
 100- Central City Tower  
 13450-102<sup>nd</sup> Avenue  
 Surrey, BC V3T 5X3



PID@fraserhealth.ca  
 PHCphotoid@providencehealth.bc.ca  
 Photoid@phsa.ca  
 VCHphotoid@vch.ca