

### **To Register with the Medical (Group Practice Scheme)**

Registering for medical care in Gibraltar with the Gibraltar Health Authority

Gibraltar Health Authority  
Primary Care Centre  
2<sup>nd</sup> Floor - ICC Building - 2A Main Street - Gibraltar

Opening Hours: Monday to Friday 09:00 – 12.00

If you are in employment in Gibraltar and paying Social Insurance Contributions you require the following:

1. Copy of ETB Contract
2. Copy of PAYE Allowance & Social Insurance Contributions Class Certificate – white certificate from the tax office
3. Letter from the company to confirm your employment
4. 1 Passport size photograph – white background only
5. Permit of Residence / Identity Card or Passport (if applying as a Frontier Worker)
6. If you are registering as living in Gibraltar you would need to provide proof of residence – i.e.
  - copy of the Deeds of your house or Rental Agreement
  - Utility Bill in your name
  - if you are in the process of obtaining a Permit of Residence or an ID card, please ask the Civil Status & Registration Office for some proof of application that would allow you to apply for your medical card.
7. If applying as a Frontier Worker – Spanish registered S1 form – please refer to below on how to obtain an S1
8. The Medical Group Practice Application Forms are available at the Registration Department at the Primary Care Centre or on our website [www.gha.gi](http://www.gha.gi).

#### **How to obtain an S1**

#### **Collecting your S1 from the Gibraltar Social Insurance Contributions Office**

If you working and paying your Social Insurance Contributions in Gibraltar and reside in another EU Member state, you need to apply for an S1 at the Social Insurance Contribution Office. The office is located on Waterport / North Mole Road, directly after the Parcel Post collection entrance.

Please be sure to take some form of ID which lists your name and date of birth.

**NOTE\* Prior to getting your S1 registered with the Spanish Authorities in Spain, please take all the documents to the Registration Department at the Primary Care Centre where you will be issued with a four month temporary medical card so you are covered during the time it takes to get your S1 registered in Spain.**

#### **Registering your S1 with the Spanish authorities**

In order to register your S1 form with the Spanish social security office (Instituto Nacional de la Seguridad Social – INSS), you will also need to obtain the following documents:

1. Certificate of Residence in Spain (*Certificado de Residencia* with your *Numero de Identificacion Extranjero*) – available from your nearest National Police Station. You can be assigned a NIE without having taken out residency therefore please make sure your NIE is printed on a green form – not a white one.
2. Certificate as a Local Resident (*Certificado de Empadronamiento* or '*padrón*') from the Town Hall;

You will also need to show your valid passport when registering your forms. Your local INSS office will be able to tell you if there are any other documents they require.

If you have dependents, please make sure your **marriage/birth certificate** are legalised with a Hague Apostille as you will be asked for proof of this by the Spanish authorities and at the Spanish social security office.