

# Step-by-Step guide to submitting your COVID-19 third (booster) dose, in accordance to the [Booster Vaccination \(Restrictions on Access\) Directions](#)

## Step 1. Obtaining Evidence

Ensure you have the correct form of evidence. The Directions only allow certain [forms of vaccination evidence to be considered acceptable](#).

These include (examples below):

1. written confirmation of vaccination issued by Department of Health
2. a COVID-19 Digital Vaccination Certificate or Immunisation History Statement showing COVID-19 vaccinations recorded on the Australian Immunisation Register. [This can be accessed via Medicare and myGov.](#)
3. an International COVID-19 Vaccination Certificate issued by the Commonwealth Government.

**Immunisation history statement**

As at: [redacted]  
 For: [redacted]  
 Date of birth: [redacted]  
 Individual Healthcare Identifier (IHI): [redacted]

**COVID-19 Immunisation**

This individual has received all required COVID-19 vaccinations.

Date given	Immunisation	Brand name given
[redacted]	COVID-19	Pfizer Comirnaty
[redacted]	COVID-19	Pfizer Comirnaty
[redacted]	COVID-19	Pfizer Comirnaty

Next NIP immunisations due: [redacted] Date due: [redacted]

No vaccines due: [redacted]

Notices: [redacted]

**Disclaimer**

The Australian Immunisation Register is a national register that records vaccinations given to people of all ages in Australia. Vaccinations given before 1 January 1999 are not displayed on the statement.

NIP immunisations refer to immunisations required under the National Immunisation Program schedule only, not including COVID-19 vaccinations. A separate COVID-19 immunisation status will appear on this statement when you have received all required COVID-19 vaccinations.

Every effort is made to ensure that the information contained on the Australian Immunisation Register is correct. The data is based on information provided by vaccination providers and the accuracy of data is dependent on the quality and timeliness of information provided.

If any of the vaccination details shown on the statement are not correct, please ask your vaccination provider to provide the correct details. They can call us on 1800 653 809 (call charges may apply).

If you have any questions about this statement, please call the Australian Immunisation Register on 1800 653 809 (call charges may apply).

**COVID-19 digital certificate**

This individual has received all required COVID-19 vaccinations.

Name: [redacted] Date of birth: [redacted]  
 Individual Healthcare Identifier (IHI): [redacted] Document number: [redacted]

Valid from: 30 Dec 2021

Vaccinations	Dates received
AstraZeneca Vaxzevria	24 May 2021
Pfizer Comirnaty	30 Dec 2021

**Disclaimer**

This certificate shows your COVID-19 vaccination details as reported to the Australian Immunisation Register by your vaccination provider. It is available because you have received all required COVID-19 vaccinations or have a medical contraindication to COVID-19 vaccines.

No more than two vaccinations will be shown on your certificate. The valid from date shown on your certificate is the date of your last COVID-19 vaccination. To see your earlier COVID-19 vaccinations, refer to your immunisation history statement.

Every effort is made to ensure that the information contained on the Australian Immunisation Register is correct. The data is based on information provided by vaccination providers and the accuracy of data is dependent on the quality and timeliness of information provided.

If any of the vaccination details shown on the certificate are not correct, please ask your vaccination provider to provide the correct details. They can call us on 1800 653 809 (call charges may apply).

If you have any questions about this certificate please call the Australian Immunisation Register on 1800 653 809 (call charges may apply).

**International COVID-19 Vaccination Certificate**

Proof of Vaccination Issued by AUS Version: [redacted]

Name of the holder: [redacted]  
 Date of birth: [redacted]  
 Sex: [redacted]  
 Passport number: [redacted]

Visible Digital Seal (VDS-NIC)  
 Certificates only verify that this document is true and authorised with a QR reader that checks against Australia's e-Consent Country Signing Certificate Authority public key.

Protect the QR code from heat and damage

Vaccine or prophylactic: XM88M8 (COVID-19)	Vaccine brand: Pfizer Comirnaty	Disease or agent targeted: RAB18 (COVID-19)
Date of vaccination: [redacted]	Dose number: 1	Country of vaccination: AUS
[redacted]	2	AUS
2021-11-17	3	AUS

This document bears a Visible Digital Seal for a Non-Constrained Environment (VDS-NIC), as specified by the International Civil Aviation Organization. (VDS means Unique Vaccination Certificate Identifier, XM88M8 and RAB18 are World Health Organization codes for COVID-19.)

**Government of Western Australia**  
 Department of Health

Dear [redacted]

Thank you for receiving your COVID-19 vaccine in Western Australia.

Please find below the details of the latest COVID-19 vaccination you have received:

Dose number: 3  
 Name: [redacted]  
 Vaccination date: 28/12/2021  
 Vaccine brand: Comirnaty (Pfizer)  
 Vaccine batch number: [redacted]  
 Vaccine serial number: [redacted]  
 Clinic location: [redacted]

The details of your COVID-19 vaccination have been submitted to the [Australian Immunisation Register](#). Please refer to the [instructions](#) on how to get proof of your COVID-19 vaccinations.

Adverse events can be reported to the WA Vaccine Safety Surveillance system (WAVSS) online at <https://www.sfs.gov.au>. You can also report any symptoms you are concerned about to your health professional.

For more information, including what to expect after vaccination, visit [HealthyWA](#). [Information related to children and teenagers is available here.](#)

By vaccinating against COVID-19, you have helped protect yourself, your family, friends, and the community.

Sincerely,

Dr Andrew Robertson  
 CHIEF HEALTH OFFICER

If you have an exemption, the only forms considered acceptable include:

1. a COVID-19 Digital Vaccination Certificate or Immunisation History Statement showing COVID-19 vaccinations recorded on the Australian Immunisation Register. [This can be accessed via Medicare and myGov.](#)
2. An exemption issued by the Chief Health Officer or a person authorised by the Chief Health Officer for that purpose.

## **Step 2. Accessing the form**

Access the form to [submit your evidence via the link here](#) or scan the QR code below.



## **Step 3. Complete the form**

Complete the form with the required details, ensuring you **enter your HE number correctly.**

Upload the evidence of your third dose via file upload; files that will be accepted include Word, PDF, JPEG to a maximum size of 10MB.

If the evidence you have submitted is not valid, or there has been an issue with your submission, you will be contacted to resubmit.

The information collected is solely for the purposes of the [Booster Vaccination \(Restrictions on Access\) Directions](#), which require employers to collect and maintain a **record** of the booster vaccination status of each vaccination directed person, and only roster on those persons who are compliant with the booster vaccination requirements or is an exempt person in accordance with the directions.

This means that if you do not prove your vaccination records to NMHS, you will not be permitted to access any NMHS work site as an employee.

If you have queries, please discuss with your manager or email [COVID19NMHSWorkForce@health.wa.gov.au](mailto:COVID19NMHSWorkForce@health.wa.gov.au)