



**Assistor Identity Proofing**

All assistors must go through the identity proofing process in order to create an account with NY State of Health. While we anticipate that most assistors will successfully complete the online identity proofing process, a manual process has been developed for those who do not.

If you fail identity proofing on NY State of Health you will need to fax two documents from List A or one from List A and two from list B to **(518) 486-6282**.

If you are required to fax in documents for manual identity proofing **please include a fax cover sheet with your name, agency and phone number and state that these documents are in regard to assistor identity proofing**. Once we process your documents we will send you an email confirming that you can move forward with the registration process. Submission of incorrect documents may cause a delay in processing.

List A	List B
<ul style="list-style-type: none"> <li>• U.S. Passport book or card</li> </ul>	<ul style="list-style-type: none"> <li>• Birth certificate</li> </ul>
<ul style="list-style-type: none"> <li>• Driver’s license</li> </ul>	<ul style="list-style-type: none"> <li>• Social Security card</li> </ul>
<ul style="list-style-type: none"> <li>• Official Government Identification card</li> </ul>	<ul style="list-style-type: none"> <li>• Marriage certificate</li> </ul>
<ul style="list-style-type: none"> <li>• School Identification card</li> </ul>	<ul style="list-style-type: none"> <li>• Divorce decree</li> </ul>
<ul style="list-style-type: none"> <li>• U.S. military card or draft record</li> </ul>	<ul style="list-style-type: none"> <li>• Employer Identification card</li> </ul>
<ul style="list-style-type: none"> <li>• Military dependent’s Identification card</li> </ul>	<ul style="list-style-type: none"> <li>• High school diploma</li> </ul>
<ul style="list-style-type: none"> <li>• Native American Tribal Document</li> </ul>	<ul style="list-style-type: none"> <li>• College diploma</li> </ul>
<ul style="list-style-type: none"> <li>• U.S. Coast Guard Merchant Mariner card</li> </ul>	<ul style="list-style-type: none"> <li>• High school equivalency diploma</li> </ul>
<ul style="list-style-type: none"> <li>• Certificate of Naturalization (N-550 or N-570)</li> </ul>	<ul style="list-style-type: none"> <li>• Property deed or title</li> </ul>
<ul style="list-style-type: none"> <li>• Certificate of U.S. Citizenship (N-560 or N-561)</li> </ul>	

**This process is only for assistors. Consumers must follow the identity proofing process outlined for consumers.**