

## Step 1 – Setting up a myGovID account

If you already have a myGovID set up, skip to **Step 2**

1. You will need **TWO** of the following documents and access to your email.
  - Driver's licence
  - Medicare card
  - Passport (with visa if non-Australian)
  - Birth certificate
  - Citizenship certificate
  - Immigration Card
2. On your phone download the **myGovID** app
3. Open the myGovID app – select whether to allow notifications or not
4. Select **Create a myGovID**
5. Swipe through the four info screens, then tap on **Start now**
6. Accept the Terms of use
7. Enter an email address – you can use the same email address you use for myGov
8. Tap on **Get code**
9. Access your email and note the myGovID verification code
10. Enter the code in the myGovID app – then tap **Next**
11. You can use Touch ID / Face ID etc for added security if wished – or tap **Not now**
12. Enter a password according to the instructions on screen – then tap **Next**
13. Enter your details and tap **Done** – you can ignore or tap X on the warning about Covid vaccination
14. You will now need to prove your identity using **TWO** of the documents listed above
15. Tap on the first document – eg Driver's licence
16. Scan your licence using your phone's camera or enter the details manually.  
(If there are scanning errors, either rescan or tap **Edit** and correct these)
17. Tick the consent box and tap **Submit**
18. Tap on the second document – eg Medicare
19. Scan your card using your phone's camera or enter the details manually.  
(If there are scanning errors, either rescan or tap **Edit** and correct these)
20. Enter your date of birth
21. Tick the consent box and tap **Submit**
22. Your myGovID is now set up – you will now up your ServiceWA account

## Step 2 – Setting up a ServiceWA account

If you already have a ServiceWA account set up, skip to **Step 3**

1. On your phone download the ServiceWA app
2. Open the ServiceWA app – select whether to allow notifications or not
3. Tap **Next**
4. On the Consent page scroll down and tap **I agree**
5. Tap **Log in to Service WA**
6. On the Log in screen, you will see the myGovID as the preferred option – tap **Log in**
7. You will be redirected to the Digital Identity website
8. Under myGovID, tick **Remember my choice**
9. Tap on **Select myGovID**
10. Enter the email address used for myGovID and tap **Remember me** then tap **Login**
11. You will be shown a four digit code
12. Open the myGov ID app, enter the code and tap **Accept**
13. Open the ServiceWA app
14. On the Your consent screen scroll down – tick the “Yes and don’t ask me again” box
15. Tap **Consent**
16. Tap **Consent** again
17. Add your mobile number then tap **Next**
18. Confirm your mobile number
19. Enter the confirmation code and tap **Next**
20. Tap **Next** again
21. Tap on **Enable SafeWA**
22. Tap on **I agree**
23. Tap **Next**
24. Scroll down and tap **I agree**
25. Tap **OK** to allow camera access
26. Your ServiceWA account is now set up – you can now link your vaccination certificate

### **Step 3 – Linking your vaccination certificate**

1. In the ServiceWA app, tap on Certificate
2. Tap on **Import through your myGov account**
3. Login to myGov if required
4. Tap **Continue**
5. Tap on **Medicare**
6. Tap on **View proof** of vaccinations
7. Tap on **View history**
8. Tap on **Share with check in app**
9. Tap on **Share** next to ServiceWA
10. Tap **Accept and share**
11. Tap **Next**
12. Scroll down and tap **I Agree**
13. Tap **Save Certificate**
14. Congratulations, you're all done!