



Correcting the Gender Marker on NYC-Issued Birth Certificates: A Provider's Guide

The requirements for correcting the gender marker on a NYC birth certificate have changed. Surgery and a name change are no longer required. Instead, applicants must provide an affirmation/affidavit from a US-licensed medical/mental health provider.

-Please note these guidelines are applicable only to NYC-issued birth certificates.-

Application Process

- Submit a completed Birth Correction Application form (VR-172), available at <http://www.nyc.gov/html/doh/html/services/vr-birth-correct.shtml>
- Provide a signed affirmation/affidavit from one of the following US-licensed providers listed below.

- Submit a photocopy of current, signed photo identification **and** a check or money order for \$55 (\$40 processing

fee plus \$15 fee for new certificate) made payable to the NYC Department of Health and Mental Hygiene. Walk-in customers may pay using a debit or credit card.

MAIL TO:

NYC DOHMH Attn: Edna Timbers
Office of Vital Records, Corrections Unit
125 Worth Street, Room 144, CN-4
New York, NY 10013

WALK-IN:

125 Worth Street, Room 144, in Lower Manhattan (btw. Lafayette and Centre St)
Mon-Fri except holidays, 9 a.m. -3:30 p.m.

An affirmation or affidavit can be signed by a US-licensed provider:

- Physician (MD or DO);
- Doctoral-level psychologist (PhD or PsyD in clinical or counseling);
- Social worker (LMSW or LCSW);
- Physician assistant;
- Nurse practitioner;
- Marriage and family therapist;
- Mental health counselor; or
- Midwife.

How Providers Can Help

- Share this information with NYC-born transgender patients/clients and spread the word among your professional networks.

- Support patients/clients by assisting with the affirmation/affidavit. This may involve reviewing an applicant's medical history and affirming/attesting to their gender identity.

- Contact Danielle Gurr (dgurr1@health.nyc.gov) if you are willing to join a list of providers who can provide free or low-cost services to help transgender applicants obtain an affirmation/affidavit for their applications.

- Direct NYC-born transgender patients/clients to call 311 within NYC or (212-639-9675) for more information.

Affirmation/Affidavit should include:

- Professional credentials; and
- Statement that, in keeping with contemporary expert standards regarding gender identity, the applicant's requested change of sex designation of male or female accurately reflects the applicant's gender identity.
- Template Affirmation/Affidavit Available at: <http://nyc.gov/html/doh/downloads/pdf/vr/gendermarker.pdf>
- Affidavits provided by practitioners other than MD / DO must be notarized.

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Guidelines to Having Affirming Conversations with Transgender Clients

- Ask people what they would like to be called, and then call them that.
- Call transgender people by their preferred name, even if it doesn't match their documentation.
- Use the pronoun (he/him/his, she/her/hers, or something else) that the client prefers.
- It's always important to ask, "Do you want me to use your preferred name only in private, or only with specific people? If so, which people?"
- If you accidentally use a wrong name or pronoun, apologize, use the right name or pronoun, and move on.
- These pointers work well with all clients. With transgender people, they signal safety and respect.
- If a client requests evaluation or medical treatment for gender transition, refer them to a provider that specifically serves that community, such as those listed below.
- If you are a licensed medical or mental health provider, you may assist transgender individuals with correcting the gender marker on their NYC-issued birth certificate. See reverse side for step-by-step instructions.

MEDICAL

Callen-Lorde Com. Health Center

356 West 18th Street
New York, NY 10011
p. (212) 271-7206
w. callen-lorde.org

SOCIAL SERVICE

The LGBT Com. Center

Gender Identity Project

208 West 13th St, New York, NY 10011
p. (212) 620-7310, press 1
Ask for a screening counselor 12-4, M-F
w. www.gaycenter.org

LEGAL

New York Legal Assistance Group

LGBT Law Project
7 Hanover Square, 18th Floor
New York, NY 10004
p. 212-613-5000 x.5107 f. 212-714-6606
w. www.nylag.org/lgbt

Sylvia Rivera Law Project

147 W 24th St, 5th Floor
New York, NY 10011
p. 212-337-8550 f. 212-337-1972
w. <http://srlp.org/>