This quick reference provides instructions for registering surrogate newborns in the Person Directory (PD) application.

Surrogate births in Alberta must be registered in PD in a specific manner to safeguard the identity of the gestational carrier and newborn.

Surrogate Birth: An arrangement where a woman carries and delivers a child for a couple or individual. The gestational carrier may be the child's genetic mother or may be biologically unrelated to the child.

Intended Parent: A parent who has used assisted reproduction to create a child whom they intend to parent whether or not they have a genetic or biological relationship to the child.

All surrogate births (born in Alberta, 28 days or under) are registered in PD using the **intended parent(s)** information.

Registering Surrogate Newborns

1   From the **Add Person** page, select **Newborn** (i.e., born in Alberta, 28 days or under).

2   **Do NOT enter a parent's ULI.** On the Add Newborn page, select "**Adopted/Abandoned**" in the **No Parent ULI Reason** drop down.

> **NOTE** PD users are instructed to use the "adopted/abandoned" reason for surrogate births because this selection is configured to prevent an address from being added to the record.

NEWBORN INFORMATION

3   The **intended parent's last name** MUST be used to identify the patient.

4   It is not required to enter a **first name** is not. Select the **No First Name** checkbox.

PERSON DETAILS

5   Select the **gender**, enter the **date of birth** and **birth order** and select the **registration facility**.

RESIDENTIAL ADDRESS

6   Select the **No Address** checkbox and click **Submit.**

The **Add Newborn Confirmation** page will display.

> **NOTE** If it is found that a newborn previously added to PD is linked to the gestational carrier, the user must notify the PD Service Desk at **780-427-1494**.

For additional information on PD, visit the [Alberta Netcare Learning Centre](#).