

〈出生に関連する届〉 **Official Notifications Related to Birth** For more information, please contact the locations below. Current as of July 1,

2017 <Ward Office General Affairs Department/Public Health and Welfare Department、 Kitasuma Branch Office Citizen Services Division/Public Health and Welfare Division>

Type	Procedure	Submission Period	Necessary Documents	Point of Contact
Birth Notice	<ul style="list-style-type: none"> <li>• Submissions should be made at the municipal office of the parents' legal domicile location, the notifying person's location, or the child's birthplace.</li> <li>• Notifying person = mother or father</li> <li>• Following the submission of a Birth Notice and completion of resident registration in the City of Kobe, a Resident Record (<i>juminhyo</i>) Code Notification will be sent via post from the Ward Office or from Kitasuma Branch Office at a later date.</li> </ul>	Within 14 days of birth	Birth Notice, seal ( <i>inkan</i> ), Maternity Health Record Book	Citizen Services Division
Children of Foreign Residents	Foreign Residents who wish to apply for Special Permanent Residency for their child: The mother/father should apply at the Citizen Services Division of their local ward office or Kitasuma Branch Office.	Within 60 days of birth	Father's or mother's Special Permanent Resident Card (Alien Registration Card), Birth Notice Certificate of Registered Matters or Birth Notice Certificate of Acceptance, Copy of Resident Record, child's passport (for those who have one)	Citizen Services Division
	For children not born to Special Permanent Residents, please apply for status of residence at the Immigration Bureau within 30 days of birth.	Within 30 days of birth	Please consult the Immigration Bureau	Immigration Bureau Kobe Branch TEL:078-391-6378
Enrollment in National Health Insurance Application for lump sum payment for birth and childrearing	<ul style="list-style-type: none"> <li>• Notification is required to obtain recipient status due to a birth</li> <li>• Lump Sum for Birth and Childrearing will be paid to the recipient (The deadline for applications is 2 years from the day after the child's birth. However, for those who will receive payment from another insurer, those who utilized the direct payment system, or those whose listed birth expenses were ¥420,000 or more, no procedures are necessary at your ward office)</li> </ul>	Within 14 days of birth	National Health Insurance Card, seal ( <i>inkan</i> ), Maternity Health Record Book, a document listing the bank account number (head of household's bank book, etc.) (Those who utilized the direct payment system: Direct Payment System Statement of Agreement, document listing birth expenses)	National Insurance and Pension Section
Application for Medical Fee Support for Children	<ul style="list-style-type: none"> <li>• Partial support for the expenses born for medical care (full support for for infants under the age of 3) will be provided to those who are raising children up to the 3<sup>rd</sup> year of Junior High School (the end of the fiscal year in which the child turns 15).</li> </ul>	As soon as possible (after enrolling in health insurance)	Health Insurance Card listing your child, seal ( <i>inkan</i> )	Long-Term Care and Medical Expenses Section
Request for Designation for Child Allowance Or Request for Amount Revision	<ul style="list-style-type: none"> <li>• Allowance will be paid to those raising children up to the 3<sup>rd</sup> year of Junior High School (the end of the fiscal year in which the child turns 15). A Request for Amount Revision is required for those who already receive payments.</li> <li>• However, public employees should request designation at their place of work</li> </ul>	Within 15 days of the day following birth (As a general rule, payments begin the following month after an application has been made)	Seal ( <i>inkan</i> ), parent/guardian's Health Insurance Card, bank book where the recipient is the account holder. There may be circumstances where further documents are requested.	Child and Family Support Division (Public Health and Welfare Division) Child Welfare Section Child Health Section
Application for provision of Medical Care Fees for Premature Infants	<ul style="list-style-type: none"> <li>• For infants whose weight is less than 2000g at birth, or who are particularly frail, and for whom it is designated by a doctor that they are premature infants and need to be cared for at a special medical organization, Kobe City will cover personal and sustenance expenses which are incurred as part of medical checkups and examinations as part of in-patient fees.</li> </ul>	As soon as possible	Childrearing Provision Application Form and Statement; Taxation Confirmation Form/Household Survey (application forms are located in the Child and Family Support Division) and Household Income Declaration for the current year; Health insurance card (from the parent/guardian under whose health insurance the infant will likely be registered); personal seal ( <i>inkan</i> )	
Submission of Postcard for Notification of Birth (located inside Maternity Health Record Book). (Required for childrearing consultation and other contact)				

Please handle matters at your local ward/branch office where you have completed resident registration. Inquiries should be addressed to the appropriate location at the Ward Offices/Branch Offices listed below.

Higashinada Ward ☎ 841-4131 Nada Ward ☎ 843-7001 Chuo Ward ☎ 232-4411 Hyogo Ward ☎ 511-2111 Kita Ward ☎ 593-1111  
Nagata Ward ☎ 579-2311 Suma Ward ☎ 731-4341 Kitasuma Branch ☎ 793-1212 Tarumi Ward ☎ 708-5151 Nishi Ward ☎ 929-0001