

Learn how to...

# Add multiple Digital Certificates to the Service Victoria app

It is now possible to link multiple COVID-19 Digital Certificates to one Service Victoria app, letting you check in more than one vaccinated person at a time.

Note: Make sure you have updated the Service Victoria app.



In the [App Store](#), tap your profile icon, and scroll down to see the pending updates.

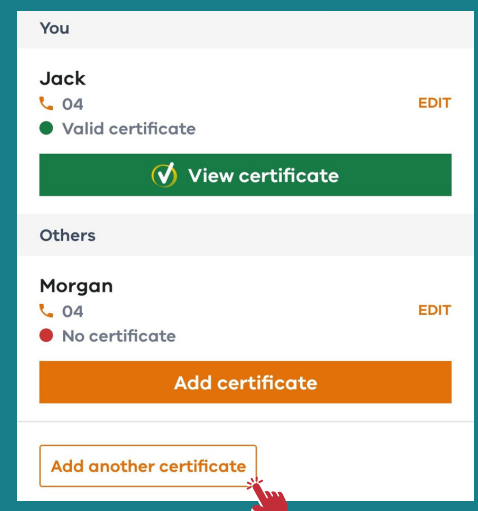
In the [Play Store](#), tap your profile icon, then select 'Manage apps & device'. If listed, tap the app to update.

Step 1: Open the Service Victoria app and view your connected certificates and accounts.



Step 2: Add a certificate to a contact that already exists by pressing the [Add Certificate](#) under their name.

Or, add a new contact and certificate together by pressing [Add Another Certificate](#) below.



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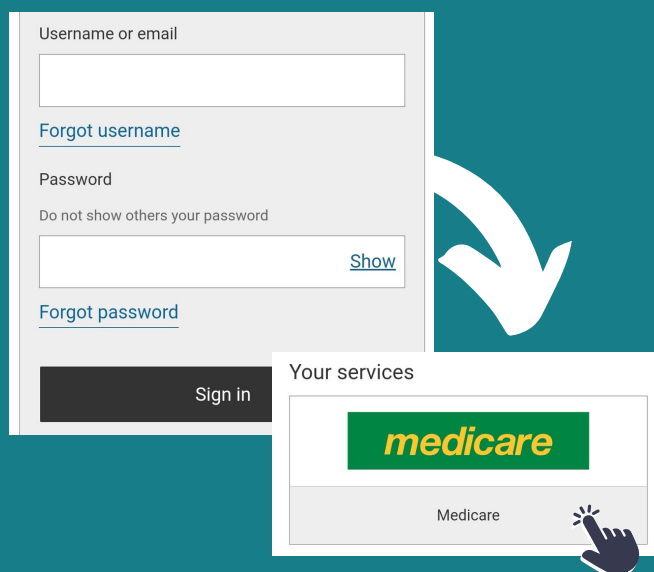
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Step 3: Tap Add certificate via myGov to be taken to the myGov website.

Add certificate via myGov 

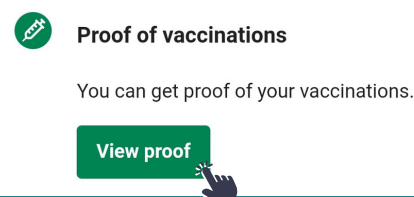
Step 4: Log into myGov with the person's sign in details, and go to Medicare in the Your Services section.

If you do not have an account, or do not have Medicare linked, please refer to our Learn how to Link Medicare to myGov instructions on our website.



The screenshot shows the myGov login interface. It includes a 'Username or email' field, a 'Forgot username' link, a 'Password' field, a 'Do not show others your password' checkbox, a 'Show' link, and a 'Forgot password' link. A 'Sign in' button is at the bottom. A large white arrow points from the login section to the 'Your services' section, which features a 'medicare' button and a 'Medicare' link below it. A hand icon is shown tapping the 'Medicare' link.

Step 5: In Medicare you can View Proof to find your vaccination certificate.



The screenshot shows the 'Proof of vaccinations' section in the Medicare app. It includes a green checkmark icon, the title 'Proof of vaccinations', and the text 'You can get proof of your vaccinations.' Below this is a green 'View proof' button with a hand icon tapping it.

Step 6: Press View History

View history

Step 7: Select Share with check in app, then Share with Service Victoria. You can also share with other state apps using this method.

Share with check in app



Service Victoria

Share

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Step 8: Read the terms and conditions and Accept and Share to your Service Victoria App

Accept and share

Step 9: You will be taken to the Service Victoria app. If asked for permission to take you there, Accept.

Finally, select which contact the Digital Certificate is for. You can pick yourself, another person, or add a new contact.

The following certificate is ready to be added to the Service Victoria app. You can use this certificate when checking in.



Who does this certificate belong to?

- ☐ Jack
- ☐ Morgan
- ☐ New contact

You are now able to check-in for multiple people using one device. If you have any questions, or would prefer some one-on-one help, don't hesitate to get in touch! Our friendly staff will do everything we can to get you the proof you need to visit Your Library.