Dear GeMS families,

Many of you have asked about changing names and gender markers for your children or yourself. This guide is intended to direct you to the correct organization to answer your questions and help you proceed with the process.

Please be advised that these guidelines are subject to change and are not intended as legal advice. We have gathered this information as a courtesy to our families and patients.

During this process there are several documents you will need to change gender markers, names, driver’s license, birth certificates and medical certifications. *These vary state-to-state.* You can contact [www.transequity.org](http://www.transequity.org) to find the requirements of your state.

In Massachusetts, we suggest that you contact the MA Transgender Political Coalition, whose *ID Project* matches volunteers with families to assist with these steps: [www.masstpc.org](http://www.masstpc.org)

*Federal documents*, like passports and social security, are not state specific and information about changes can be accessed at:

[https://travel.state.gov/content/passports/en/passports/information/gender.html](https://travel.state.gov/content/passports/en/passports/information/gender.html)

[http://www.transequity.org/know-your-rights/social-security](http://www.transequity.org/know-your-rights/social-security)

We strongly suggest you contact your insurance company to discuss their policy and procedure on name and gender marker change. Changing the name or gender of a patient with the insurance company prior to changes in the Boston Children’s system may result in claims issues.

Once you have completed these changes, please complete the *Master Patient Index Demographics Change Form for Boston Children’s Hospital*, which is available through medical records or from the GeMS Program.

Sincerely,

The GeMS Team