

Updating your contact details

It is important to update your provider or Registered Manager contact details if these change. You can do this either by using the Provider Portal, or by completing a form on our public website.

To use the Provider Portal, [log into your account](#) and click 'Registration' on the top purple bar. You can then make changes to your name, email address, and any service contact details in the relevant section.

If you don't have a Provider Portal account, you can [use this form](#) to update your contact details.

The Provider Portal is the online system which allows you to send statutory notifications and make changes to your registration in a quick and efficient way. If you are a provider with 10 or fewer locations you should have been invited to create an account. If you fit this criteria but have not been invited to create an account, please contact us at enquiries@cqc.org.uk or call 03000 616 161 (select option 4).