

## Registration with Healthcare Inspectorate Wales (HIW) and changes to statements of purpose during COVID-19

We want to support independent health care providers as they look to support the NHS as part of the ongoing effort to respond to COVID-19. To help ensure that registration does not act as a barrier to these different ways of working, this note aims to explain how changes to registration can be made when responding to NHS Wales contingency planning. This approach covers both new registrations and changes to existing registered services.

A COVID-19 registration is any 'application' from an independent health care provider where they:

- Intend to deliver services which provide additional health care capacity in an area; or
- contribute to the control of the outbreak of COVID-19 or the treatment of people who have contracted the illness.

For changes that do not affect your conditions of registration e.g. additional procedures/services, these can be notified by submitting the [NE08 notification form](#) and a copy of your revised statement of purpose. These changes can then be implemented as soon as we are notified. Other changes may need you to change your existing registration, e.g. increasing bed numbers or changing age ranges. For these types of changes you will need to submit an application to [vary conditions](#). All applications relating to COVID-19 will be prioritised. In urgent cases, for example to increase existing capacity, we can assess your application at the same time as you are making the changes.

### What this means for providers

We expect that most changes will be managed via updates to your statement of purpose and examples of where an application to vary conditions might be required are provided above. These are not exhaustive, and many applications will need to be discussed with our team. If you have any queries on whether an application is required please contact us.

If you are intending to register a new service please contact us before submitting an application so we can advise you fully on the documentation we require as part of your application.

Registration applications should be sent to [hiwregistration@gov.wales](mailto:hiwregistration@gov.wales) and should include 'COVID-19' in the email title so that it can be identified and prioritised accordingly. If the changes you are making do not require a change to your conditions of registration visit our website download the [NE08 notification form](#), and email the completed form along with your updated statement of purpose to [hiwregistration@gov.wales](mailto:hiwregistration@gov.wales)

Registration applications for new providers that are not related to COVID-19 are continuing as usual. We will determine whether a site visit will go ahead in discussion with the individual provider and will aim to perform all pre-registration checks electronically or via skype. We are working on further guidance and will share any updates on our website.