



19 September 2017

Dear Registered Provider

### **Registration of Residential Care Beds in Nursing Homes**

Further to my letter, dated 19 July 2017, in relation to the provision of residential care beds in nursing homes, I am writing to request that you now apply to register in accordance with your chosen option.

#### **Application to Register a Separate Residential Care Home**

For nursing homes planning to register their current residential care beds as a separate residential care home, you are required to complete an application form for this registration and an application to vary the numbers of nursing beds in your nursing home.

#### **Variation to Registration to Accommodate Named Residents in a Nursing Home**

For those of you who do not wish to register your current residential care beds as a separate residential care home, you are required to apply to RQIA to vary your nursing home registration to accommodate 'named residents' and a short guidance document is included with this letter to advise you on this process.

#### **Nursing Homes No Longer Utilising Residential Care Places**

Where you currently have residential categories of care on your certificate but no longer accommodate any residents, you are required to complete an application form to remove the residential care categories from your nursing home registration.

Please contact our Registration Team to obtain the relevant forms which should be submitted by **Friday, 27 October 2017**.

I again reassure you that no fees will be applied as part of this process.

Please note that no further residents can be admitted to a nursing home, except in exceptional circumstances, following application to RQIA. Please refer to the enclosed guidance document for more information.

Should you have any further queries, please contact your inspector, or RQIA's  
Registration Team, on (028) 9051 7500 or at email: [registration@rqia.org.uk](mailto:registration@rqia.org.uk)

Yours sincerely



 Kathy Fodey  
Director of Regulation and Nursing

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