

99602009019000

Professional Carer Registration

Heruntergeladen am 06.07.2025

<https://fimportal.de/xzufi-services/S1000020010000012975/S100002>

Modul	Sachverhalt
Leistungsschlüssel	99602009019000
Leistungsbezeichnung I	Professional Carer Registration
Leistungsbezeichnung II	Apply for registration as a professional carer
Typisierung	3 - Bundesaufsichtsverwaltung: Regelung
Quellredaktion	Hamburg
Freigabestatus Katalog	unbestimmter Freigabestatus
Freigabestatus Bibliothek	unbestimmter Freigabestatus
Begriffe im Kontext	<div lang="en-x-mtfrom-de">Career supervisor</div>, <div lang="en-x-mtfrom-de">legal assistance</div>
Leistungstyp	
Leistungsgruppierung	
Verrichtungskennung	
SDG-Informationsbereich	
Lagen Portalverbund	
Einheitlicher Ansprechpartner	Nein
Fachlich freigegeben am	19.04.2024

Modul
Sachverhalt
Fachlich freigegeben durch
Handlungsgrundlage

Section 24 paragraph 1 Care Organisation Act (BtOG) - Registration procedure, authorization to issue regulations, registration fee
https://www.gesetze-im-internet.de/btogg/_24.html §§ 32, 34 BtOG - Registration of already active professional carers, preliminary registration procedure
<https://www.gesetze-im-internet.de/btogg/BJNR091700021.html#BJNR091700021BJNG001000000> Section 13 paragraph 1 of the Caregiver Registration Ordinance (BtRegV)
https://www.gesetze-im-internet.de/btregv/_13.html Hamburg Law on the Implementation of the Care Organisation Act (HmbAGBtOG)
<https://www.hamburg.de/contentblob/16431008/9521c92e526d3dea79b6607838fad159/data/gesetz-zur-umsetzung-der-reform-des-vormundschafts-und-betreuungsrechts.pdf>

Teaser

You can register as a professional carer.

Volltext

If you want to provide legal care to other people as part of your profession, you must be nominated by the guardianship authority and appointed by the guardianship court. You must first register as a professional guardian with the relevant authority. Professional guardians exercise the office of legal guardian on a professional basis and are tasked with acting within the scope of the court-defined tasks for the benefit of the person concerned and taking into account the wishes of the person concerned. If you change your business or residential address or would like to delete your entry in the care register, you must also inform the responsible authority.

Erforderliche Unterlagen

To register you need the following documents:
 Application for caregiver registration Certificate of good conduct for submission to an authority
 Information from the central debtor register
 Professional liability insurance cover for self-employed persons if applicable, certificate from a recognized care association about the existing employment relationship Statement on pending proceedings
 Notification of intended time frame and organizational

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structure Statement on previous registration procedures Evidence of acquisition of the required expertise In order to fulfill your obligation to provide information and evidence, you will need the following documents: every 6 months: list of currently managed care cases according to § 25 BtOG including local court and file number immediately: changes, for example name change, change of place of business, time frame, organizational structure every 3 years: certificate of good conduct, information from the central debtors register, declaration as to whether insolvency / investigation or criminal proceedings are pending after announcement: result of the determination procedure regarding the binding remuneration classification Regularly: Evidence of training courses you have attended as a professional carer

Voraussetzungen

You have the personal suitability and reliability. You have sufficient expertise and can provide evidence of this. If you are self-employed, you have liability insurance with a coverage amount of at least EUR 250,000.

Kosten

A fee of 200 euros is charged for each registration. Expenses are not charged separately. In individual cases, the fee may be waived for reasons of fairness. The following registrations are always free of charge: Registrations according to Section 28 paragraph 2, Registrations pursuant to Section 32 Paragraph 1 Sentence 1 and permanent registrations for applicants who are provisionally registered under Section 33.

Verfahrensablauf

You can apply to be registered as a professional carer in writing or online. Submit the application with the required documents to the responsible authority. The responsible authority will examine your application and your documents. If necessary, the responsible authority will request further documents or information from you. To determine your personal suitability, the care authority will arrange a personal interview with you. The responsible authority will decide on your application. You will receive notification of the decision.

Bearbeitungsdauer

The submitted documents will be processed as quickly as possible.

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Frist	You must register as a professional guardian before you can be appointed as a legal guardian by the court.
weiterführende Informationen	https://www.hamburg.de/betreuungsrecht/veroeffentlichungen/ https://www.hamburg.de/fhh-permalink/116646 https://www.hamburg.de/betreuungsrecht/ https://www.hamburg.de/betreuungsrecht/ https://www.hamburg.de/betreuungsrecht/berufsbetreuer/ https://www.hamburg.de/berufsbetreuer/ https://www.hamburg.de/betreuungsrecht/beratungssstelle-rechtliche-betreuung/ https://www.hamburg.de/betreuungsrecht/beratungssstelle-rechtliche-betreuung/
Hinweise	
Rechtsbehelf	Objection within one month of receipt of the decision
Kurztext	Apply for registration as a professional carer to take over the legal care of a person designated by the court for care Registration for the commercial exercise of the office as a legal guardian Notification of changes e.g. of business or residential address Deletion of the entry in the care register
Ansprechpunkt	If you want to find out exactly who is responsible for your request, please follow the link to Authority finder Hamburg
Zuständige Stelle	District Office Altona
Formulare	
Ursprungsportal	Behördenfinder Hamburg, Authority finder Hamburg (Currently this link is only available in german)