

Requesting the withdrawal of your NHS provider licence

This document contains guidance on requesting withdrawal of your NHS provider licence. It is intended for independent providers and NHS-controlled providers.

A request for withdrawal constitutes an application by the licence holder to revoke the licence, for the purposes of section 89(a) of the Health and Social Care Act 2012.

NHS Improvement is the operational name for the organisation that brings together Monitor, the NHS Trust Development Authority, Patient Safety, the National Reporting and Learning System, the Advancing Change team and the Intensive Support Teams. In this document, references to NHS Improvement are references to Monitor.

Background

All providers of healthcare services for the purpose of the NHS require an NHS provider licence unless they are exempt. However, providers whose services have been designated as commissioner requested services (CRS) must be licensed even if they would otherwise be exempt.

You are expected to request the withdrawal of your licence if the requirement to hold that licence or the type of provider licence that you hold no longer applies to your organisation. Situations in which this may occur include **but are not limited to**:

1. You no longer provide healthcare services for the purpose of the NHS.
2. You are no longer registered with the Care Quality Commission.
3. You are now exempt from licensing and no longer or never provided CRS.
4. You hold a licence as an independent provider but from 1 April 2018 will be classified as an NHS-controlled provider and as such require a licence containing the standard conditions for NHS-controlled providers.

If you are continuing to provide NHS services, but consider that you are exempt from the requirement to hold an NHS provider licence, please review the [exemption criteria](#) published by the Department of Health and Social Care.

If you hold a licence as an independent provider but consider that you will be classified as an NHS-controlled provider, we ask you to provide further information. NHS-controlled providers are defined as providers that are:

1. not themselves NHS trusts or NHS foundation trusts
2. required to hold a provider licence
3. ultimately controlled by one or more NHS trusts and/or foundation trusts, where 'control' is defined on the basis of IFRS 10.

You can find out more about NHS-controlled providers in the [policy document and consultation response summary](#).

Timing

We aim to process your request within 20 working days of receiving your completed request form, unless queries or concerns are raised that cannot be dealt with within this timeframe.

We will confirm we have received your request for withdrawal. Following review, we will notify you whether we approve your request. If we do, we will revoke your licence pursuant to section 89(a) of the Health and Social Care Act 2012.

Contact

If you have any queries regarding the licence revocation process, please contact NHS Improvement's Licensing team at: NHSI.Licensing@nhs.net

For all other queries please contact NHS Improvement's Enquiries team on 020 3747 0606; enquiries@improvement.nhs.uk