

# Practitioner Profile Update

**Do you need to change your mailing or primary practice address with the Board?  
Do you need to update your email address?**

*All licensed practitioners can edit/change their demographic information through the Online Practitioner Profile. The changes you submit through the profile update to the Board's internal database within 24 hours.*

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The steps to change your profile are as follows:

1. Go to the Board's website at <http://www.mbp.state.md.us/>
2. On the right hand side of the home page click "Practitioner Profiles" (see Figure A)



Figure A

3. Type in your license number under the heading, "Are you a licensed practitioner and need to create/edit your profile information?" (see Figure B)

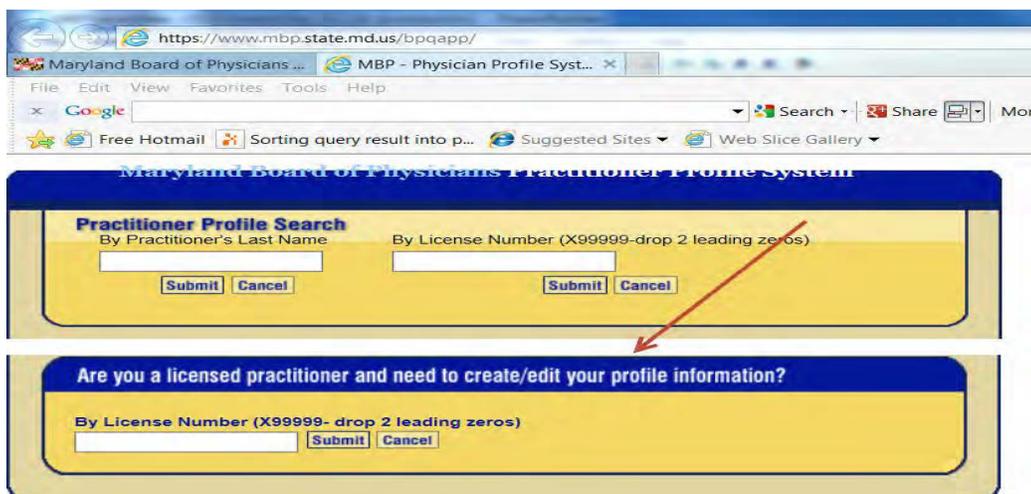


Figure B

4. Complete the initial registration screen (see Figure C)

The screenshot shows a registration form titled "Practitioner Registration" within the "Maryland Board of Physicians Practitioner Profile System". The form contains several input fields: "License Number (X99999)", "Last 4 digits of your SSN", "Date of Birth (mm-dd-yyyy)", "Email Address (name@domain.com)", "Password", and "Confirm Password". Below these is a "Select your Security Question" dropdown menu with the text "Please select one of the following questions:" and a "Type your Security Answer (200 characters max. not case sensitive)" text box. At the bottom right are "Submit" and "Cancel" buttons.

Figure C

5. Once registered, you can edit your demographic information. (See sample in Figure D)

The screenshot displays a practitioner's profile with several sections, each featuring an "Edit" button. Red arrows point to these buttons. The sections are: "Date License Issued: 09/23/1983" and "License Expiration: 09/30/2015" (with "MD 21738" on either side); "Graduated from: UNIV OF MD SCH OF MED"; "Postgraduate Training Program" (University of Maryland, Baltimore, MD) and "Concentration" (Internal Medicine); "Specialty Board Certification by ABMS/AQA - as reported by licensee" (Internal Medicine, Geriatric); and "Self-Designated Practice Area" (Internal Medicine, Geriatric and Internal Medicine).

Figure D