

## Practitioner Profile Updates

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

**Do you need to update your email address?**

**Do you need to add/delete Hospital Privileges?**

*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.*

The steps to change your profile are as follows:

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



Home About the Board Licensure Resources & Information Contact

**MARYLAND** Maryland Board of Physicians  
.gov

Look up a license

Hospital Privilege Updates Now Maintained by Licensee in Profile  
Read more...

Criminal History Record Check  
Read more...

Mandated 10-day Reporting Requirements  
Read more...

Electronic Death Certificate Registry  
Read more...

Six Month Reports no longer required--as of April 18, 2017  
Read More

Resources  
> Download Forms

Licensure  
> Renew my Physician License

Topics of Interest  
> Access FAQ's

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)

The screenshot shows a web browser window with the URL <https://www.mbp.state.md.us/bpqapp/>. The page title is "Maryland Board of Physicians Practitioner Profile System". The main content area is yellow and contains two search sections. The first section, titled "Practitioner Profile Search", has two search options: "By Practitioner's Last Name" and "By License Number (X99999-drop 2 leading zeros)". Each option has a text input field and "Submit" and "Cancel" buttons. A red arrow points from the "By License Number" input field in the first section down to the "By License Number" input field in the second section. The second section is titled "Are you a licensed practitioner and need to create/edit your profile information?" and also has a "By License Number (X99999- drop 2 leading zeros)" search option with a text input field and "Submit" and "Cancel" buttons.

Figure B

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

The screenshot shows the "Practitioner Registration" form within the "Maryland Board of Physicians Practitioner Profile System". The form is yellow and contains the following fields and options:

- License Number (X99999)**: Text input field.
- Last 4 digits of your SSN**: Text input field.
- Date of Birth (mm-dd-yyyy)**: Text input field.
- Email Address (name@domain.com)**: Text input field.
- Password**: Text input field.
- Confirm Password**: Text input field.
- Select your Security Question**: A dropdown menu with the text "Please select one of the following questions:" and a downward arrow.
- Type your Security Answer (200 characters max. not case sensitive)**: Text input field.
- Submit** and **Cancel** buttons.

Figure C

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

Graduated From: UNIV OF MI MED SCH	
<a href="#">Edit General Information</a> ←	
<b>Postgraduate Training Program &amp; Concentration</b>	
Postgraduate Training Program	Concentration
96th Medical Group, Eglin AFB, FL	Acupuncture
<a href="#">Edit Training</a> ←	
<b>Specialty Board Certification (by ABMS/AOA - as reported by licensee)</b>	
Concentration	
Acupuncture	
<a href="#">Edit Specialty Board Certification</a> ←	
<b>Self-Designated Practice Area</b>	
Self-Designated Practice Area	
Broncho-Esophagology	
Anesthesiology, Critical Care Medicine	
<a href="#">Edit Self-Designated Practice Area</a> ←	
<b>Maryland Hospital Privilege Information</b>	
ID	MD Hospital Privileges
761	Doctors Community Hospital
<a href="#">Edit Maryland Hospital Privilege</a> ←	
<b>4/18/2017--Physicians are now responsible for updating their hospital privileges.</b>	
<b>Medical Licenses Held in Other States (as reported by licensee)</b>	
Other States Licensed	
Alabama	
<a href="#">Edit Medical Licenses Held in Other States</a> ←	

Figure D