

# Registering health care proxies and advance care directives in the central register of health care proxies

If you have set up a power of attorney and/or a care directive, you should register it in the Central Register of Lasting Powers of Attorney of the Federal Chamber of Notaries.

## Competent Department

- [Bundesnotarkammer \(BNotK\), Zentrales Vorsorgeregister \(ZVR\)](#)

## Basic information

A health care proxy and/or care directive can only be effective if it can be found in an emergency.

In an emergency, the registered details can be retrieved by care courts around the clock via secure online access. If an emergency situation arises very suddenly and you are no longer able to make a statement, the care court can clarify whether there is a power of attorney or a care directive and - if you have provided details - where the document is kept. This can prevent legal guardianship from being ordered.

You can register the following data electronically in the Central Register of Lasting Powers of Attorney of the Federal Chamber of Notaries:

- Data of the principal or the person making the power of attorney
- Data of the authorized representative or the proposed guardian
- Date on which the deed was drawn up
- Storage location of the document
- Details of the purpose for which the power of attorney was granted or the care directive was drawn up
- Information on special instructions and wishes, including whether a living will has also been drawn up

Please note that the Central Register of Lasting Powers of Attorney does not keep the document (nor the copy) in which the power of attorney or the advance care directive is contained.

When you make a new entry, you will receive a personal ZVR card in addition to the registration confirmation. On this card, you can note the name of the principal as well as the names and telephone numbers of up to two trusted persons.

You can change, add to or delete entries in the Central Register of Lasting Powers of Attorney at any time.

Institutional users of the register (e.g. notaries, lawyers, care associations or care authorities registered with the Central Register of Lasting Powers of Attorney) are subject to special conditions for registration with the Central Register of Lasting Powers of Attorney. For example, if you have had your power of attorney and/or care directive notarized by a notary, they can also register it. The notary will not receive any fees for the registration and will only charge you the lower registration fee in addition to the notarization fee.

## Requirements

You must have drawn up a health care proxy or a care directive.

## What documents do I need?

- Data form for private individuals
- If there are several authorized representatives or proposed guardians: Additional sheet for authorized representatives/guardians for private individuals

## Procedure

You can apply for registration in the Central Register of Pensioners yourself online or in writing.

If you would like to apply for registration online:

- Go to the website of the Central Register of Lasting Powers of Attorney and follow the instructions.
- After you have submitted the online application for registration, the Central Pension Register will send you a data control sheet and an invoice. You can see the data to be entered on the data control sheet and make any necessary corrections.
- Once you have paid the applicable fee, your power of attorney or care directive will be registered in the Central Register of Lasting Powers of Attorney and the competent guardianship court will be able to inspect it.
- At the end of the procedure, you will receive a confirmation of registration and the ZVR card.

If you would like to apply for registration in writing:

- Download the form for private individuals online and print it out.

- Fill in the form, add the supplementary form if required and send the application documents to the Central Register of Lasting Powers of Attorney
- After you have submitted the written application for registration, the Central Pension Register will send you a data control sheet and an invoice. You can see the data to be entered on the data control sheet and make any necessary corrections.
- Once you have paid the applicable fee, your power of attorney or care directive will be registered in the Central Register of Lasting Powers of Attorney and the competent guardianship court will be able to inspect it.
- At the end of the procedure, you will receive a confirmation of registration and the ZVR card.

Note: If you have the power of attorney or advance care directive notarized or certified by a notary, they can arrange for it to be registered in the Central Register of Lasting Powers of Attorney on your behalf. The same applies if you draw up the power of attorney or care directive with the assistance of a lawyer, care association or care authority that is registered with the Central Register of Lasting Powers of Attorney as a so-called institutional user.

Registration portal of the Central Register of Lasting Powers of Attorney [<https://www.vorsorgeregister.de/privatpersonen/registrierung>] Application for registration of the existing lasting power of attorney on the ZVR website [<https://zvr-online.bnotk.de/zvr/startseite.xhtml>]

## Legal bases

- [§ 78a Vorsorgeregister-Verordnung \(VRegV\)](#)
- [§ 78b Vorsorgeregister-Verordnung \(VRegV\)](#)

## What deadlines must be paid attention to?

There is no deadline.

## How long does it take to process

For online application: 1 month

For written applications: 1-3 working days

## What are the costs?

For registration by private notifier

- EUR 13.00 - 18.50 for the registration of the first authorized representative

- EUR 2.50 - 3.00 for each additional authorized representative

For registration by notaries, lawyers, care associations and authorities

- EUR 8.50 - 16.00 for the registration of the first authorized representative
- EUR 2.50 - 3.00 for each additional authorized representative