

## Change to Website Information Form

Please return the form to: [loth.carehomesqstandards@nhslothian.scot.nhs.uk](mailto:loth.carehomesqstandards@nhslothian.scot.nhs.uk)

\*please note there is a second page for any additional information you wish to give\*

Date request made	
Team information being changed for	
Your Name (and team if different to team above)	
Your email address	
Name of page wanting changes made to	
Weblink/address to page wanting changed	
What is the change (delete what not wanted)	<p><b>Add/Remove information OR Edit existing Information</b></p> <ul style="list-style-type: none"> <li>• Text</li> <li>• Image</li> <li>• Link to webpage</li> <li>• Link to document</li> </ul>
If a document/image/link	Where exactly do you want it/is it at the moment (please be as clear as possible)?
	Have you attached it to the email you will send this form in? - Yes/No
	If adding image/document - Do you have rights to use this? – Yes/No
If you are wanting text changed please write in the box exactly what you want written – copy and paste if possible <b>If it is too big for this box please write on the next page</b>	

## Change to Website Information Form

Please return the form to: [loth.carehomesqstandards@nhslothian.scot.nhs.uk](mailto:loth.carehomesqstandards@nhslothian.scot.nhs.uk)

Additional Information: