How do I transfer my account to another person?

Mari Opstad - 2026-02-11 - Comments (0) - Account and user settings

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In short:

You can transfer your account to another person in the **Subscription Management portal**. When you start a transfer, the new person will receive an email and must accept the transfer before it takes effect.

Here's how:

1. Go to **Subscription Management** – here.
2. Select **Account** in the menu on the left.
3. At the bottom left of the page, click **Transfer your account to another**.
4. Enter the name and email address of the person you want to transfer the account to.
5. Click **Transfer account**.
6. The new person will receive an email and must **accept the transfer** to complete the process.

Important:

The new user will take over all subscriptions and associated information.

Note:

Once the transfer is complete, you will lose access to both the Care Tracker app and the Subscription Management portal.

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