



MEMBERSHIP APPLICATION

Member in Practice

Please complete your details in **BLOCK CAPITALS**, personal details in section 1 will be held on record for administration purposes only

1.

Title:	First Name(s):
Surname:	
Home Address:	
.....	
..... Post code:	
Tel:	Mobile:
E-mail:	

2.

Type of discipline(s) (e.g. counselling, massage, homeopathy ...):
Qualifications:
Membership of governing body(ies):
Web Link to Membership listing: (if applicable)

3. Please **PRINT** exactly how you would like your listing to appear on the Guild register, publications & listings:

Name:

Tel: Mobile:.....

Address:

..... Post Code:

Discipline(s)*.....

Email:

Website: http://

4. Please submit the following with your application:

Completed Standing Order Mandate (preferred option) and/or Cheque (payable to: Mid Wales Guild of Holistic Therapists)

Copy of Qualifications

Copy of Membership Certificate of Governing Body or provide link to relevant Web Listing (proof for each listed discipline required)

Copy of Public Liability/ Malpractice/Professional Indemnity Insurance Certificate

Signed Agreement to Terms and Conditions (page 5)

Declaration: I certify the information listed on this application form (and any additional materials submitted) is, to the best of my knowledge, truthful. I confirm that no disciplinary action is pending or has ever been sustained against me by any professional body. I further confirm that I have never been convicted of a criminal offence and that no criminal prosecution is pending. (N.B. If you are unable to confirm either of the foregoing sentences, please provide full, written details.) I understand that acceptance of my application is entirely at the discretion of the committee.

I agree to abide by the Constitution and Rules of The Mid-Wales Guild of Holistic Therapists. I agree for my details in section 3 to be made available for use on Guild literature, publications and web listing.

Signed: **Dated:**/...../.....

Please enclose your membership fee of £30 plus a one off joining fee of £5.
 Cheques made payable to: **Mid-Wales Guild of Holistic Therapists**
 Please send your completed application form together with your payment and the relevant supporting documentation required to the secretary: **The Oaks, Abbeycwmhir, Llandrindod Wells, LD1 6PH**



MEMBER IN PRACTICE TERMS & CONDITIONS

1.0 Introduction

The Guild is an organisation whose aim is to:-

- To raise awareness in the wider community of accredited practitioners in their area within Mid-Wales.
- To support practitioners in the field of holistic healing methods, alternative health practices, natural or energetic therapists who work in the Mid-Wales area.
- To promote the well being of the community of Mid-Wales through holistic healing methods, alternative health practices, natural or energetic therapies and education on health and well-being.
- To provide support, education and training to practitioners, other individuals, and organisations in the subject of holistic health education, seminars, workshops and events in Mid-Wales and the wider community.

The Guild defines holistic medicine as a form of healing that considers the whole person, body, mind, spirit, and emotions; in the quest for optimal health and wellness. The members of the Guild are practitioners of a recognised healthcare or bodywork qualification who demonstrate or provide a holistic healing method, alternative health service, natural or energetic therapy.

The criteria for acceptable therapies should be at least one of the following principles of treatment, or healing modality:

- 1) relaxation or stress relief
- 2) relieving pain or emotional trauma
- 3) helping people heal faster

Since this is a Guild for holistic practitioners solely in the field of healthcare we are sorry but we are unable to admit as members beauty therapists, hairdressers, manicurists, tattooists, body piercing etc.

The Guild welcomes:-

- **MEMBERS IN PRACTICE** - who are qualified practitioners who meet the criteria and are eligible for membership of the Guild. Members in Practice have the right to attend the annual general meeting (and any extraordinary general meetings) and have important powers under the constitution; in particular, the Members elect people to serve as Committee Officers, and take decisions in relation to changes to the constitution. They are eligible to attend social and educational events run by the Guild.
- **FRIENDS OF THE GUILD** – are people who wish to support the aims and objectives of The Guild but are not eligible for Member in Practice status, for example they are students or retired practitioners. They do not have voting rights, or any other rights in relation to the governing of the Guild though they can attend AGMs, and are eligible to attend social and educational events. Friends of the Guild are covered by separate terms and conditions. Please enquire if you require further information.

2.0 Qualifications for membership

To apply for status of Member in Practice (MIP) of the Guild you must:

- complete an application form and sign the membership agreement;



- provide evidence that you hold a recognised qualification or license to practice your individual therapy which may be a holistic healing method, alternative healthcare service, natural or energetic therapy.
- provide evidence that you hold membership with a professional or governing body who is a specialist in their field, where such a body exists;
- have current professional indemnity insurance;
- work in Mid-Wales;
- sign an agreement that you understand and shall comply with the objectives and aims of the Guild and the Terms and Conditions of membership;

On receipt of your first application, and provided you meet the criteria for admission, you will be invited to an informal meeting with one or more of the Committee members to discuss your application. The Committee will then consider your application for membership at the first committee meeting which is held after receipt of the application and will notify you of our decision, in a reasonable time after the meeting.

The Committee may, at our discretion, refuse to admit any person to membership.

Once admitted to the Guild the Member In Practice will be accorded a 6 month probationary period, during which time the Guild shall assess your suitability for full membership to the Guild.

3.0 Membership Guidelines

The membership year runs from 1st April to 31st March the following year.

The cost of membership is £30 per annum plus an administration fee of £20 in the first year and is payable on or before the 1st May in each year. Failure to pay by the due date may result in an additional administration fee of £20 being levied.

You will be considered a full member once you have been approved by the Committee and the probationary period has expired, your annual subscription has been paid in full, and you have submitted all your documentation.

If your membership subscription remains outstanding beyond the 1st June the committee may, expel you from membership, omit or remove you from any Guild documentation, register, publication, directory or website. You may not be notified.

If you wish to withdraw from membership please notify the Guild by letter or email and on receipt of the notice by the Guild, you shall cease to be a member. If you cease to be a member for whatever reason, you shall not be entitled to any refund of the membership subscription. Your membership is not transferable to any other person.

4.0 Register of Members

The Guild Secretary maintains a list of its members and this includes your personal contact details. The register is only used by the Guild and remains separate from the Directory of Practitioners which is made public. The information provided on the register will be used to contact you about any meetings or upcoming events. Please notify us promptly of any changes to your personal or professional details.

We aim to use electronic means wherever possible so please notify us if you need to be contacted by letter.

5.0 Directory of Practitioners

The Guild maintains a Directory of Practitioners which is used for the promotion of the Guild and its Members as part of the Guild's objectives. It is published annually. As a member you have the right to restrict your personal information or give your professional contact details for inclusion on the Directory before publication.



- The Guild is not be responsible for any inaccuracies or omissions in the hard-copy form and/or electronically.
- The Guild is not be obliged to re-issue the directory if you wish to change your details contained in the Directory part way through the year but we will endeavour to update the website with your current details.
- Only Members in Practice in good-standing with the Guild shall be eligible for admission to the Directory.

6.0 The Guild Website

The Guild has a website and with your consent will publish your details as per the Directory of Practitioners.

We hope to provide a webpage for each Member in Practice to write about themselves and describe their individual therapies. This will be moderated by the Guild and the Guild has the right to take down any information that it feels is not in keeping with the Guild's aims or contravenes the Terms and Conditions of membership. This includes but not limited to:-

- Publishing of obscene, offensive, inappropriate or illegal material.
- All advertising must be legal, decent, honest and truthful and must conform to relevant guidelines in the British Code of Advertising Practice.
- Your advertisements may include information about any qualifications you hold and special areas of interests, provided you are qualified and insured in those areas.
- You must not make claims of superiority or disparage professional colleagues or other professionals or members of the Guild.
- You may not advertise any third party services, companies or products.
- The Guild has the right to block access to the website, or remove the webpage entirely for continual or severe abuse of the facility.

Please notify us if you prefer not to be included on the website.

7.0 Expulsion from membership

The Guild may expel any member during the probationary period for failure to adhere to the membership terms and conditions, or who are deemed unsuitable as members to the Guild. Once passed the probationary period you may be expelled from membership if you fail to adhere to the membership terms and conditions or contravene the objectives of the Guild, or for any action which is considered to bring the Guild into disrepute.

The member will be given at least 21 days' notice of our intention with details of the grounds for the proposed expulsion; and you shall be entitled to be appeal against the proposal.

The member's conduct will be reviewed at a meeting of the Committee, where the member may, at the discretion of the Committee be invited to be heard. A decision will be taken by the Committee following the review, provided there is sufficient evidence to make a reasonable and fair judgement or delayed until such time that sufficient evidence is available for review.

The member shall be notified of any decision in writing, with the grounds for expulsion if the decision is taken to expel the member.

8.0 Meetings

The Guild holds its an annual general meeting (AGM) every year and may occasionally hold other general meetings which we encourage you to attend. We will notify you in advance of any meeting giving the date, time

and location and the agenda items. If you are unable to attend and you are a Member in Practice you are still able to vote on important issues regarding the Guild by proxy and we will supply details on how to do this.

We hope to run these meetings efficiently as possible and include some social time to allow you to get to know other therapists.

9.0 Events

The Guild hopes to hold an annual event where members can get together for educational and social purposes. We would love to hear from you if you have any ideas for future events.

If you are holding your own event or running a workshop and wish to advertise with the Guild members please contact the Secretary with the details.

10.0 Principles and Conduct

The Guild sets out 4 principles that all Members in Practice must agree to follow:-

- 1. Integrity:** A Member in Practice of the Guild shall be straightforward and honest in all professional, business and personal relationships with patients and other members of the Guild.
- 2. Professional Competence and Due Care:** A Member in Practice has a continuing duty to maintain professional knowledge and skill at the level required to ensure that patients receive- competent professional care. The fundamental principle of professional competence and due care requires that a member shall only undertake treatments or administer therapies for which the member has had training and earned a qualification.
- 3. Confidentiality:** A Member in Practice shall, in accordance with the law, respect the confidentiality of information acquired as a result of professional and business relationships with patients and other members of the Guild, and not disclose any such information to third parties without proper and specific authority unless there is a legal or professional right or duty to disclose. Confidential information acquired as a result of professional and business relationships shall not be used for the personal advantage of the member or third parties.
- 4. Professional Behaviour:** A Member in Practice shall comply with relevant laws and regulations governing their therapy or treatments, and avoid any action that brings the profession or the Guild into disrepute.

The Guild has a zero tolerance approach to bullying, discrimination, or harassment in any form. Members should note that where they are also a member of another professional or regulatory body there may be differences in some areas between the professional and ethical conduct requirements of the different bodies. Where there are differences, members should follow the more stringent provision and must do so where the more stringent provision is the Guild requirement.



MEMBER IN PRACTICE AGREEMENT TO THE TERMS AND CONDITIONS

As a Member in Practice (probationary or full) I understand and agree that:

- I must adhere to the Membership Terms and Conditions and the Constitution of the Guild;
- I support the aims and objectives of the Guild;
- I hold a current membership and that I am in good standing of a recognised Professional or Governing Body in my specialist field where such a body exists;
- I shall ensure my qualifications and insurance are up to date;
- I shall comply with all legislation in reference to my holistic practice;
- Only Members in Practice who have paid their annual subscriptions and provided all the required documentation will be considered Members and be allowed to advertise themselves on the Guild website or any other Guild literature or publications, or use the Guild logo;

The Guild has a zero tolerance approach to bullying, discrimination, or harassment in any form.

Members should note that disciplinary action may be taken for non-compliance with the above terms and conditions, and where the member's conduct is considered to prejudice their status as a member or to reflect adversely on the reputation of the Guild. See section 7 of the terms and conditions for details.

Members should note that where they are also a member of another professional or regulatory body there may be differences in some areas between the professional and ethical conduct requirements of the different bodies. Where there are differences, members should follow the more stringent provision and must do so where the more stringent provision is the Guild requirement.

I certify that I the undersigned, have read, understood and shall comply with the Membership Terms and Conditions, support the aims and objectives of the Guild and uphold the Constitution of the Guild.

Signed:

Name:

Date:



BANK STANDING ORDER MANDATE

PLEASE COMPLETE IN BLOCK CAPITALS

To: Bank Name	
Bank Full Address: (please complete in full in order to reduce any delays)	
Bank Post Code:	
Account Holder's Name:	
Please debit my Account Number:	
Sort Code:	

Please pay the following annual membership fee to 'The Mid Wales Guild of Holistic Therapists' as detailed below until cancelled by me.

**FIRST PAYMENT £35 DUE ON RECEIPT OF THIS FORM,
and then £30 ON 1ST MAY 2017 and then ON THIS DATE ANNUALLY
THEREAFTER**

To be credited to the account of:	
Account Name:	Mid Wales Guild of Holistic Therapists
Account Number:	20494998
Sort Code:	16-58-10
Bank Address:	Triodos Bank, Deanery Road, Bristol, BS1 5AS

Member's Signature:

Date:

Full Name and Title:

Full Postal Address:

(incl. Postcode)

Please return your completed Standing Order Mandate to:

**Mid Wales Guild of Holistic Therapists
The Oaks, Abbeycwmhir, Llandrindod Wells, Powys, LD1 6PH**

