



Association of Speech  
and Language Therapists  
in Independent Practice

## **Terms and Conditions of Membership**

Members shall be bound during the continuance of membership by these Terms and Conditions including any amendments made in accordance with the details set out below.

This document sets out the terms and conditions of membership of the 'Association for Speech and language therapists in Independent Practice' (ASLTIP) and should be read in conjunction with the 'Articles of Association' which contain provisions relevant to the operation of ASLTIP and your membership.

The Articles of Association may be found here:

Both are available on request from:

Jude Awdry: administrator, *The Association of Speech and Language Therapists in Independent Practice, Coleheath Bottom, Speen, Princes Risborough, Bucks HP27 0SZ; office@helpwithtalking.com*

### **1. Membership Applications**

1.1 Applications for membership will be considered by ASLTIP who have the right to refuse applications.

1.2 Application forms are available from the website or from the ASLTIP office.

1.3 Applications for membership will only be considered once all relevant supporting documentation is received as outlined in the description of the membership subscription rates on the membership form.

1.4 ASLTIP reserves the right to re-grade a full Member to an Affiliate Member, if the relevant information appertaining to the membership level applied for is not received, or proves to be inaccurate in any way (see 1.3 above). Members will be informed of the requirement for re-grade and asked if they wish to continue with their application.

1.5 All information provided by you to us must be true and accurate at the point of applying. In the event of a change of circumstances such as moving jobs, change of contact details please notify ASLTIP by phone, email or in writing so that our records are up to date.

## **2. Membership Payments, Renewals and Cancellations**

2.1 Membership is fixed for a period of one calendar year starting on the day you join. Membership will be activated at point of approval of the application and in receipt of payment.

2.2 Honorary members do not have to pay fees

2.2 Service will commence and you will have access to all package benefits and privileges from acceptance of your application and you will lose the right to cancel your membership as soon as the service has commenced.

2.3 Shortly before your membership renewal date we will send you notification of the renewal of your membership for the forthcoming year and the relevant fees.

2.4 Supporting documentation will be required with each renewal

2.4 Payment can be made by cheque or BACS. If membership payment remains outstanding we will notify you by telephone, email or letter.

2.5 It is the member's responsibility to advise ASLTIP of their intention not to renew. Subscription payments not received within six weeks of becoming due will result in the membership being considered lapsed and all services may be suspended pending payment. However, membership charges will continue to accrue, until resignation is received in writing, subject to the cancellation procedure outlined below.

2.6 To cancel your membership you will need to notify us in writing stating a reason which will be recorded for internal use only. Refunds will not be given for cancelled memberships, but if a Member for any reason, cancels less than six months after his or her payment date then the Board may repay a proportion of the subscription paid in accordance with such policies as the Board may adopt from time to time.

2.7 The subscription fees will be subject to annual review. Members will be informed prior to any changes coming into effect and the website updated accordingly.

### **3. Membership Levels**

#### **3.1. Full Membership**

3.1.1 Membership of the Company is only open to an individual who:

- (a) works as a speech and language therapist;
- (b) has done so for at least two years;
- (c) has completed the RCSLT framework for newly qualified practitioners or practitioners returning to practice;
- (d) is registered with the RCSLT; and
- (e) is registered with the Health Care Professionals Council.

3.1.2 An individual who complies with all the above requirements and who wishes to become a Member shall complete and submit the application for membership form in writing or through the Website containing such information as the Directors require and shall become a Member when his or her name is entered in the Company's register of members.

#### **3.2. Affiliate and Honorary Membership**

3.2.1 Affiliate Membership of the Company is only open to an individual who:

- works as a speech and language therapist under the supervision of a Member;
- is working towards the RCSLT framework for newly qualified practitioners or practitioners returning to practice;
- is registered with the RCSLT; and
- is registered with the Health Care Professionals Council.

3.2.2 The Board shall be entitled to admit such individuals as it sees fit as Honorary Members of the Company on such terms and with such rights to participate in the activities of the Company as the Board from time to time decides.

3.2.3 Affiliate Members and Honorary Members shall

- only refer to themselves as 'Affiliate Members' or 'Honorary Members' (as the case may be) and not as 'Members' of the Company in connection with any business or otherwise;
- not have their practice details included in the directory on the website; and
- not vote in the election of Directors or on any resolutions affecting the Company.

#### **4. Membership Benefits**

4.1 Member benefits are only available if subscription payments are up to date.

4.2 Member benefits are subject to change. ASLTIP will endeavour to inform Members of any changes to benefits and services either by post, email or website.

4.3 ASLTIP allows access and limited license to use the website and its content and to download and print a copy of any portion of the content to which you have properly gained access solely for your personal, non-commercial use, provided that you keep copyright, trademarks, logos, and other proprietary notices intact. We may revoke this licence at any time for any reason

4.4 Individual Members are responsible for all the content, including without limitation, information, text, pictures, messages, photos, notes videos and other files posted or uploaded onto the website or communicate to others through the website. If you did not create the content that you post on the website you have a responsibility to ensure you have the owner's consent.

#### **5. Terminating Membership**

5.1 ASLTIP reserves the right to withdraw membership or to prevent any Member from renewing membership if the Member puts the organisation into disrepute.

5.2 ASLTIP reserves the right to withdraw membership if the Member is deemed to have misused the membership privileges.

5.3 By joining ASLTIP, Members are expected to uphold the 'Forums and Comments' code of conduct. ASLTIP reserves the right to withdraw membership if any Member's conduct is deemed to be harmful to the interests of the company.

5.4 Any expulsion can only occur by a resolution passed by at 75% of the Board of Directors and only if the Member has been given 14 Clear Days' notice that the resolution is to be proposed, specifying the circumstances alleged to justify expulsion, and has been afforded a reasonable opportunity of being heard by or of making written representations to the Directors. A Member expelled by such a resolution will nevertheless remain liable to pay to the Company any subscription or other sum owed by him or her.

#### **6. Variation of Terms & Conditions**

These terms and conditions may be revised from time to time. If they are revised, we will post or email the revised version to you. It will be your responsibility to keep up-to date with all such changes and your continued membership shall be deemed acceptance of any changes to these terms and conditions

## **7. Privacy**

We take your privacy very seriously. Occasionally, ASLTIP may be asked to provide selected information to other organisations. This will only be done, however, when ASLTIP has approved by licence or other agreement the way in which those organisations will use the information.

## **8. Membership preferences**

When you join ASLTIP, you provide us with your personal details, including your address and email. By giving us this information you are agreeing that we may contact you from time to time (by email, SMS text message or post), with information related to services, products and events.

You may, at any time, opt out of receiving communications from ASLTIP, change your contact details or set your email preferences, using relevant section on the website ????

## **9. Complaints procedure**

ASLTIP aims to provide all members with a high level of service and to deliver the benefits and privileges of membership.

However, there may be times when, for whatever reason, the service provided does not meet members' expectations. Should this occur, in the first instance we encourage members to contact the Board of Directors to discuss the matter and to give us the opportunity to investigate and assess the complaint.

There is also a formal complaints procedure that may be followed, full details of which may be found on the ASLTIP website.

## **10. Contact us**

The Association of Speech and Language Therapists in Independent Practice

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