

Disciplinary Policy.

Following are the rules to which all members must comply to continue to remain recognised members of the Alumni Association of Natural Medicine Practitioners Inc.

1. Certified copies of all Qualifications for which members require recognition must be supplied on application for membership.
2. Copy of current First Aid certificate must be supplied when applying for membership and as soon as possible after renewal.
3. Copy of Professional Indemnity insurance and Public Liability insurance when applying for membership and as soon as possible after renewal.
4. Each year renewal of membership must be accompanied by the Continuing Education Points duly signed before and by a Justice of the Peace. Points accumulated during the period 1st April to 31st March must total 20 points as per the CEP form. A blank CEP form is supplied to members each year.
5. Membership fee details are available on the website as well as on the application form. These fees are payable by cheque or money order or in person by cash.
6. Once a members has received the *Code of Ethics*, (which is to be signed and displayed in the member's clinic), a copy of the signed form must be returned to the association office as soon as possible.
7. A map of the member's clinic area (hand drawn is acceptable) is requested to be forwarded to the association as soon as possible to remain on file.
8. Any complaint regarding professional behaviour brought against a practicing member will be referred to the Disciplinary Committee who will conduct an investigation. The member concerned shall be suspended during this investigation.
9. If the complaint is upheld by the Disciplinary Committee, the member will be expelled from the association.
10. If no grounds are found for the complaint, the member will be reinstated.

Once a member of the Association, it is the member's responsibility to keep all documentation up to date.

Each errant action will be referred to the Disciplinary Committee. Failure to comply in three (3) instances with the above requirements will result in removal from the database. that is electronically forwarded to health funds each month as required.