

**ASSOCIATION OF REGISTERED COMPLEMENTARY HEALTH
THERAPISTS OF IRELAND (also herein referred to as ARCHTI)**

RULES AND REGULATIONS FOR MEMBERSHIP

1. That satisfactory evidence of qualifications be provided to the Association. The minimum entry level for most therapies is Diploma/Advanced level. Any therapy involving Massage (including Indian Head Massage) must have a Certificate in Anatomy & Physiology. For Reiki practitioners the minimum level is Reiki II and you must provide a copy of your "lineage" (the list of people attuned back to Dr. Usui for example). Tarot/Angel Card Reading and ancient/old/new religion-based qualifications are not regarded as "complementary health" therapies and neither are Beauty Therapies. However, we will allow Beauty to be covered on our group insurance scheme if these therapies form part of the overall complementary health therapies practised. A separate Declaration Form must be completed to show the proportion of Beauty to Complementary that is practised. This also applies to some Sports Therapists. **Correspondence courses are not acceptable.**
2. That permission be granted to the Association to contact any association/school/institute or training course director named in the application form for the purpose of verification of the applicant's qualifications.
3. That the applicant holds current acceptable Insurance Cover (if practicing) or is applying to join the ARCHTI insurance scheme operated through BALENS. ARCHTI is known as an "Introducer" and as such is regulated by the Financial Services Regulatory Authority.
4. **FULL** membership is granted to applicants with fully qualified accredited therapies who have current Practitioner Insurance or who intend applying for cover under the ARCHTI Group Insurance Scheme with Balens. Full Members are entitled to be listed FREE on our website.
5. That in the case of **ASSOCIATE** membership the applicant is non-practicing and does not hold current Practitioner Insurance but has all the qualifications sufficient for Full Membership. Associate Members do not get website listings and do not receive referrals.
6. An **AFFILIATE** membership is where a Therapist has all the qualifications sufficient to be a Full Member but at the present time is not practising, does not have current Practitioner Insurance, but wishes to receive mailings, Newsletters and Free Magazines. The Membership Fee for this category will be the same as for Full Membership. Affiliate Members do not get website listings and do not receive referrals.
7. That in the case of **STUDENT** membership the applicant is studying an accredited course by a recognised training facility and requires ARCHTI insurance cover for Case Study Work under the supervision of a qualified Tutor/Trainer/Teacher and he/she intends applying for full membership when fully qualified. Student Members do not receive any referrals in relation to the course they are studying nor are they listed on our website. However, they are registered as Students with ARCHTI and are entitled to apply for Full Membership on successful completion of their studies.
8. That the applicant agrees to be bound by the Code of Ethics of his/her own Association and that of the Association of Registered Complementary Health Therapists of Ireland (ARCHTI) and that breach thereof can be grounds for dismissal from the Association and furthermore that said dismissal can be notified to all Association Members and referral contacts.
9. That refusal of Membership does not require an explanation.
10. That granting of Full/Associate/Affiliate/Student Membership of ARCHTI will be with the approval of The Advisory & Membership Committee; a Member of the National Executive Council or person so designated by them to approve an application.
11. That non-nationals of the Republic of Ireland may be required to submit, along with their Membership Application Form, a recommendation/reference/membership details from a recognised similar Association or Organisation as ARCHTI of whom they are or were a recent Member or from a Training facility where they have taken their therapy training. They may be further required to complete additional application forms showing they are permitted to live and work in the Republic of Ireland and that they understand that Membership of ARCHTI does not confer on them any status whatsoever, legal or otherwise, in relation to working or living in the Republic of Ireland.
12. That expenses for running the Association be borne by all Members. That Membership Fees be fully paid up each year and those Members not fully paid up will be deleted from the list of Members and that a new application form must be completed before re-entry is permitted to the Association and the same rules and charges apply as for first time applications.

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13. That the elected Officers of the National Committees of the Association hold their office until the date of the Annual General Meeting and thereafter for 1 year after their election. That these Officers are fully paid up Full Members of ARCHTI in good standing and are answerable to the National Executive Council.

14. That members of our Advisory Panel be of good standing with their individual Therapy Association/s and that they abide by that Association's Code of Conduct and Ethics. That any adverse publicity or information which may be made aware to ARCHTI will be cause for dismissal from the ARCHTI Advisory Panel without need for explanation.

15. The National Executive Council members who wish to resign will replace themselves prior to resignation by a fully paid up Full Member of ARCHTI who is acceptable to the other Members on the Council. If any National Council Member is voted off by a majority then a replacement fully paid up Full Member of ARCHTI will be selected by that majority.

16. That the Rules and Regulations, application forms, membership and registration fees and other relevant materials pertaining to the Association be permitted to be updated or altered by decision of the Officers of the Association from time to time or as necessary for the effective administration of the Association.

17. That the finances of the Association be available for inspection by any of its Members having received adequate notice of at least 2 months.

18. The Association is not liable for any of its Member's breach of the Code of Ethics of their own Institute/School/Association. It is the responsibility of all Applicants for Membership of ARCHTI that they read and understand the ARCHTI Code of Conduct as well as the ARCHTI Complaints and Disciplinary Procedures as well as the Rules & Regulations. This information is included in the ARCHTI Information Pack. Persons who apply for Membership using the application form printed from the ARCHTI website are expected to have read these documents which are published on the website.

19. FULL Membership Fee is €80 per annum.

There is a Common Membership Renewal Date for All Members on 16th February each year.

The following shows the Short Period Rate for those members joining quarterly:

DATE	17 Feb–16 May	17 May–16 Aug	17 Aug–16 Nov	17 Nov–16 Feb
FULL/Affiliate Fee	€80.00	€60.00	€40.00	€20.00
STUDENT/Associate Fee	€30.00	€25.00	€20.00	€15.00

20. **ASSOCIATE** and **STUDENT** Membership Fee is **€30** per annum. **AFFILIATE** Membership Fee is the same as Full Membership Fee. All fees are renewable each year on the 16th February. It should be noted that Affiliate, Associate or Student categories of Membership will be listed on our Website or be made available for referrals.

21. Renewal Membership Fees will be notified to each ARCHTI Member and should be paid by the 16th February if continuity of membership is to be maintained. If additional therapies are required for registration at renewal time, **or at any other time during the membership year**, each and every new therapy will cost €5. Renewal Membership will be granted to FULL Members providing current Practitioner Insurance is provided either by way of a copy of the policy or by information from Balens showing that Member currently covered on the ARCHTI group insurance scheme. **Note** that all therapies requiring registration should be listed on the insurance policy.

22. A Registration Fee of €15 will accompany all applications for Membership of the Association. This fee is non-refundable as it goes towards the costs involved in processing an application. **This €15 fee is for a Maximum of 3 registered therapies.** *Each and every additional therapy requested for registration will cost €5*, e.g. Indian Head Massage, Stone Massage, Facial Massage and/or other "add-on" therapies will each be considered as separate therapies. *This rule applies across the board to all therapies based on this principle.* However, **Beauty** Treatments such as facials, waxing, eyebrow tinting, etc. or such treatments considered as "cosmetic", will be treated as **1** Therapy because ARCHTI does not register these beauty treatments or list them separately as we do not consider them to be mainstream complementary health therapies. They can be covered on the ARCHTI group scheme with Balens. (refer to insurance documentation)

23. All applicants must sign the Membership Application Form thereby acknowledging that they have read and understood all criteria for joining ARCHTI.

24. Applicants granted membership will be notified in writing and Membership Certificates will be issued when full Membership Fee is received by ARCHTI. That in the case of those Members applying for the ARCHTI Insurance Scheme through Balens, it will be issued when ARCHTI is notified by Balens that the policy has been issued.