



ASSOCIATION FOR DANCE MOVEMENT PSYCHOTHERAPY UK Ltd.

TERMS OF RENEWAL OF PROFESSIONAL MEMBERSHIP

Professional Membership

General

Council has decided that only those members who fulfil their CPD requirements and provide proof of insurance will be registered as professional members and issued with a *Licence to Practice*.

Council has also decided that only those professional members who have renewed their membership by 31st March will be included in the Register of Professional Members.

Continuing Professional Development

The CPD document, adopted by Council, and which forms part of the *Criteria for Registration* explains how to meet the commitment to maintaining, extending and developing professional skills and knowledge. Members are required to keep their own CPD logbooks. These should be available for inspection by ADMP at seven days notice. It is sufficient to sign the declaration on the renewal form. Log books need not be submitted on renewal of membership.

Signing the CPD Declaration on the membership renewal form is required as a condition of issuing the annual Licence to Practice

Insurance

On renewing membership members are reminded that they are required to have professional indemnity insurance both for their own protection and in order to have the support of the ADMP. Insurance may be provided by an employer. Any member running workshops, studios or any other activity involving members of the public and all ADMP members in private practice will require their own insurance.

Signing the Insurance Declaration on the membership renewal form or providing a copy of your insurance is required as a condition of issuing the annual Licence to Practice.

Supervision

ADMP recommends that

- Supervision should be in the ratio of eight hours of client contact hours to one hour of supervision.

- Telephone, e-mail and/or internet supervision is not adequate for dance movement psychotherapy practice as the only form of supervision.
- Practitioners should receive a minimum of one hour of face-to-face supervision per month.
- Practitioners should receive an appropriate level of body work supervision regardless of what other supervision they receive. It is recommended to be a minimum ratio of one hour of body work supervision to forty hours of clinical practice or every three months, whichever comes sooner.

Signing the Supervision Declaration on the membership renewal form is required as a condition of issuing the annual Licence to Practice

Your Licence to Practice

This is issued on an annual basis when the conditions of continued membership have been met and the appropriate fee is paid. The ADMP UK only provides support to members working as Dance Movement Psychotherapists who have a current and valid *Licence to Practice*. The Licence only covers the right to practice in the UK since the remit, authority and supervision of the ADMP UK only extends to the United Kingdom.

Non-Practicing Membership

This is available to Registered Dance Movement Psychotherapists who, for any reason, are not practising and wish to retain their membership.

- The fee for this level of membership is £50.00 per annum.
- Members are required to continue their CPD whilst not practicing and to sign the CPD declaration on the renewal form with their renewal fee.
- This level of membership does not provide a *Licence to Practice*. The ADMP is unable to support any member practicing without a licence.

If a member is non-practicing for more than two years they will also have to fulfil the conditions listed below under Returning To Practicing Membership

Late Membership renewals.

- From the 1st April 2017 there will a late fee of £25.00 for any renewals received after the 1st April up to the 30th June.
- The late fee will be £50.00 from 1st July to the 30th September.
- Members failing to renew by the 30th June will be given a formal warning that failure to renew by 30th September will mean automatic removal from the Register of Members on the 1st October

Lapsed Membership

Members whose membership has lapsed and who wish to reinstate their professional membership will have to fulfil the following conditions:

- They will be asked to sign a declaration that they have not been practicing as a DMT/P in the UK during their lapsed membership.
- UK resident DMT/P will be asked to sign a statement indemnifying ADMP for any claims or complaints relating to the time that their membership had lapsed.

- There will be a fee of £70

Returning to Practicing Membership

This applies to members whose membership has lapsed or who have held non-practicing membership for more than two years.

- Members will need to show that they have met ADMP's minimum CPD requirements applicable to the period of missed membership.

In addition:

- Members who have been out of practice for between two and five years will be required to complete thirty days of updating skills and knowledge. This will need to be supported by documentary evidence.
- Members who have been out of practice for over five years will be required to complete sixty days of updating skills and knowledge. This will need to be supported by documentary evidence.

Ex-Members reapplying for professional membership after working abroad.

This section applies to members who have been working abroad and whose membership has lapsed during the time they were overseas

Members will be required to:

- Sign a declaration that they have not been practicing as a DMP in the UK since last being a Licenced professional member
- Sign a statement that there are no outstanding claims, complaints or other disciplinary issues relating to their work abroad.
- Sign a statement indemnifying ADMP for any claims or complaints relating to the time abroad.
- Provide copies of their insurance while working abroad, if applicable.
- Sign a statement outlining CPD, not including supervision, for each year abroad
- Provide a log of settings, dates and hours of practice while abroad
- Provide a log of dates and hours of supervision while abroad
- Provide a reference from their supervisor
- There will be a fee of £70

All applications will be reviewed by the Professional Development Committee before practicing membership can be restored.