



# **Australian Naturopathic Practitioners Association**

## **Membership Information & Application Form**



## COMPLETING YOUR APPLICATION

Your application cannot be finalised until all supporting documents have been received by the ANPA office for review. This process may take a few weeks.

The completed application can be posted to:

ANPA – Membership Application  
PO Box 5106  
Bentleigh East, VIC 3165

### APPLICATION CHECKLIST

- Please make sure you complete & enclose all required forms, certifications & attachments.
- Documents marked \* must be copies certified by a Justice of the Peace or Police Officer.
- All supplementary documents must be submitted with your application before it can be processed.
- Applicants not accepted by the ANPA will receive a refund of their membership fee.

- Membership Application – 2 pages
- Parchments & academic transcripts of all qualifications\*
- Supporting evidence of prior training, skills & knowledge used to gain RPL
- HLTAID011 (First Aid Level II) certificate
- Copy of passport/license
- Signed, dated and witnessed declaration
- Professional indemnity insurance certificate
- Payment (See fee table on page 7.)
  - Direct Deposit to ANPA: CBA, BSB: 063334 Acc No: 10007809
  - Credit card details section completed

## MEMBERSHIP CERTIFICATE

The ANPA membership certificate remains the property of the Australian Naturopathic Practitioners Association Inc. This certificate must be returned to the ANPA should your membership of the ANPA cease at any time. Any legal costs incurred by the ANPA in having its certificate or any other property returned to the ANPA will be borne by the member.



# APPLICATION FOR MEMBERSHIP

## AUSTRALIAN NATUROPATHIC PRACTITIONERS ASSOCIATION

Please read the preceding Membership Information before completing this form.

I hereby apply for membership of the ANPA in the category of:

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Student Member    | <input type="checkbox"/> Full Member – New Graduate | <input type="checkbox"/> Full Member - Standard |
| <input type="checkbox"/> Fellowship Member | <input type="checkbox"/> Secondary Member           | <input type="checkbox"/> Tertiary Member        |
| <input type="checkbox"/> Associate Member  | <input type="checkbox"/> International Member       |   |

Affix photo here

### Personal Details

Title  Given names  Surname

Your name as you wish it to appear on your certificate

Date of Birth  Country of Birth

Postal Address

Home Telephone (ANPA use only)  Mobile

Email

Do you have residency or permit to work in Australia?  No  Yes

Have you been known under any other name/s?  No  Yes

If yes, please state name/s

*(If your name is different on any of your documentation, evidence of legal name change may be required)*

Have you been a previous member of ANPA?  No  Yes, Member number

Are you a current Student member of ANPA?  No  Yes, Member number

Are you a member of another Naturopathy assoc?  No  Yes, Association name

How did you hear about the ANPA?

- |   |  |                                    |
|---|--|------------------------------------|
| <input type="checkbox"/> ANPA Presentation/Material | <input type="checkbox"/> Facebook          | <input type="checkbox"/> Instagram |
| <input type="checkbox"/> Other practitioner/friends | <input type="checkbox"/> College Lecturers | <input type="checkbox"/> Other     |

### Clinic Details

Clinic Name

Address (Not PO Box)

Telephone

Email

Website

Facebook

Do you offer a mobile service?  No  Yes

Do you make home visits?  No  Yes

Are you fluent in a language other than English?  No  Yes, Language

Do you wish for your name & clinic details to be advertised on the ANPA website?  No  Yes

Do you wish for your name & clinic details to be sent to applicable Health Funds?  No  Yes

### Educational Qualifications

Qualification Name	Institution	Date awarded
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

How many supervised on-campus clinic hours have you completed? (Min 200hrs)

Were any of the subjects for your naturopathy qualification undertaken entirely by distance or other off-campus study, or obtained through Recognition of Prior Learning (RPL)?

Distance / Off-Campus Study  No  Yes

Recognition of Prior Learning  No  Yes

*If yes, provide details of subjects undertaken off-campus or obtained through RPL separately.*

### Declaration

Have you:

- Ever been convicted of a criminal offence?  No  Yes

- Had a complaint made against you to a complaints or disciplinary body?  No  Yes

- Been refused, suspended or expelled from another association?  No  Yes

- Been investigated, suspended or deregistered as a health fund provider?  No  Yes

*If yes, please provide details in a separate attachment.*

I hereby agree to:  No  Yes

- Abide by the ANPA Constitution, Code of Ethics & official policies.  No  Yes

- Provide the highest professional conduct in all aspects of my practice.  No  Yes

I have read and understood the Information contained in this booklet.  No  Yes

I have attached all required documents  No  Yes

I declare that the information in this application & supporting documentation is true and correct.  No  Yes

*Applications cannot be processed until all sections are completed & all required documents are received.*

Applicant  Signature  Date   
Name

Witness  Signature  Date   
Name

### Payment

Direct Deposit – ANPA, CBA, BSB: 063334 Acc No: 10007809

Credit card  Mastercard  Visa Amount \$

Card number  Expiry

Cardholder name  Cardholder signature

Post application to: ANPA – Membership Applications, PO Box 5106, Bentleigh East, VIC 3165

**Note – Emailed copies can be fast tracked for immediate approval upon receipt of mailed application and documentation.**

Contact: Toll Free: 1800 422 885 • admin@anpa.asn.au • www.anpa.asn.au

### Office Use Only

	Received	Notes
Sent for approval	<input type="text"/>	<input type="text"/>
Approved	<input type="text"/>	<input type="text"/>
Member contacted	<input type="text"/>	<input type="text"/>
Complete	<input type="text"/>	<input type="text"/>

## A MESSAGE FROM THE ANPA COMMITTEE

If you are not yet an ANPA member, you are invited to visit our website and discover why the ANPA is the premier association for naturopaths.

*Run by Naturopaths for Naturopaths.*

If you are a student, we are passionate about supporting you all the way through your studies to new graduate and beyond. Since 1975, the ANPA has uniquely only represented the naturopathic profession to governments, private health insurance funds, indemnity insurance companies, media and the public. We continually advocate for the important role naturopaths play in the community.

ANPA is a professional association for discerning Naturopaths in Australia. We are committed to quality health care for all Australians. Our association represents naturopaths who have received education in health sciences and traditional naturopathic medicine. Naturopaths in the ANPA are trained in a broad range of treatment modalities and utilise these in the holistic care of their patients.

Good governance in the ANPA ensures members are professional and fully qualified to practice naturopathy. The ANPA ensures that continuing professional education [CPE] is maintained, members maintain professional indemnity insurance, follow a code of ethics, and provides servicing of health funds and numerous additional benefits for members.

You are always welcome to make contact with the ANPA. We are not an umbrella organisation and naturopaths are our passion. Join us and assist in defining the naturopathic landscape in your community.

***Celebrate, join and strengthen the profession of amazing naturopaths!***

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## BENEFITS OF JOINING ANPA

- Access to the ANPA website [www.anpa.asn.au](http://www.anpa.asn.au) - members only area, the discussion board and other important member information.
- ANPA e-newsletter with up-to-date professional news
- Continuing Professional Education (CPE) – a variety of activities to accrue points with an option of using an easy online format for recording points.
- New Graduate Members offered significantly reduced membership fees.
- Educational webinars with reduced membership pricing.
- Clinical observation and clinical supervision support programs.
- Local Chapters for networking, sharing, learning – educational component accrues CPE points.
- ANPA Members Facebook group designed to be a friendly and interactive place to discuss cases and post articles of interest
- GST exempt status for consultations for full members.
- Therapeutic Goods Administration - Schedule One listing (TGA exemption certificate)
- Representation, policy development and submissions to state or federal government agencies regarding issues affecting the practice of naturopathy in Australia.
- Voting rights at the Annual General Meeting (see membership categories).
- Code of Ethics and policies for professional practice.
- Eligibility for nomination in the annual ANPA “Professional Excellence Awards”
- ANPA Certificates, stationary, remedy labels and medical certificates.



## MEMBERSHIP CATEGORIES, REQUIREMENTS & FEES



All memberships are subject to approval by the ANPA membership sub-committee.

For Advanced Diploma of Naturopathy, written documentation from college verifying subjects completed on campus and on-campus clinical supervision must be supplied. A certified document verifying subjects completed on campus will suffice if official documentation is not available from the college. Graduates who have completed studies 100% online are not eligible for ANPA membership.

All fees inclusive of administrative fee.

Prices are correct at time of publication, but are subject to change without notice.

Membership Category	Details	Voting Rights	Standard Benefits	Fee
<b>Student</b>	Currently enrolled in a Naturopathy training program from an accredited school or university in Australia.			Free
<b>New Graduate</b>	<b>Minimum Requirement</b> - Bachelor Degree from an accredited school or university within the last year. Transcript/Parchment must state 'Naturopathy'.			First year - Free 2 <sup>nd</sup> year - 50% off
<b>Full</b>	<b>Minimum Requirement</b> - Bachelor Degree from an accredited school or university. Transcript/Parchment must state 'Naturopathy'.			\$350  Transfer Special \$270
<b>Associate</b>	Non-naturopath in allied health professions. (eg. Nurses, osteopaths, physiotherapists, chiropractors, massage therapists, etc.) and affiliated organisations (eg. Corporate sponsors, education providers, distributors, etc.). <i>*Excludes advocacy in non-naturopathy fields.</i>		 *	\$235
<b>Secondary</b>	Naturopath currently a primary member of another professional association. Proof of association membership must be supplied.			\$125
<b>Tertiary</b>	Retired & non-practicing naturopaths, either temporarily or permanently.			\$100
<b>Fellowship</b>	<b>Minimum Requirement</b> - Advanced Diploma of Naturopathy from an accredited school or university. Preferable - possess or working towards higher degree in naturopathy or a related health science. Eligibility – 10+ years of full membership with the ANPA & demonstrating a significant contribution to - The profession - Naturopathic research - Education - The association, its committee and its function.			\$320

	<p>Additionally the fellowship candidate must not have been involved in conduct that has or will bring the ANPA into disrepute</p> <p>The fellowship candidate agrees to participate in ANPA's mentorship and education programs</p> <p>Fellowship is offered automatically to full members who have practiced continually for 15 years and have been a full member of the ANPA for at least 10 years. This is contingent upon the above additional requirements being met.</p>			
<b>International</b>	<p><b>Minimum Requirement</b> - meet the educational criteria for qualification as a naturopath overseas, and competency standards for naturopathy in Australia.</p> <p>These members give an undertaking to not practice naturopathy in Australia until they are awarded the status of full member by the memberships sub-committee, subject to suitability, upon formal application by the naturopath concerned.</p>			\$350

## OVERSEAS QUALIFICATIONS:

**Applicants possessing qualifications obtained overseas are advised to contact the relevant regional branch of the Australian Overseas Qualification Unit.**

- The applicants' qualifications are assessed independently against Australian standards in naturopathy.
- Assessment showing equivalent status to the Australian Bachelor of Health Science (Naturopathy) from a Government accredited school will be considered for approval as ANPA members.
- Some Private Health Insurance companies require that all overseas applicants including New Zealand applicants have met with the Australian Overseas Qualification Assessment for Naturopathy.

**Contact:** Department of Education [www.internationaleducation.gov.au](http://www.internationaleducation.gov.au)

**Select:** Overseas Qualifications Assessment

## MEMBERSHIP FEES & PRO-RATA RATES

Membership fees for joining the ANPA are for the valid for the period 1 July - 30 June (full financial year). Pro-rata rates apply for Full Members when joining ANPA at a time other than the beginning of the financial year. Pro-rata rates apply for Full Members transferring from another Association via the Transfer Special. Renewal fees are due by 30 June. No further discounts apply to already discounted rates.

Full Membership Fee	
Join Date	Full Member
July - September	\$350.00
October - December	\$262.00
January - March	\$175.00
April - June	\$87.00

Transfer Special - 2 Years			
First Year	Second Year	Balance of Transfer	Third Year
\$270.00	\$270.00	0 months	\$350.00
\$202.50	\$270.00	3 months	\$329.50
\$135.00	\$270.00	6 months	\$310.00
\$67.50	\$270.00	9 months	\$289.50

Pro-rata rates are valid until the beginning of the next financial year. Transfer Special discounted rate will be carried over until the completion of the 2 year period.

New Graduate Membership Fees (fully discounted within 2 renewals)					
Month Joined	1st Year Grad Fee	Balance of New Grad Free Year	2nd Year Grad Fee	Balance of 2nd Year Grad Discount	Full Membership Fee
July - Sept	Free	0-2 months	\$110.00	\$0.00	\$350.00
Oct - Dec	Free	3-5 months	\$82.50	\$27.50	\$322.50
Jan - Mar	Free	6-8 months	\$55.00	\$55.00	\$295.00
Apr - Jun	Free	9-11 months	\$27.50	\$82.50	\$267.50

New Graduate Members who enjoy their first year of membership free of charge receive a 50% discount on the second year New Graduate rate. Second year discounted rate will be carried over until the completion of the 2 year period. After this period, New Graduate Members are automatically upgraded to Full Members.

## PROFESSIONAL INDEMNITY INSURANCE

ANPA is not directly affiliated with any insurance company. We advise you to compare the insurance policies different companies have on offer and find the best policy to suit your needs. You will need a minimum of 2 million dollars cover, some practitioners take out more.

Overseas applicants should only apply for insurance after membership has been approved.

Suggested insurances companies:

- |                      |              |  |
|----------------------|--------------|--|
| • AON                | 1800 307 664 | <a href="http://www.aon.com.au">www.aon.com.au</a>                 |
| • Arthur J Gallagher | 1800 240432  | <a href="http://www.ajg.com.au">www.ajg.com.au</a>                 |
| • Fenton Green       | 1800 642 747 | <a href="http://www.fentongreen.com.au">www.fentongreen.com.au</a> |

*Please note: PI Insurance cover is not valid until ANPA membership has been approved (except overseas members).*

## PRIVATE INSURANCE HEALTH FUNDS

### Naturopathy Rebates

On the 1st of April 2019, the Extras rebates for naturopathy consultations was removed. There are no rebates for naturopathy consultations. The second Natural Therapies review is in process and this review may be the prelude to rebates being re-instated for the naturopathy profession.

### Massage Therapy Rebates for ANPA Naturopaths

Massage Therapy Rebates are only for ANPA member naturopaths who have the additional massage qualifications, rather than primary massage therapists. Please be aware that some Health Funds may subsequently list your details on their public websites.



# Code of Ethics of the Australian Naturopathic Practitioners Association

## 1. Introduction

- 1.1 This code has been compiled by the Ethics Committee of the Australian Naturopathic Practitioners Association and relates to the standards of practice of Naturopaths of the Australian Naturopathic Practitioners Association.
- 1.2 This Code of Ethics describes the professional standard of conduct expected of Naturopaths so as to preserve and enhance the reputation of the A.N.P.A., the practice of naturopathy and to protect the general public.
- 1.3 This Code applies to all Naturopaths who are members of the A.N.P.A.
- 1.4 The Ethics Committee reserves the right to amend the Code of Ethics as and when it is deemed necessary.

## 2. Duty of Care

- 2.1 The primary professional duty of a practitioner is to competently assist the patient to optimum health, with the circumstances of the patient's condition.
- 2.2 The practitioner shall always maintain the highest standards of professional conduct and duty of care to the patient.
- 2.3 Under no circumstances shall a practitioner knowingly undertake any action or treatment that would adversely affect the health of a patient or fellow human being.

## 3. Professional Conduct

- 3.1 The practitioner shall have respect for the religious, spiritual, political and social views of any individual irrespective of race, age, sex, colour, ethnic origin, differing abilities, sexuality, creed, marital status, culture, political views or social standing.
- 3.2 Proper conduct must always be paramount in practitioners' relations with patients. Practitioners must behave with courtesy, respect, dignity and discretion. Their attitude must be competent and sympathetic, hopeful and positive, thus encouraging an uplift in the mental outlook of the patient and a belief in a progression towards good health practices.
- 3.3 A practitioner should not enter into an intimate or sexual relationship with a patient whilst the patient is under their care.
- 3.4 A practitioner can practice only the natural and/or traditional therapy disciplines in which she/he is accredited.
- 3.5 The practitioner is to recognise a responsibility to give the generally held opinions of the relevant discipline when interpreting and conveying scientific or empirical knowledge to patients or to the general public, and where one presents any personal opinion which is contrary to the generally held opinion of the discipline, clearly indicate that this is so.
- 3.6 A practitioner shall not provide false information on documents used for health fund rebate purposes.
- 3.7 The practitioner shall not use unsafe or improper practice.
- 3.8 Practitioners shall at all times show due respect and cooperate with practitioners of other disciplines.
- 3.9 Practitioners must never claim to "cure". The possible therapeutic benefits may be described as "recovery", but this must never be guaranteed.
- 3.10 A practitioner shall at no time take part in, or promote any activity, verbal or otherwise, which will reflect improperly or denigrate the standing of Naturopathy or the A.N.P.A. within the general community or in any professional circles.
- 3.11 Practitioners should ensure that they are medically, physically and psychologically fit to practice.
- 3.12 A practitioner should not attend to a patient or clinic whilst under the influence of alcohol, drugs or other substance that would impair their judgement. It would be considered inappropriate for a practitioner to smoke or consume a tobacco product in the clinical setting.
- 3.13 A practitioner shall not use their professional connections or affiliations in an unconscionable manner.
- 3.14 A practitioner shall not knowingly breach the Commonwealth Therapeutic Goods Act and Regulations, or the equivalent State legislation.
- 3.15 A practitioner shall be aware of notifiable diseases pertinent to their state or territory legislation.

## 4. Confidentiality

- 4.1 A practitioner may not disclose information obtained in confidences from or about a patient unless consent has been given.
- 4.2 Patient records are kept confidential at all times and access restricted to the practitioner or assistant, except:
  - (a) in an emergency or other urgent situation where the information may prevent possible injury to the patient or the other person
  - (b) where required to do so by the law.

## 5. Patient Record

- 5.1 The public are entitled to expect that a practitioner will maintain a good standard of practice with full records. This includes: (a) name, address, telephone, date of birth; (b) details of health history; (c) dates of treatment; (d) details of remedies prescribed.
- 5.2 Patient records are to be kept indefinitely in safe and secure storage.

## 6. Advertising

- 6.1 A practitioner shall not advertise or lay claim to secret or exclusive methods of treatment.
- 6.2 In the advertising of a practitioner's skills and services, due regards should be paid to the following:
  - (a) Practitioners shall not use titles or descriptions that give the impression of medical or other qualifications to which they are not entitled.
  - (b) A practitioner shall only advertise in a proper and professional manner for the purpose of informing members of the general public as to their location details and areas of specialised practice.

## 7. Stationery

- 7.1 A practitioner is responsible for the issue of their own receipts and their own personal receipt books.
- 7.2 A practitioner shall not allow their receipt books to be shared or used by other practitioners (including unqualified practitioners).
- 7.3 Under no circumstances shall a practitioner allow their provider number to be quoted or used by another practitioner (including unqualified practitioners).
- 7.4 Receipt books should be kept in a safe and secure manner.
- 7.5 The association will investigate any alleged evidence of fraudulent use of receipt books and, if necessary, take appropriate disciplinary action.

## 8. Breach of Code of Ethics

- 8.1 A breach of any aspect of this Code of Ethics will make the practitioner subject to disciplinary action in accordance with the mechanism described in the Complaints Unit and Disciplinary Tribunal of the A.N.P.A.

## 9. Professional Indemnity Insurance

- 9.1 Members of the Australian Naturopathic Practitioners Association who are currently in practice must have adequate Professional Indemnity Insurance cover.