



Application for membership of UKCP

Retired Psychotherapist 2018–2019

This membership application is for members who have retired from all clinical practice. The annual fee for this type of membership is £63.

If you have retired from seeing patients but are still working, e.g. supervision or research, please apply for our Full Non-Clinical Membership grade.

Application form

Personal details

Name _____

Membership no. _____

Applicant declaration

I have read and understand the UKCP's Ethical Principles and Code of Professional Conduct.

I understand that by registering with UKCP I am agreeing to be bound by the ethical framework that these documents define. I recognise that I am also agreeing to challenges to my previous practice and conduct as a psychotherapist being tested through UKCP's framework for complaints. I understand my responsibility to provide suitable information about ethical codes and complaints processes if requested to do so.

I understand that in pursuit of the provision of a regulatory framework for the profession of psychotherapy, UKCP will hold and process the information that I have provided in accordance with their policies and procedures (further details of UKCP's Data Policy is available upon request).

- I confirm that I am no longer practising and have retired from clinical practice.
- I agree to notify UKCP in writing within 14 days should my status of being retired change.

Complaints

Please read the following and advise us if any apply to you.

Complaints Have there been any complaints made against you? NO YES

Criminal offences and cautions Have you been convicted of a criminal offence, received a conditional discharge for an offence, or accepted a police caution? NO YES

Disciplined by a professional body Have you been disciplined by any professional body or membership organisation responsible for regulating or licensing a health or social care profession? NO YES

Suspensions and restrictions Have you been suspended or placed under a practice restriction by an employer or similar organisation because of concerns relating to your practice of psychotherapy, competence or health? NO YES

If you have answered yes to any of these questions, please send details in a separate envelope, marked CONFIDENTIAL to: The Complaints Team, UK Council for Psychotherapy (UKCP), 2nd Floor, America House, 2 America Square, London EC3N 2LU.

Data protection

Information submitted may be stored and processed electronically for the purposes of delivering services, marketing, supplying information and to enable statistical analysis. Data may be passed to other parts of the organisation, partner organisations, companies or contractors operating on our behalf to enable this to take place. This may include transferring or holding your data outside the European Economic Area (EEA). However, we will ensure your data is always stored and handled securely.

I understand that my email address will be used for sending UKCP information.

I understand that in pursuit of the provision of a regulatory framework for the profession of psychotherapy, UKCP will hold and process the information that I have provided in accordance with their policies and procedures (further details of UKCP's Data Policy is available on the UKCP website).

Mailing preferences

Please tick a box to update your mailing preferences:

- | | | | |
|---|--------------------------|--|--------------------------|
| Event advertising | <input type="checkbox"/> | E-Bulletin | <input type="checkbox"/> |
| The Psychotherapist | <input type="checkbox"/> | Digital version of Psychotherapist Email | <input type="checkbox"/> |
| Post except Psychotherapist & essential | <input type="checkbox"/> | excluding essential membership | <input type="checkbox"/> |

I declare that all the information provided on this form is correct and accurate and I understand that failure to disclose relevant information could result in my membership being withdrawn.

Name

Signature

Date

Payment options

The annual fee for UKCP membership is £63. Each year all UKCP members renew at the same time. This means for those whose form is received in November will be asked to pay for 11 months, those in December for 10 months and so on. Please see below table to see the fee you will be required to pay.

All retired grade memberships must have a Direct Debit set up, please fill in the form on the following page and return with your completed application form.

Fees

Joining Month	Portion of Year	Direct Debit Membership Fee
Oct 2018	12/12ths	£63.00
Nov 2018	11/12ths	£57.75
Dec 2018	10/12ths	£52.50
Jan 2019	9/12ths	£47.25
Feb 2019	8/12ths	£42.00
Mar 2019	7/12ths	£36.75
Apr 2019	6/12ths	£31.50
May 2019	5/12ths	£26.25
Jun 2019	4/12ths	£21.00
Jul 2019	15/12ths	TBC
Aug 2019	14/12ths	TBC
Sep 2019	13/12ths	TBC

If you are unsure how much you should pay please call membership on 020 7014 9955 and select option 1.

Completion of application

Please return your completed application form to:

UK Council for Psychotherapy
 2nd Floor, America House
 2 America Square
 London
 EC3N 2LU



UK Council Psychotherapy

Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

**UK Council for Psychotherapy
(UKCP) America House
2 America House
London
EC3N 2LU**

Name(s) of Account Holder(s)

Bank/Building Society account number

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Branch Sort Code

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Name and full postal address of your Bank or Building Society

To: The Manager	Bank/Building Society
Address	
Postcode	

Reference

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Service User Number

2	5	0	9	3	1
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Please Complete these details

Account Holder(s) Name & Address:

Name:
Address:
Postcode:
Email Address:

Instruction to your bank or building society
Please pay GC re United Kingdom Council for Psychotherapy from the account detailed in this instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with GC re United Kingdom Council for Psychotherapy and, if so, details will be passed electronically to my bank/building society.

Signature(s)
Date

Banks and Building Societies may not accept Direct Debit instructions for some types of account

This guarantee should be detached and retained by the Payer

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit GC re United Kingdom Council for Psychotherapy will notify you 3 working days in advance of your account being debited or as otherwise agreed. If you request GC re United Kingdom Council for Psychotherapy to collect a payment, confirmation of the amount and date will be given to you at the time of the request
- If an error is made in the payment of your Direct Debit, by GC re United Kingdom Council for Psychotherapy or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society
- If you receive a refund you are not entitled to, you must pay it back when GC re United Kingdom Council for Psychotherapy asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.