

## **UKCP Trainee Membership Renewal**

By paying your membership renewal fee you are automatically agreeing to the following:

**Failure to disclose relevant information could result in the suspension or removal of your UKCP membership.**

### **Member Declaration**

#### **You**

- Confirm that you are a current member of a UKCP organisational member (OM) or maintain a formal relationship with an OM for the purpose of completing a training course and achieving a professional qualification;
- Agree to abide by your OM's codes of ethics, conduct/practice and complaints procedure.
- Confirm that you see clients/patients in a supervised training practice/placement.
- Confirm that the supervisor named on your application form for trainee therapist membership of UKCP remains the same or that, if your supervisor has changed, this change has been approved by your OM.
- Confirm that you have signed a contract for, and are in compliance with, all the requirements of the above training including, if applicable, personal therapy.
- Confirm that you have appropriate professional indemnity insurance to cover your area(s) of practice
  - Either personal or provided by your employer/NHS Trust
- Agree that you will ensure the term and description 'UKCP trainee therapist' or 'UKCP trainee psychotherapeutic counsellor' is used appropriately on any promotional literature you use.
- Agree to inform UKCP if a complaint is made against you, if you breach your training organisation/organisational member's codes or if you become ineligible for UKCP trainee therapist membership for any other reason.

### **Member Declaration Part 2**

#### **You**

- Have not received any complaints made against you, since your last renewal;
- Do not have a conviction which is not spent under the Rehabilitation of Offenders Act 1974, since your last renewal;
- Have not been disciplined by a professional body, since your last renewal;
- Do not have any suspensions and/or restrictions, since your last renewal.

If you have had any of the above or you have breached your OMs codes or you become ineligible for UKCP trainee therapist membership for any other reason please send details to [complaints@ukcp.org.uk](mailto:complaints@ukcp.org.uk): *or*

The Complaints Team  
UK Council for Psychotherapy  
America House  
2 America Square  
London EC3N 2LU

Please mark the envelope 'CONFIDENTIAL' and send it by recorded delivery including your membership number in any correspondence.

### **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.