

THE HYPNOTHERAPY ASSOCIATION



Membership Application Guide

Association National Office
14 Crown Street
Chorley
Lancs
PR7 1DX

Tel & Fax: (01257) 262124

E-mail: admin@thehypnotherapyassociation.co.uk

Website: www.thehypnotherapyassociation.co.uk

The Hypnotherapy Association was formed in November 1997 as a non-profit making organisation aimed at representing all professional hypnotherapists in practice. We are unique in that we are completely independent of all training organisations or school registers.

When you join us, you will find both professional support and academic fulfilment in our Regional Meetings, Workshops and "The Hypnotherapist" journal as well as financial benefit through the Featured Therapist Service and Media/Press Office and Corporate Advertising in Yellow Pages. In all you should find it a very profitable experience, which will broaden your perspective, increase your knowledge and enable you to meet new friends and colleagues.

UK Hypnotherapy Register

The Register is a definitive list of members of the H A in professional practice. Registration is a single payment of £25.00, which includes the issue of a numbered Certificate. All members (except students) are entered in our register on our website: www.thehypnotherapyassociation.co.uk

Membership Grades of the H A

The requirements for each of the four Grades of Membership are as follows:

Student Membership

Open to all Hypnotherapy Students from any training school in the UK. Membership is free for 12 months. Student members will receive copies of the quarterly journal *The Hypnotherapist* and can attend regional meetings, the Annual Conference. Also eligible to receive discount liability insurance.

Associate Membership (AHA)

Associate members will have been trained at a school that is NOT on our Approved List (see list overleaf). Associate members will receive copies of the quarterly journal *The Hypnotherapist* and can attend regional meetings, the Annual Conference and CPD seminars. Also eligible to receive discount liability insurance.

To gain Full Member status Associate members can either:

- 1) Gain 4 years experience as an Associate member; OR
- 2) Fast Track: After 2 years as an Associate, they can submit 2 case histories and two references.

Licentiate Membership (LHA)

Licentiate members will have been trained at a school that is on our Approved List (see back page). As a Licentiate member you will receive copies of the quarterly journal *The Hypnotherapist* and can attend regional meetings, the Annual Conference and CPD seminars. Also eligible to receive discount liability insurance, join our Featured Therapist scheme and appear in our Corporate adverts in Yellow Pages.

To gain Full Member status Licentiate members can either:

- 1) Gain 3 years experience as a Licentiate member and submit 2 references; OR
- 2) Fast track: After 2 years as a Licentiate, they can submit 2 case studies

Full Membership (MHA)

Hypnotherapists who have at least 5 years experience can join as a full Member. They must submit two references to prove they have been in practice for 5 years.

Full members will receive copies of the quarterly journal *The Hypnotherapist* and can attend regional meetings, the Annual Conference and CPD seminars. Also eligible to receive discount liability insurance, join our Featured Therapist scheme and appear in our Corporate adverts in Yellow Pages.

Submission of 2 Case Study Reports

Your Case Study Reports must be each between 1000 and 2000 words long and written in the style of an article suitable for publication in a hypnotherapy journal. Ideally, your case study should conclude with a section on what you have learned from this case study or why the issues raised in the case study are important to hypnotherapy or health care in general. A sample case study report is available on request.

Subscription

The subscription is £60.00 per annum regardless of Grade. All members have a common renewal date of 1st April. New members can pay the subscription and £25.00 joining fee by cheque or credit card.

Featured Therapist Service

The Association's National Office operates a **featured therapist service**. This service includes a page dedicated to promoting the individual member, including a photograph, on the featured therapist section of our website. (www.thehypnotherapyassociation.co.uk) The office will also send a personal letter of introduction on the therapist's letterhead to prospective clients from their area who contact the office. This must be limited to one side of A4 paper and be in black and white. (Whenever possible please supply this as an email attachment or on a floppy disk using Microsoft Word compatible software). *This service costs £85 per year and is available to you only after you have gained your Licentiate or Full Member Grade.*

Corporate Advertising

Licentiate and full members can take advantage of display advertising under the Association's banner and logo in Yellow Pages at a cheaper rate in our corporate advert. Payment is on publication, not on booking the space. If you wish to participate please contact the Yell advertising team on 0800 371755 as rates differ for each Yellow Pages directory.

Professional and Public Liability Insurance

Members can obtain very beneficial terms for Professional and Public Liability Insurance cover at extremely competitive rates. We have two appointed agents, Howden and Balens Insurance Brokers, who are both specialists in insurance for health professionals. *If you wish to participate in Howden's scheme you can contact them by telephone on 0113 251 5011. If you wish to participate in Balen's scheme you can contact them by telephone on 01684 580771.*

All completed application forms and monies required must be returned together with copies of relevant training certificates. Proof of professional insurance (if you have it) or details of Howden/Balen insurance if you have contacted them, must accompany your application.

If you have any questions please contact the office by telephone or email.



Paola Bagnall
Company Secretary

RULES AND CONSTITUTION

Aims of The Hypnotherapy Association

1. To maintain a National Register of Practising Hypnotherapists
2. To accept into Membership those members from the Register who can demonstrate the required competence and experience for membership entitlement.
3. To improve and increase the knowledge and skill of all members by providing workshops, seminars and meetings demonstrating special techniques and skills.
4. To maintain contact with the medical profession and other complementary disciplines. To carry out the recommendations of the 1993 BMA report "COMPLEMENTARY MEDICINE - new approaches to good practice".
5. To maintain contact and improve understanding within the NHS, Regional Health Authorities and Private Health Insurers.
6. To operate a self-regulatory body for Hypnotherapy and promote the National Register of Practitioners by contact with politicians in government.
7. To print and publish information promoting hypnotherapy, psychotherapy and associated techniques.
8. To issue membership certificates and make available Professional Liability Insurance for members.

Constitution

1. The name of the Association shall be The Hypnotherapy Association (hereinafter The Association).
2. The aims of the Association shall be to protect the interests of its members, promote hypnotherapy as a therapeutic tool, provide opportunities for members to enhance their skills, and seek to educate members of the public, government and the medical profession as to the benefits of hypnotherapy.
3. Membership of the Association shall be open to practising hypnotherapists who are able to satisfy the admissions criteria as agreed by an Annual General Meeting.
4. The management of the Association shall be conducted by an Executive Committee of ten members elected by vote of full members of the Association. The term of the Executive Committee (hereinafter The Committee) shall be three years.
5. Election to the Committee shall be held every three years such elections being held by postal ballot and independently scrutinised.
6. The Officers of the Association shall be Chairman, Secretary and Treasurer.
7. The Officers of the Association shall be elected from the members of the Committee and will also serve in those roles on the Committee
8. The duties and responsibilities of the Officers shall be determined by the Committee and amended from time to time as may be considered necessary.
9. Insofar as the Committee appoints the Officers of the Association the Committee shall have the right to terminate such appointments. Officers so dismissed shall remain members of the Committee for the remainder of their term.
10. The Committee may co-opt from the membership to replace any members who resign during their term of office. Any such co-opted members shall serve for the remainder of the original members term of office.
11. The Association shall publish a journal four times a year or at such times as the Committee considers appropriate. The editor of the journal shall be elected by the Committee and need not be a member of the Committee but will become a member by virtue of his office subject to the Committee not thereby exceeding ten members. The journal will be distributed to all members of the Association.
12. Audited accounts of the Association shall be published annually in the Association journal and presented for approval to the Annual General Meeting.
13. An Annual General Meeting of the Association shall be held every year at a place and time determined by the Committee. Three months notice of such Annual General Meeting shall be given to all members by individual posted notices or an announcement in the journal or by a notice posted on the Association web site.

Code of Ethics and Practice

All practising members undertake:

1. To provide treatment consistent with a diligent duty of care and within their knowledge, competence and experience.
2. To hold Public Liability & Treatment Risk Insurance.
3. To recommend, where the patient's condition is suspected to have a physical basis or cause, that the patient/client should seek medical advice first.
4. To maintain strict confidentiality during and after treatment.
5. To obtain permission from the client before the audio or video recording of any part of a session can take place.
6. Never to use their position of trust and confidence to exploit the client in any way whatsoever.
7. Should any irregularity arise with the client/therapist relationship to immediately consult with the Vice-

Chairman of the Management Committee of the Association, and where appropriate to cease treatment and/or refer the client to another therapist.

8. To complete courses of treatment in every case at the earliest possible opportunity.
9. To take all reasonable steps to ensure the safety of the client and those accompanying them.
10. To ensure that rooms and other facilities to be used for and/or associated practice are suitable for such purpose.
11. Never to use hypnosis before spectators where the intended or expected outcome is the demeaning of the hypnotised and/or other person for the amusement of others, and where hypnotherapy is demonstrated to an audience to immediately desist if aforesaid amusement begins to come about.
12. To keep any interest or activity involving stage hypnosis as totally separate from hypnotherapeutic work, such that no connection to the name of the Association or profession can be inferred, unless such activity shall constitute research specifically approved and passed by the Research and Ethics Boards of the Association.
13. To be aware that certain techniques of hypnosis may be unethical or inappropriate for certain patients, and to be judicious in the use of such techniques.
14. To conduct themselves, at all times, in accord with their status and never to do anything that might bring hypnotherapy, the UK Hypnotherapy Register or The Hypnotherapy Association into disrepute.

Membership

Membership shall be granted on the satisfactory completion of a membership application together with proof of relevant experience, which satisfies the application criteria. A personal interview may be required. In line with newly introduced standard practice applicants for membership should be aware that applications will be screened for any relevant criminal record.

Insurance and Subscriptions

All practising members are responsible for maintaining adequate insurance in accordance with the Code of Ethics and in addition undertake to pay promptly their subscription and any other fees or charges for which they are responsible.

Hypnotherapy Association Approved Training Schools

Academy of Clinical & Medical Hypnosis
(LifeSolutions)

Adam Eason Personal Development Ltd.

Belmont Centre for Hypnotherapy

College of Inspirational Hypnotherapy

Contemporary College of Therapeutic Studies

Essex Institute of Clinical Hypnosis

HypnoSynthesis

ISIS School of Integrated Hypnotherapy

Life Force Personal Development

National School of Hypnosis & Psychotherapy

Scottish School of Hypnotherapy Ltd. (Formerly
Corsebar)

Stressmanagers

Therapy Training College

UK College for Complementary Health Care

WellMind Ltd

Academy of Holistic Hypnotherapy

Atkinson-Ball College of Hypnotherapy

Cambridge College of Hypnotherapy

College of Transformational Therapy

EOS Professional Training

Hypno – UK

Innervisions School of Clinical Hypnosis

Kent College of Hypnotherapy

Motivation Training

Open Mind School of Therapy

South West School of Clinical Hypnotherapy

Surrey College of Clinical Hypnotherapy

The Still Point

Uncommon Knowledge