

Paper

Council Meeting: 22-23 March 2017

status: For decision

title: Membership Review

ref: Item 6

summary: This paper proposes changes to the Bye-laws and regulations relating to membership:

- There are no significant changes for UK qualified members
- The changes would put beyond doubt the eligibility of HCPC registered physiotherapists who qualified overseas
- A change would make it explicit that Student members are not eligible for union services or to take part in trade union ballots
- It is proposed to create a career break grade for Associates
- A revised definition of the duties undertaken by members qualifying for associate membership is proposed
- Council is invited to consider clarifying Associate voting at the AGM
- It proposed to make provision for the future admission as an Associate member on the basis of a non-graduate qualification
- It is proposed to repurpose the Affiliate category of membership and use this for a range of different groups of people with a professional interest in physiotherapy who are not eligible in any other category.

action: To agree, reject or amend the recommendations. If members wish to propose amendments it would assist the conduct of business if these could be provided in writing and in advance.

author: Philip Hulse, Chair SLWG

date: 24 February 2017

1. Introduction

- 1.1 The context in which the Society works is rapidly changing as external factors reshape the profession and the context in which we work. These include:
- Changes in physiotherapy training with mean more multidisciplinary education, the development of degree level apprenticeships and new qualifications for associates being developed.
 - The changing shape of the workforce with fewer specialist physiotherapy managers, the growth of the overseas-qualified workforce and increasing use of other professionals to undertake physiotherapy related roles.
 - The growth of physiotherapy outside traditional settings and contexts including in social care and the growth of animal physiotherapy
 - Changing requirements of trade union legislation.
- 1.2 These factors present the CSP with some fundamental choices. Do we wish to develop our membership to reflect these changes or retain our current model? Both options have risks and benefits. Not adapting could result in the organisation becoming less relevant, membership stalling and a gradual decline. Change too much and too quickly and we could risk our coherence as a professional community. We have therefore presented Council with a set of choices rather than a single block recommendation for change.
- 1.3 The papers of the SLWG have previously been circulated to members of Council. This report therefore focuses on the recommendations made by the SLWG and does not rehearse the evidence and issues considered by the SLWG.
- 1.4 Council established the review in March 2016. The members of the SLWG were Philip Hulse, Sue England and Debbie Davies advised by Rob Yeldham and Stuart du Boos. The terms of reference are attached as Annex A. The group met on five occasions and reviewed all existing categories of membership and potential categories. One session used an external membership consultant to help us develop our thinking through a workshop session.
- 1.5 It is important for Council to bear in mind that no market testing has taken place of these proposals. Staff have advised that until there is clarity about Council's intention testing would not be practical. Some informal consultation has taken place with networks and committees and the outcome of this will be fed back verbally.
- 1.6 We endorsed the "buffet" principle that membership should be the gateway to a range of services and benefits and therefore rejected a move to a form of membership where individuals opt in and out of differently priced services. This reflects both the financial challenges of an "a la carte" membership system and our belief that membership should be about joining the community of members not buying services.
- 1.7 We found that our existing structure contains a range of anomalies. These we have either determined as not significant or have sought to address in the recommendations. It should be noted that there is a risk that unless we clarify entitlements and eligibilities we may find we are judged to be breaching our own Bye-laws and regulations if someone chooses to challenge current interpretations.

1.8 In considering this report it may help Council to understand the distinction between categories and grades of membership:

Categories are the broad classes of membership established in the Bye-Laws of the Society. Categories can only be changed or created by changing the Bye-Laws. This requires Privy Council and AGM consent.

Grades are the administrative designations given to specific groups of members within a category. Grades may be needed to distinguish between different eligibility rules, different subscription rates or to help define access to specific CSP services. Grades and their associated criteria or discounts may be, but do not have to be, based on regulations made by Council.

1.9 If Council, the Privy Council and AGM agreed all the recommendations the old and new membership structures would be:

Existing Category	Existing Grades	Future Category	Future Grades
Student	Student	Student	Student
Associate	Associate Associate Student Retired	Associate	Associate Associate Student Career break Retired
Member	Full practising Joint membership Practising overseas Non-practising Retired Life	Member	Full practising Animal practise Joint membership Practising overseas Non-practising Retired Life
Affiliate	<i>Not used</i>	Affiliate	Affiliate Animal physiotherapist Affiliate working in physiotherapy Overseas Affiliate Physiotherapy graduate

1.10 Since the Membership Review began, Council has also considered the Governance Review. This has implications for membership regulations relating to Council elections. The proposed governance changes have been factored into the draft amendments in the annexes. Sections in square brackets would only be applied if governance changes proposed are not adopted.

2. Members

2.1 Under our Bye-Laws we have both members (those people who are admitted to membership in any of the categories) and Members (graduate or equivalent level physiotherapist members). Members may be admitted by Council as Fellows. In terms of rights and responsibilities, Fellows are in practice no different from Members.

- 2.2 We have long admitted into Membership HCPC registered physiotherapists who qualified overseas. Their HCPC registration serves as a guarantor of their professionalism. However, one interpretation of the byelaws is that this is not appropriate. To clarify this, it is proposed to amend the byelaws to put eligibility for membership beyond doubt. This would also future proof us if non-CSP accredited routes to HCPC registration are approved in future.
- 2.3 Where Members are solely practising on animals, they are exempt from the requirement to be HCPC registered. For operational convenience, we propose that there should be a separate grade within the Membership category to accommodate them. This would currently involve around 30 Members.

3. Student members

- 3.1 We concluded that the student membership category is effective at providing a suitable membership category and encouraging HEIs to accredit courses via the CSP. We do not believe it should be broadened to accommodate physiotherapy students studying overseas, potential students, students on non-accredited courses, or graduates pending HCPC registration. We believe these groups are better served by inclusion in the proposed affiliate category.
- 3.2 Student members are not legally employees or workers. They have never been regarded as being eligible for union services and have never been given rights relating to the union activities of the CSP. Given trade union regulation change, making this explicit in the regulations is desirable for audit purposes. We therefore recommend amending the regulations to reflect this.
- 3.3 We strongly believe that the existing practice of ending CSP membership on graduation and forcing graduates to reapply for membership as Members is counterproductive. We therefore recommend that we end this practice and allow student members to move automatically into the proposed affiliate category at the point of assumed graduation, pending their registration with the HCPC and eligibility for Membership.

3.4 Risk and benefits

Option	Pros	Cons
Automatically move students into the affiliate category at the point of assumed graduation, pending their registration with the HCPC and eligibility for Membership.	Maintains relationship and income with members No risk of unqualified person being admitted as a Member	Graduates may be slow to update their membership once in work, resulting in lost income and lack of PLI cover Significant operational challenge

- 3.5 We have included in the proposed revised regulations provisions that make explicit the voting rights of students at the AGM. Currently, as written, students are entitled to vote on all matters at the AGM.

4. Associate members

- 4.1 We concluded that the Associate category should be retained as a distinct category. It accommodates a wide range of different roles many of which are likely to expand in future. This category includes: apprentices, physiotherapy assistants, technical instructor, rehabilitation assistants, overseas qualified physiotherapists undertaking periods of adaption, qualified physiotherapists undertaking supervised return to practice and other physiotherapy staff. What these groups have in common is that they are people practising physiotherapy, but not as autonomous practitioners. We do not feel that it would be appropriate to extend the category to accommodate a range of potential members who are not directly providing physiotherapy.
- 4.2 We believe that this category continues to be the right one for apprentices, including those on a route to qualification equivalent to graduate level. This is because apprentices, unlike students, are legally employees working in a supervised context. They need, for trade union audit and balloting purposes, to be in a category for employees. As is already the case for members working in physiotherapy roles whilst studying can be in a grade which enables them to access student as well as associate benefits.
- 4.3 In reviewing the existing regulations we noted the need to amend the regulations in two respects:
- (a) To confirm the rights of Associate members in relation to trade union ballots and for certain other CSP activities.
 - (b) To update the definition of delegation to recognise the changing nature of management arrangements within physiotherapy services and to recognise that delegation does not imply direct supervision.
- 4.4 We also became aware of an anomaly which Council needs to consider. It is a perception held by some members that the Bye-Laws prevent Associates voting on clinical issues at the AGM. This is not, in fact, written into the Bye-Laws. We have therefore included a recommendation which enables Council to clarify arrangements through a new regulation.
- 4.5 Growing numbers of physiotherapy staff hold a physiotherapy qualification below degree level. We consider it desirable to make provision for the admission of members into the Associate category holders of recognised non-degree physiotherapy qualifications. This will enable us to build relations and support such members prior to them starting work or in gaps in their careers. If agreed, it would be for Council in the future to agree which qualifications to recognise for this purpose or to agree a process for accrediting qualifications.
- 4.6 We are also recommending that Council approves a new grade within the category for career break associates. It is an anomaly that whilst Members who are on maternity leave can be offered a discounted membership grade, associates in a similar circumstance cannot. If agreed, it will be for Council to agree the fee at a later date.

4.7 Risks and Benefits

Option	Pros	Cons
Update the definition of delegation	Reflects realities in practice Removes any doubt about eligibility of some existing members	
Ability to admit associates on the basis of qualification	Provides flexibility for the future Recognises development of non-degree qualifications	Less clear that delegation is the key attribute distinguishing this category from others Concern that this may give rise to people with such qualifications seeking to practice inappropriately
Career break grade introduced	Maintain membership during break Parity with Members	Loss of income / cost

5. **Affiliate membership**

- 5.1 Our Bye-laws include a category of “Affiliated members”. As currently described, this is for students on non-accredited courses and overseas qualified physiotherapists. There are no non-recognised UK courses currently. Overseas qualified physiotherapists working in the UK or Crown Dependencies are admitted in other membership grades. As a result, we have no affiliate members.
- 5.2 The management of physiotherapy is often not in the hands of physiotherapists. In research, education, public and private practice physiotherapy involves working collaboratively with a range of other professionals who contribute to our professional knowledge or service delivery. As we are the Chartered Society of Physiotherapy, not the Chartered Society for Physiotherapists, we believe that this category should be reshaped to accommodate members who have a professional affiliation to physiotherapy, but who are not eligible for membership in another category.
- 5.3 Animal physiotherapy is a rapidly expanding area. There are two main routes into this area of practice. Chartered physiotherapists may practise on animals and veterinary clinicians may learn physiotherapy techniques to practice on animals. There are important discussions ongoing between our animal network, the Royal College of Veterinary Surgeons and DEFRA to establish a register of animal physiotherapists. This would create a system for vetting animal physiotherapists and could, if Council were so minded, enable us to recruit registered animal physiotherapists as affiliate members.

5.4 We are, however, mindful of the potential for dilution of the profession and for confusing the public if people who are not studying or practising physiotherapy are admitted into membership. It is for this reason that we favour a distinct affiliate category.

We noted that there will need to be a phased implementation of the revised category. This will enable the management of how quickly the category expands and the mix of members in it.

5.5 Proposals for subscription rates for, and service offers to, different grades of members within the Affiliate category will need to be considered as part of the next budget round. A set of interim grades has therefore been suggested:

- Affiliate
- Animal physiotherapist
- Affiliate working in physiotherapy
- Overseas Affiliate
- Physiotherapy graduate.

5.6 Benefits and Risks

Option	Pros	Cons
Animal grade established in Affiliate category	Maintains human and animal physiotherapy within a single professional body. Provides appropriate, but third party managed, validation process to ensure suitability. Opportunity to grow the CSP.	
Grade opened to people <u>working</u> in physiotherapy but in roles which fall outside the existing grades (e.g. managers)	May be in settings where we are set up to offer employment services and professional advice Potential for some additional members and income	Potential relationship issues with other bodies No PLI could be offered as standard No way of verifying status/suitability
Grade opened to people working in <u>fields allied to</u> physiotherapy	Potential for some additional members and income Access to specialist knowledge Potential for some professional networks to broaden scope of membership where they wish to	Might be seen as diluting professionalism Potential conflict with some existing professional networks Limited benefits can be offered (no PLI and limited professional advice, limited employment support)

		<p>Possible high turnover impacting on administration and service demand levels</p> <p>No way of verifying status/suitability</p>
Grade opened to <u>overseas</u> physios and/or physio students	<p>Potential for growth in membership over time</p> <p>Potential to support development of profession internationally</p> <p>Supports strategy of engaging as early as possible in career journey (for those planning to work in UK at some point)</p>	<p>Limited benefits (no PLI, no employment and limited professional advice)</p> <p>Potential relationship issues with other bodies</p> <p>No way of verifying status</p> <p>Possible high turnover impacting on administration and service demand levels</p>
Grade opened to those <u>intending to study</u> physiotherapy or studying allied courses	Supports strategy of engaging as early as possible in career journey	<p>Limited benefits can be offered (no PLI, no employment and limited professional advice)</p> <p>Possible high turnover impacting on administration and service demand levels</p> <p>No way of verifying status/suitability</p>
Establish new grade for overseas physios	<p>Potential for growth in membership over time</p> <p>Potential to support development of profession internationally</p>	<p>Limited additional benefits can be offered (no PLI, no employment and limited professional advice)</p> <p>Potential relationship issues with other bodies</p> <p>No way of verifying status</p> <p>Requires more admin, ICT and marketing work to implement</p> <p>Possible high turnover impacting on administration and service demand levels</p> <p>Requires AGM and Privy Council agreement</p>

5.7 Governance rights – We suggest to Council that there are three options for the governance rights for a revised affiliate category:

- (a) Full rights to stand for and vote for Council and to participate at the AGM
- (b) No rights to stand for and vote for Council and to participate at the AGM
- (c) No initial rights to stand for and vote for Council and to participate at the AGM, but with a scheduled review of this in two years' time.

6. Other issues

6.1 Corporate membership - In light of the practice of some other professional bodies, and the potential threat of a trade body competitor emerging, we considered the potential of offering corporate or group membership. However, we do not feel this offers any significant advantages to the CSP or potential corporate members. We have suggested that further work be done to consider whether a Physiotherapy Alliance scheme, modelled on the Royal College of Midwives Maternity Alliance, might be beneficial.

6.2 Flexibility of operations – The regulations are highly prescriptive in terms of the services members should receive and the subscription and the payment systems we can use to collect subscriptions. This does not fit well with the desire to be flexible for the future. We therefore recommend that such clauses be amended.

6.3 Discounts – The current system includes a range of grades designed to enable discounts to be applied to subscriptions. We consider the existing discounts appropriate and believe that there should be an additional discount for career break associates. Given that Council can amend subscription rates each year we would like to see more flexible use of recruitment and retention discounts considered. In replacing the subscription IT system, it would be sensible for the staff to ensure that a new system has this operational flexibility.

6.4 Post-nominals - At present only Members, Fellows and distinguished service award recipients have CSP designated post-nominals. We believe that having specific post-nominals for more membership grades would have advantages. These include greater clarity for the public, avoidance of accidental misrepresentation of members as Members and marketing benefits. In particular, we feel that animal physiotherapists and associates should be properly recognised. We envisage that P&D would advise Council on appropriate post-nominals and that this would lead to a further proposal to amend the relevant Bye-Law at the 2018 or 2019 AGM.

6.5 In conducting the review we identified some issues which were outside our remit or which we determined should not be addressed through the review. We believe that Council should, however, be made aware of these issues, which are included as Annex F.

7. Implementation

- 7.1 If Council accepts the recommendations, they will not come into force immediately or as a single block. There are both governance and operational steps to take prior to implementation. AGM and Privy Council approval is needed for the Byelaw changes. Before the affiliate regulations can be implemented, there is a range of operational changes required including IT system changes, developing marketing plans and administrative process changes. Different changes will therefore need to be implemented at different times.
- 7.2 The Member, Associate and Student regulation changes would be introduced immediately following final Council approval, although they might not be fully reflected in recruitment material for up to a year.
- 7.3 The new Affiliate regulations, moving graduates who are not yet HCPC registered into the affiliate category, could be introduced immediately, provided an interim administrative process can be agreed pending the new membership system deployment.
- 7.4 The introduction of the Affiliate regulations 1(i)-1(iv) will need to be phased over a longer time to enable IT and marketing developments.

8. Recommendations

8.1 Members

1. To agree to recommend to the AGM the byelaw changes, and to agree the revised regulations, relating to Members set out in Annex B.
2. To agree the creation of an animal practise grade within the Membership category for physiotherapists qualified to treat humans but who work solely with animals.

8.2 Students

3. To agree that membership between student member and either Member or affiliate membership should be continuous.
4. To agree to recommend to the AGM the byelaw changes, and to approve the regulation amendments, relating to student members set out in Annex D.

8.3 Associates

5. To decide whether to adopt the proposed new Associate regulation 4.ix affirming the voting rights of Associates on all issues at the AGM.
6. To agree to recommend to the AGM the byelaw changes, and to approve the revised regulations, relating to Associate members set out in Annex C.
7. To agree to introduce an Associate career break discount grade of subscription from January 2018.

8.4 Affiliates

8. To agree to repurpose the Affiliate category and to recommend to the AGM the byelaw changes set out in Annex E.
9. To agree the inclusion of anyone who works in, or manages, a physiotherapy service or business, in the proposed regulation set out in Annex E at 1(iii)
10. To agree the inclusion of regulated clinicians working in rehabilitation, MSK disorders, exercise or sports medicine or allied fields in the proposed regulation set out in Annex E at 1(iv)
11. To agree the inclusion of researchers working in rehabilitation, biomechanics, MSK disorders, exercise, sports medicine, sports science or allied fields in the proposed regulation set out in Annex E at 1(iv)
12. To agree the inclusion of researchers working in rehabilitation, biomechanics, MSK disorders, exercise, sports medicine, sports science or allied fields in the proposed regulation set out in Annex E at 1(iv)
13. To agree the inclusion of technical staff working in rehabilitation, biomechanics, sports science or allied fields in the proposed regulation set out in Annex E at 1(iv)
14. To agree the inclusion of sports therapists in the proposed regulation set out in Annex E at 1(iv)
15. To agree the inclusion of massage therapists in the proposed regulation set out in Annex E at 1(iv)
16. To agree the inclusion of physiotherapists and student physiotherapist who work or studies outside the UK in the proposed regulation set out in Annex E at 1(v)
17. To agree the inclusion of people studying on a non-accredited physiotherapy course, planning to study physiotherapy in the UK or who is studying physiotherapy in the UK on a course which is not accredited by the CSP in the proposed regulation set out in Annex E at 1(vi)
18. To agree the inclusion of former student members pending HCPC registration in the proposed regulation set out in Annex E at 1(vii)
19. To agree one of the following sets of governance rights for Affiliates:
 - (a) Full rights to stand for and vote for Council and to participate at the AGM
 - (b) No rights to stand for and vote for Council and to participate at the AGM
 - (c) No initial rights to stand for and vote for Council and to participate at the AGM, but with a scheduled review of this in two years' time.
20. To agree the remaining draft regulations as set out in Annex E.

21. To agree to have the following grades of affiliates for subscription and service management purposes:

- Affiliate
- Affiliate (working in physiotherapy)
- Animal Physiotherapist
- Overseas Affiliate
- Physiotherapy graduate.

8.5 Other

22. To request further work by staff to develop suitable post-nominal for consideration by Council.

23. To note the implementation advice set out in Section 7 of this report and to delegate to the Chair for Council the agreement of the implementation dates where not specifically identified.

Note: In order to facilitate debate, members are asked to submit any suggested amendments to the proposed Bye-Laws or regulations in writing to Philip Hulse or Rob Yeldham by 9am on Tuesday 21st March prior to the Council meeting so that a table of amendment can be made available for discussion.

Philip Hulse MCSP
Chair, Membership Review SLWG

ANNEX A - MEMBERSHIP REVIEW SLWG TERMS OF REFERENCE

The review will consider proposals for changes to the membership categories and make recommendations to Council for any changes considered desirable. In particular, it should consider:

- The potential benefits of a simpler membership system and a limited core membership benefits service, with additional benefits dependent on status and/or additional payments
- The potential benefits of a membership system based on progressive enhancement of status, and fees, as members move through their careers.
- The potential to broaden membership eligibility for individuals connected to physiotherapy including but not limited to; overseas physiotherapists, animal physiotherapists, managers of physiotherapy services, potential students pre-study, current associate members moving into new roles and sports therapists.
- The potential for membership or affiliation for corporate bodies connected to physiotherapy.
- Potential actions to address existing anomalies not covered above.

In considering these issues, the review should be mindful of:

- The desirability of maintaining a cohesive professional physiotherapy community
- The operational benefits or challenges of any changes
- The potential financial risks and benefits of any changes.

ANNEX B – MEMBERS

Current Bye-Law	Proposed Bye-law	Explanatory note
Members	Members	No change
3. (1) Membership of the Society is at the discretion of the Council acting in accordance with the Bye-Laws in force from time to time.	3. (1) Membership of the Society is at the discretion of the Council acting in accordance with the Bye-Laws in force from time to time.	No change
(2) The Society shall have six categories within its membership: (a) Members; (b) Fellows; (c) Associates; (d) Student members; (e) List members and (f) Affiliated member.	(2) The Society shall have four categories within its membership: (a) Members (b) Associates (c) Students (d) Affiliates.	Members and Fellows enjoy the same rights and privileges removing the reference to Fellows as a category avoids confusion that this is a status which can be applied for. Lists were abolished in the Regulatory Board review
(3) A person shall be eligible to become a Member of the Society if registered with or eligible for registration as a physiotherapist, or physical therapist, or any other professional physiotherapy title recognised by the statutory regulatory body.	(3) Unless Bye-Law 3(4) applies a person shall be eligible to become a Member of the Society if: (a) Registered with, or eligible for registration as a physiotherapist, or physical therapist, or any other professional physiotherapy title recognised by the statutory regulatory body for the United Kingdom and/or Crown Dependencies. or (b) they hold a degree, or equivalent qualification, in physiotherapy recognised by the Council.	Consolidates the existing 3(3) and 3(4) and reflects the potential for the HCPC to prescribe new routes to qualification as the regulator. Recognises the Crown Dependencies which are de facto covered by the Society and are covered by the HCPC register.

Current Bye-Law	Proposed Bye-law	Explanatory note
<p>(4) Members must be qualified in one of the following manners: (a) by holding a degree, or equivalent qualification, in physiotherapy recognised by the Council; or (b) by holding a qualification to practise physiotherapy issued by some authority (other than the Society), whether in the United Kingdom or elsewhere, recognised by the Council for this purpose and by passing such further tests (if any) or having had such experience or practice in the United Kingdom as the Council may prescribe generally and/or in the special case of that particular person.</p>		Delete as consolidated into 3(3)
<p>(5) Members if engaged in practice in the UK are required to be registered with the Statutory Regulator.</p>	<p>(5) Members if engaged in practice in the UK or Crown Dependencies are required to be registered with the Statutory Regulator.</p>	Recognises the Crown Dependencies
<p>(6) Physiotherapists who are retired or in another occupation may be Members of the Society.</p>	<p>(6) Members who have retired or who in another occupation may be continue to be Members of the Society.</p>	Clarifies the intention of the existing Bye-law
<p>(7) Before admission to Membership a person shall pay the appropriate registration fee and satisfy any other requirements for the time being prescribed by the Council.</p>	<p>(7) Before admission to Membership a person shall pay the appropriate registration fee and/or subscription and satisfy any other requirements for the time being prescribed by the Council.</p>	Minor clarification only

Current Bye-Law	Proposed Bye-law	Explanatory note
(8) Upon entry of the name of a person in the Society's Register of Chartered Physiotherapists that person shall become a Member and shall receive a certificate of Membership, which shall at all times remain the property of the Society.	(8) Upon entry of the name of a person in the Society's database of members that person shall become a Member and shall receive a certificate of Membership (which shall at all times remain the property of the Society) or such other means of confirmation of Membership as may be prescribed by Council from time to time.	Updates the clause to reflect how member records are held. And introduces flexibility as to how proof of membership may be provided.
Fellows	delete	Presenting Fellows as a separate membership category implies people can apply for this status when they cannot. Fellows must be Members so Members and Fellows enjoy the same rights and privileges.
9) The Council may elect any Member or Fellow. Any Fellow so elected shall receive a Diploma of Fellowship and be entitled to use the titles set out in Bye-Law 4.	9) The Council may admit any Member as a Fellow. Any Fellow so admitted shall receive a Diploma of Fellowship and be entitled to use the titles set out in Bye-Law 4.	Corrects previous error and clarifies language
No equivalent	10) The Council may appoint any person who is not a Member as an Honorary Fellow. Any Honorary Fellow so appointed shall receive a Diploma of Fellowship and be entitled to use the title Hon. Fellow of the CSP.	Clarifies current procedure

MEMBER REGULATIONS

Existing Rule	Proposed Rule	Explanatory note
1. In accordance with Bye-Laws 3, the Council hereby makes the following Regulations, which apply to Members and Fellows but not to Student members.	1. In accordance with Bye-Laws 3, the Council hereby makes the following Regulations, which apply to Members, including Fellows.	No change in meaning but simplifies rule.
2. Membership shall be open in accordance with Bye-Law 3 and in addition to: a. former members of the Society of Remedial Gymnasts or of the Faculty of Physiotherapy; b. HCPC registered physiotherapists who qualified outside the UK.	Deleted	Deleted as provision is included in the Byelaws for these members
3. Qualified members shall be divided into the following categories: B. Full practising member (with PLI) (requires HCPC registration) Former Chairmen of the Society are given honorary membership for life. CSP employees who are HCPC registered physiotherapists have gratis membership for the period they are employed by the Society. BE Qualified member teaching in HE C. Qualified member on a career break/non-practising CD (discount) UK graduates currently unemployed but actively seeking full-time permanent employment and/or volunteering or working on a fixed-term	2. Members may be divided into such grades as Council may see fit in order to assist with the effective provision of services or collection of subscriptions.	Introduces flexibility in the administration, pricing and service offer available to different sub-groups of member

Existing Rule	Proposed Rule	Explanatory note
<p>contract, for a period of less than 4 months whilst actively seeking permanent employment</p> <p>E. Permanently retired member This category is open only to members who are permanently retired on grounds of age or ill health</p> <p>Q. Practising outside the UK member This category is for members practising outside the UK who do not wish to have the Society's PLI or legal assistance in relation to their current work.</p>		
<p>4. The following rights and privileges are conferred on members in addition to those specified in the Bye-Laws:</p> <p>a. Receipt of Physiotherapy Journal and Frontline News Magazine, weekly email news bulletin and a suite of specialist newsletters.</p> <p>b. Professional Liability Insurance (PLI) to all members resident in the United Kingdom practising within the Scope of Physiotherapy. The current insured limits for each member are:</p> <ul style="list-style-type: none"> • £5m per Medical/Professional Liability claim (with an annual limit of £10m for all claims in any insurance year) • £10m per occurrence for Public Liability claims (with an annual limit of £10m in respect of Product Liability claims for all members in any insurance year) 	<p>3. In addition to those rights and privileges conferred on Members in the Bye-Laws</p> <p>4. subscribing Members shall be entitled to:</p> <ol style="list-style-type: none"> i. stand for and elect members of Council; ii. be voting members of Boards, regional networks and branches and attend their meetings; iii. vote for, or stand for election as, CSP Stewards and Safety Representatives; iv. attend the CSP Annual Representative Conference; v. elect voting representatives to that conference; vi. vote in industrial action ballots and consultative ballots where relevant; 	<p>Codifies entitlements, as is the case for other categories whilst introducing flexibility in the service offer available to different sub-groups of member whilst guaranteeing member rights to services.</p>

Existing Rule	Proposed Rule	Explanatory note
<ul style="list-style-type: none"> • Members must be HCPC registered and ordinarily resident in the UK • Members are insured whilst temporarily working anywhere in the world, except USA, Canada or Australia where special conditions apply http://www.csp.org.uk/sites/files/csp/secure/cspmemberssummaryofcover2013_14.pdf c. Expert representation at work from the CSP's network of trade union officers and stewards d. Advice and support with professional development and practice including a dedicated careers section of the CSP website, reduced-fee attendance at CSP events, free access to CPD ePortfolio tool, and quick response telephone support from our Enquiry Handling Unit and Professional Advice Service e. Peer support through our iCSP online discussion forums, including specialist clinical, professional and regional networks f. Comprehensive Library & Information Service providing access to an online library catalogue, databases, e-resources and lending and photocopying services (including by post) 	<ul style="list-style-type: none"> vii. benefit from such professional and trade union services as may be agreed from time to time by Council and published on the CSP website. ix. vote on all matters at the AGM. 	

Existing Rule	Proposed Rule	Explanatory note
<p>g. Searchable Job Escalator resource - with details of the newest physiotherapy posts on offer direct to members' inbox</p> <p>h. Savings on everyday purchases by registering with CSP Plus</p>		
<p>5. A registration fee of £20 is payable on initial registration as a qualified member of the CSP for those holding previous student or associate membership. This is £195 for those holding no previous CSP membership</p>	<p>4. Council may approve payment of registration fees(s) which will be published on the CSP website.</p>	<p>Introduces flexibility by removing a requirement to charge a fee.</p>
<p>6. a). Subscriptions for members paying yearly are payable by 1 January for the following calendar year. Direct debit mandates will be operated on 1 January. If a subscription is not paid, a notice shall be issued under Bye-Law 8 (4), during January for those without a direct debit mandate. If the subscription is not paid within 30 days of despatch of the notice, the member's privileges of membership shall be suspended, under Bye-Law 8 (5).</p> <p>b. Members joining the Society after 1 March, or existing members who wish to change to full practising subscription will have their subscription pro rata'd for the remainder of that calendar year. Credit will be given to members for the subscription paid in any other category.</p>	<p>5. a) Subscriptions may be collected on such a basis as is operationally expedient subject to the oversight of Council of such arrangements.</p> <p>b) If a subscription is not paid within 30 days of dispatch of notice that it is due, the member's privileges of membership may be suspended, under Bye-Law 8 (5).</p>	<p>Introduces flexibility and clarifies the oversight and operational responsibilities for subscription collection</p>

Existing Rule	Proposed Rule	Explanatory note
c. Membership will be effective from the receipt of payment or a valid payment authority; or from a request to the membership department, provided that payment authority is received within ten working days.		
7. Members whose privileges of membership have been suspended under Bye-Law 9 shall not be entitled to vote in elections for office in the Chartered Society; or to attend and vote at General Meetings; or to vote in ballots to decide on Industrial Relations issues.	6. Members whose privileges of membership have been suspended under Bye-Law 9 shall not be entitled to vote in elections for office in the Chartered Society; or to attend and vote at General Meetings.	Removes references to industrial ballots etc on the basis of legal advice that TU legislation may still require their inclusion.
8. Payment by credit card will be accepted from members with overseas addresses who do not have a valid UK direct debit authority.	Delete	Payment methods are not prescribed in other cases. This introduces flexibility in financial operations.
9. The recorded name of a member may be changed on written request, provided it is accompanied by a marriage certificate, passport or driving licence as appropriate. The bound register will not be amended	7. The recorded name of a member held in the membership database may be changed on written request, provided appropriate proof of identity is provided.	Updates the clause to reflect how member records are held
10. The Society will issue replacement certificates in the original name at registration (unless a marriage certificate or other evidence of change of name has been produced) on payment of the relevant fee.	8. The Society may, at its discretion, issue replacement certificates in the original name at registration (unless a marriage certificate or other evidence of change of name has been produced) and may levy a fee for issuing the certificate.	This introduces flexibility to issue certificates at no cost to members, or to decline to issue replacements, dependent on individual circumstances.

ANNEX C – ASSOCIATES

Current Bye-law	Proposed Bye-law	Explanatory note
Associate members	Associate members	No change
(10) The Council shall from time to time prescribe regulations relating to the admission of Associates; the rights, duties and privileges of Associates; and otherwise as may be necessary for regulating their relations with the Society.	(11) The Council shall from time to time prescribe regulations relating to the admission of Associates; the rights, duties and privileges of Associates; and otherwise as may be necessary for regulating their relations with the Society.	No change
(11) The Disciplinary Procedures referred to in Bye-Law 7 shall apply to Associates as they do to Members.		Deleted at 2016 AGM following Regulatory Board review.
(12) Associates and Associate members may not hold themselves out as qualified physiotherapists.	(12) Associate members may not represent themselves as registered or chartered physiotherapists.	Clarification without change of meaning

ASSOCIATE REGULATIONS

Existing rule	Proposed rule	Explanatory note
<p>Preliminary</p> <p>1.</p> <p>a. These regulations are made by Council of the Chartered Society of Physiotherapy (CSP) in accordance with the powers set out in Bye-Law 3(10).</p> <p>b. In these regulations the term ‘physiotherapy assistant’, ‘support worker’, or any other title, indicates a person who is not a registered Physiotherapist but is delivering physiotherapy or supporting the delivery of physiotherapy working under a registered physiotherapist or registered Allied health professional. Throughout these regulations the term ‘support worker’ will be used to identify this range of persons.</p> <p>c. Such persons may be referred to informally as associate members within the Chartered Society of Physiotherapy (hereinafter referred to as the ‘Society’).</p>	<p>Preliminary</p> <p>1.</p> <p>a. These regulations are made by Council of the Chartered Society of Physiotherapy (CSP) in accordance with the powers set out in Bye-Law 3(10).</p> <p>b. A person shall be eligible for Associate member if:</p> <p>i) they are not a registered physiotherapist but deliver physiotherapy, or support the delivery of physiotherapy, as directed by a health or social care professional or</p> <p>ii) they hold a qualification recognised by the CSP as a basis for admission into this membership grade.</p>	<p>Recognises that physiotherapy duties may be directed by a regulated health or care professional other than an AHP.</p> <p>Removes “support worker”</p> <p>Revises the definition of delegation to reduce doubt about eligibility.</p> <p>Removes superfluous sub section</p> <p>Makes provision for the <i>future</i> admission of persons holding CSP recognised qualifications below graduate level.</p>
<p>Admission</p> <p>2.</p> <p>Associate membership of the Society is at the discretion of the Council acting in accordance with the Bye-Laws in force from time to time. (Bye-Law 3).</p>	<p>Admission</p> <p>2.</p> <p>Associate membership of the Society is at the discretion of the Council acting in accordance with the Bye-Laws in force from time to time. (Bye-Law 3).</p>	<p>Unchanged</p>
<p>Subscriptions</p>	<p>Subscriptions</p>	<p>Unchanged</p>

Existing rule	Proposed rule	Explanatory note
<p>3. a. Associate members shall pay such subscriptions as may be determined by the Council in accordance with Bye-Laws 8(3)-(5). b. Associate members whose privileges are suspended under Bye-Law 8(5) shall not be entitled to any of the rights and privileges conferred by these Regulations. c. Associate members shall be removed from Associate membership in the circumstances set out in Bye-Law 6(3) and (5).</p>	<p>3. a. Associate members shall pay such subscriptions as may be determined by the Council in accordance with Bye-Laws 8(3)-(5). b. Associate members whose privileges are suspended under Bye-Law 8(5) shall not be entitled to any of the rights and privileges conferred by these Regulations. c. Associate members shall be removed from Associate membership in the circumstances set out in Bye-Law 6(3) and (5).</p>	
<p>Rights and privileges of membership 4. Subscribing Associate members shall be entitled to: i. elect Associate members of Council; ii. elect Associate members to the Physiotherapy Associates Board; iii. elect Associate members to the Standing Committees of Council; iv. be voting members of Boards and Branches and attend their meetings; v. vote for, or stand for election as, CSP Stewards and Safety Representatives; vi. attend the CSP Annual Representative Conference; vii. elect voting representatives to that conference; viii. use all the Society's full range of member services</p>	<p>Rights and privileges of membership 4. Subscribing Associate members shall be entitled to: i. stand for and elect [Associate] members of Council; ii. [elect members to the Associates Committee]; iii. be voting members of Boards, regional networks and branches and attend their meetings; iv. vote for, or stand for election as, CSP Stewards and Safety Representatives; v. attend the CSP Annual Representative Conference; vi. elect voting representatives to that conference; vii. use the Society's full range of services</p>	<p>Clarifies TU rights in light of legislation changes, updates terminology and governance arrangements</p> <p>Minor amendments</p> <p>Text in square brackets would be removed if proposed Governance changes were agreed by the AGM</p>

Existing rule	Proposed rule	Explanatory note
	viii. vote in industrial action ballots and consultative ballots where relevant.	
No equivalent provision	(ix) Subscribing Associate members are entitled to vote on all matters at the AGM.	Confirms the status quo
<p>Duties and conduct</p> <p>5.</p> <p>a. Associate members shall comply with a code of conduct which shall be approved by Council, after consultation with the Physiotherapy Associates Board.</p> <p>b. Breaches of this code shall constitute failure to observe the Charter and Bye-Laws.</p> <p>c. In accordance with Bye-Law 3(11), the disciplinary procedures in Bye-Law 7 shall apply to associate members.</p>	<p>Duties and conduct</p> <p>6.</p> <p>a. Associate members shall comply with a code of conduct which shall be approved by Council, after consultation with the Associates Committee.</p> <p>b. Breaches of this code shall constitute failure to observe the Charter and Bye-Laws.</p>	Updating terminology only
	7. Associate members may be divided into such grades as Council may see fit in order to assist with the effective provision of services or collection of subscriptions.	Confirms existing practice and replicates provisions in relation to other categories

ANNEX D – STUDENTS

Current Bye-law	Proposed Bye-law	Explanatory note
Student Members	Student members	Maintains distinction between Member and member
(13) Council may admit to Student membership any person who is registered by a UK institution to study physiotherapy on a qualifying course leading to Health Professions Council (“HCPC”) registration and/or Chartered Society of Physiotherapy (“CSP”) recognition as a Chartered Physiotherapist.	(13) Council may admit to Student membership any person who is registered by an institution in the UK or Crown Dependencies to study physiotherapy on a qualifying course leading to registration with the Statutory Regulator and/or recognition as a Chartered Physiotherapist by the Society.	Brings terminology in line with that used in Byelaws Recognises Crown Dependencies
(14) The Council shall from time to time prescribe regulations relating to the admission of Student members; the rights, duties and privileges of Student members; and otherwise as may be necessary for regulating their relations with the Society	(14) The Council shall from time to time prescribe regulations relating to the admission of Student members; the rights, duties and privileges of Student members; and otherwise as may be necessary for regulating their relations with the Society	No change
(15) The Disciplinary Procedures referred to in Bye-Law 7 shall apply to Student members as they do to Members.		Deleted at 2016 AGM following Regulatory Board review, CSP does not have disciplinary procedures for students, rather it’s for the HEIs to oversee student performance and conduct
(16) Student members cannot hold themselves out as qualified Physiotherapists.	(15) Student members may not represent themselves as registered or chartered physiotherapists.	Clarification without change of meaning

STUDENT MEMBERSHIP REGULATIONS

Existing rule	Proposed rule	Explanatory note
1. These regulations are made by the Council of the Chartered Society in accordance with the powers set out in Bye-Law 8(2).	1. These regulations are made by the Council of the Chartered Society in accordance with the powers set out in Bye-Law 8(2).	No change
<p>2. a. Subscribing Student members are those persons who are registered for UK qualifications recognised for Membership of the Society and for whom a membership fee has been paid to the Society.</p> <p>b. Student membership fees shall be determined annually by the Council. They are payable on enrolment for a course and confer membership until graduation or permanent discontinuance of qualifying studies.</p> <p>c. Subscribing Student members shall have the right:</p> <p>i. to vote in elections for Student members of Council and for student delegates</p> <p>ii. to receive the Journal electronically and have access to CSP website and networks</p>	<p>2. a. Subscribing Student members are those persons who are registered for qualifications recognised for membership of the Society and for whom a membership fee has been paid to the Society.</p> <p>b. Student membership fees shall be determined by the Council.</p> <p>c. Subscribing Student members shall have the right to vote in elections for [Student] members of Council and for student representatives.</p> <p>d. The rights and privileges of subscribing Student members may be approved by Council and published in the Student membership Regulations or on the CSP website.</p> <p>e. Subscribing Student members shall have the right to vote in all matters at the AGM.</p>	<p>Introduces greater flexibility on service offer to student members</p> <p>Recognises need to end the break in membership on graduation.</p> <p>Text in square brackets would be removed if proposed Governance changes were agreed by the AGM</p>
No equivalent provision	3. Student members are not entitled to participate in industrial action ballots or to elect stewards.	Clarification for TU audit purposes
	4. Student members may be divided into such grades as Council may see fit in order to assist with the effective provision of services or collection of subscriptions.	Replicates provisions in relation to other categories

ANNEX E – AFFILIATES

Current Bye-law	Proposed Bye-law	Explanatory note
Affiliated Members	Affiliated members	Maintains distinction between Member and Affiliated member
(21) Affiliated members are persons who have qualified from non- CSP recognised courses in the UK or overseas in accordance with Bye-Law 3(4)(b). They will have the opportunity to apply for Chartered Status in accordance with regulations which the Council of the CSP may prescribe from time to time. (This provision does not apply to Irish Republic degrees recognised by the Irish Society of Chartered Physiotherapists for graduates under the agreement with the CSP for reciprocal recognition of degree courses).	(16) Affiliated members are persons not eligible to become Members, Associate or Student members but who meet such criteria for Affiliate members as are laid down in the regulations agreed by Council.	Refocuses the category
(22) Council may admit to affiliated membership: (a) HCPC registered physiotherapists who qualified overseas; or (b) HCPC registered physiotherapy graduates from any UK university course which is not recognised by the CSP.	Deleted	Alternative provision is made for these members elsewhere; as Members, associates or affiliates.
(23) Upon entry of the name of a person in the Society's Register of Affiliated Physiotherapists that person shall become an affiliated member and shall receive a certificate of affiliated membership which shall at all times remain the property of the Society.	Deleted	
No equivalent provision	(17) Affiliates may not represent themselves as registered or chartered physiotherapists.	Applies same rule as for associates and students

AFFILIATED MEMBER REGULATIONS (*proposed*)

1. Preliminary

- 1.1 These regulations are made by the Council of the Chartered Society of Physiotherapy (CSP) in accordance with the powers set out in Bye-Law 3(10).
- 1.2 In these regulations the term ‘Affiliated member’ or ‘affiliate’, indicates a person admitted to the membership of the Society who is not eligible to become; a Member, Associate member or Student member, but who meets one or more of the following criteria:
 - (a) is included on a register of veterinary or animal physiotherapists recognised by the CSP;
 - (b) works in, owns, or manages a physiotherapy service or business;
 - (c) works in a field associated with physiotherapy including:
 - (i) regulated clinicians working in rehabilitation, MSK disorders, sports medicine or allied fields;
 - (ii) researchers working in rehabilitation, biomechanics, MSK disorders, exercise, sports medicine, sports science or allied fields;
 - (iii) technical staff working in rehabilitation, biomechanics, sports science or allied fields;
 - (iv) sports therapists; and
 - (v) massage therapists.
 - (d) is a physiotherapist or student physiotherapist who works or studies outside the UK or Crown Dependencies;
 - (e) is studying physiotherapy on a non-recognised course or is, planning to study physiotherapy in the UK or Crown Dependencies
 - (f) is a student of a subject directly relating to a profession covered in 1.2 (b) – (d) inclusive;
 - (g) is an Honorary Fellow of the Society;
 - or
 - (h) is a former CSP Student member pending their HCPC registration.

2. Admission

2.1 Affiliated membership of the Society is at the discretion of the Council acting in accordance with the Bye-Laws in force from time to time. (Bye-Law 3).

2.2 Affiliated members may be divided into such grades as Council may see fit in order to assist with the effective provision of services or collection of subscriptions.

3. Subscriptions

3.1 Affiliated members shall pay such registration fees and/or subscriptions as may be determined by the Council in accordance with Bye-Laws 8(3)-(5).

3.2 Affiliated members whose privileges are suspended under Bye-Law 8(5) shall not be entitled to any of the rights and privileges conferred by these Regulations.

3.3 Affiliated members shall be removed from membership in the circumstances set out in Bye-Law 6(3) and (5).

4. Rights and privileges of membership

4.1 Subscribing Affiliated members shall be entitled to:

- (a) attend regional network and branch meetings;
- (b) vote for, or stand for election as, CSP Stewards and Safety Representatives;
- (c) attend the CSP Annual Representative Conference;
- (d) elect voting representatives to, or be elected as a representative to, the CSP Annual Representative Conference;
- (e) vote in industrial action ballots and consultative ballots where relevant;
- (f) use such services as the Society may deem appropriate.

Note one of these options to be adopted:

- (g) To stand for and vote for Council and to participate at and vote the AGM

Subscribing Affiliated members shall NOT be entitled to:

- (g) Stand for and vote for Council or to participate at the AGM

Subscribing Affiliated members shall NOT, pending a review in 2019, be entitled to:

- (g) Stand for and vote for Council or to participate at the AGM.

5. Duties and conduct

5.1 Affiliated members shall comply with a code of conduct which may be approved by Council from time to time.

5.2 Breaches of this code shall constitute failure to observe the Charter and Bye-Laws.

ANNEX F

Issues included for the information of Council

Early career physiotherapists – In reviewing the member journey for Members the SLWG felt there was a lack of specialist support and services for members in the earlier part of their careers.

Professional progression - In reviewing the member journey for Members the SLWG recognised that professional progression is not directly dependent on moving through different membership categories or grades. It has not therefore formed part of the redesign of the membership system, however they feel there is merit in developing a more structured system of professional progression that encourages members to develop their knowledge throughout a career and so that experience and expertise is formally recognised.

Pre-retirement physiotherapists - In reviewing the member journey for Members the SLWG felt there was a lack of specialist support and services for members planning their retirement.