

IPSS Members' Committee Terms of Reference (2019)

RESPONSIBILITIES

1. This Committee is responsible for validating membership qualification and suitability and for all matters, concerns and/or disputes arising specifically from the operation of the membership policy of the IPSS. As all members are expected to be accredited members of UKCP through the college, CPJA. Membership qualifications and professional suitability are the same as that required by CPJA with a specific stipulation for a social awareness in psychoanalytic work that allows for an appreciation of the social and cultural context of both client and therapist.
2. Membership of the Members' Committee consists of Chair of Members and committee members appointed from the membership when need arises. The committee meets
 - Annually to attend to the annual membership applications and CPD appraisals of current members .
 - With Additional meetings, arranged as need arises; for example to attend to the five yearly re-accreditations of members and to review policy and procedures on member issues.
3. The areas of operation of The Committee are summarised, though not exclusively, below:
 - a. Auditing membership renewals and assessment of members for UKCP the annual update of the UKCP register of psychotherapists .
 - b. Ensuring the members' Continuing Professional Development (CPD) is ongoing and meets the criteria defined in the IPSS CPD Policy Statement as received annually by members and the current UKCP CPD Policy.
 - c. Providing a re- accreditation process for members under the CPJA rules and guidance. Refer to CPJA "5 yearly re-accreditation policy"

CONSTITUTION AND MEMBERSHIP

1. The Committee has a permanent Chair, and will convene from time to time as required.
2. The Committee Chair will be appointed at the AGM by vote of the membership and will continue to serve until either they are replaced by vote of the membership at an AGM or their resignation.
3. It is the responsibility of the Chair to convene The Committee and prepare and circulate the Agenda for each meeting to the members.

MODUS OPERANDI OF THE COMMITTEE

1. **Chair** The Chair must be present for the Committee to be in session.
2. **Term of office of IPSS Committee Chairs.** Chairs are elected annually at the AGM.
3. **The Term of office for all Committee members** will be no longer than 5 Years; with 1 year stand down before a return to office.