



# APPLICATION FORM

<b>General Information:</b> <i>INSTRUCTIONS Write in clear block letters <u>including accents</u>.</i>	
<b>Family name:</b>	<b>First name:</b>
Date of birth (yyyy-mm-dd):	Place of birth:
Languages spoken :	
Sex:	F      M
Are you a member of another association or organization? Y      N	
If so, the name and membership number:	
Have you been referred to ACTMD by a member ? Y      N      If yes, first and last name:	
Do you do house calls? Y      N	
Do you offer treatments within companies? Y      N	
Do you work with children? Y      N      teenagers? Y      N	
Would you be interested in participating in workshops? Y      N	
You would be interested in writing articles? Y      N	
Have you ever been found guilty of criminal malpractice? Y      N	
If so, specify nature and year of this malpractice:	
Have you been expelled or suspended from an organization or other professional order? Y      N	
If so, specify reasons as well as year of being expelled or suspended:	

<b>Home address:</b>	
Address:	Apt.:
City:	Province:
Postal code:	
<b>Business address</b> Same as home address:	
Address:	Apt.:
City:	Province:
Postal code:	

<b>Phone number(s)</b>	
Home:	Office:
Cell phone:	
Fax:	E-mail:
WEB Site:	

<b>Specialty</b>	
Acupressure:	Aromatherapy:
Reiki:	Digitopuncture:
Others	



## APPLICATION FORM (continuation)

<b>Profession</b>				
Massage therapist Naturopath Naturotherapist Chiroprator Others:	Techniques:	Kinesitherapist Physiotherapist Osteopath	Homeopath Orthotherapist Physical rehabilitation therapist (PRT)	Acupuncturist Kinesiologist

<b>Geographic location (choose only one)</b>		
New-Brunswick Estrie Gaspésie/I.D.M. Quebec City Côte-Nord Abitibi/Témiscamingue Montréal Mtl/Sud-Ouest Mtl/Villeray-Pte. Patrie Mtl/Hochelaga-Maisonneuve Mtl/Rosemont Mtl/St-Michel Mtl/Anjou Mtl/Ahuntsic Others:	Ontario Outaouais Chaudière/Appalache Laval Lanaudière North-Shore Mtl/West-Island Mtl/Westmount Mtl/Verdun-I.D.S Mtl/Riv. Des Prairies Mtl/N.D.G. Mtl/Downtown Mtl-Nord Mtl/Mercier	North of Quebec Saguenay/Lac St-Jean Estrie Bas St-Laurent Mauricie/Bois Franc Laurentiens Mtl/Snowdon-C.D.N. Mtl/Outremont Mtl/Lasalle Mtl/St-Laurent Mtl/Centre-Sud Mtl/East Mtl/Plateau

**To become a member :**




- Must be aged 18 years or more
- Must hold a high school diploma (or equivalent) or have relevant experience
- Must be a Canadian citizen or have the Canadian right of residency or have a valid Canadian work permit delivered by Canada Immigration.
- Be fluent in one of Canada's two (2) official languages, French and English




**To become a member, you must send us the following documents :**

- Copy of diploma and academic transcript
- Copy of birth certificate or valid passport
- Proof of Canadian citizenship or Canadian residency (if necessary)
- Proof of valid work permit (if necessary)
- One picture - passport format
- Copy of resume

Note : None of the documents sent to the ACTMD will be returned to the recipient. If your application is not accepted, all documents will be destroyed properly.

## APPLICATION FORM (continuation)

<b>I choose to pay in one payment– For one year</b>			
40.00\$	File opening <sup>1</sup>		
75.00\$	Practical evaluation <sup>1</sup> (if require)		
175.00\$	Membership fees 1 year		
<b>Total</b>			
Amount to be paid:	Cash / Money order	Cheque	  
Credit card #	Name of credit card holder:		
Expiry date:	Issue date:	CVC:	

<b>I choose to pay in one payment – For two years</b>			
40.00\$	File opening <sup>1</sup>		
75.00\$	Practical evaluation <sup>1</sup>		
325.00\$	Membership fees 2 years (discount of 25\$)		
<b>Total</b>			
Amount to be paid:	Cash / Money order	Cheque	  
Credit card #	Name of credit card holder:		
Expiry date:	Issue date:	CVC:	

I undersigned, certify:

- I have read and understand the terms of my membership request;
- I am the solicitor and that all information included in my request form is truthful and accurate;
- I certify that all the diplomas, certificates, attestations of notes, documents and information provided to the ACTMD are truthful.
- I understand the code of ethics of the Canadian Association of Therapists in Complementary Medicine and agree to comply with the rules of this code of ethics and toward the rules of the Association.
- I freely consent and understand that ACTMD keeps on file all information which I send in a written, oral, computerized way or any other form.
- I acknowledge that all practitioner's documents or membership certificate (s), statements are the ACTMD property. In the event, for whatever reason, that I am no longer member, I return to the head office the certificate (s), the practitioner's statements or any other documentation asked by the management of ACTMD within ten (10) days of the cancellation of my member status.
- I authorize the ACTMD to pass on to the general public (for reference only) or to authorities (insurers, police) any pertinent information from my file.
- It is understood that this information remains confidential.

Date (yyyy-mm-dd): \_\_\_\_\_ Signature: \_\_\_\_\_

<sup>1</sup> There are no fees for reviewing your academic record and determining course equivalencies (prior learning assessment and recognition). Processing fees for opening your file as well as practical assessment fees, if applicable, are non-refundable.



## WEB PUBLISHING CONSENT

I hereby allow the Canadian Association of Therapists in Complementary Medicine to publish my name and phone number on its Web site (www.actmd.org) under the members' subheading for public use.

I understand that the ACTMD is not responsible for the nature of calls members may receive.

Please note that this service has no charge and is not obligatory. ACTMD has 30 days to publish your name and retains the right to remove the name of members whose file has been closed for any reason.

Consequently, I, the member, certify and acknowledge that I have read and understood each and every obligation of the present contract.

Signed on (date) \_\_\_\_\_

Signature \_\_\_\_\_

Name (in capital letters) \_\_\_\_\_

Phone number to be publish \_\_\_\_\_

City to be published (1 only) \_\_\_\_\_

E-Mail \_\_\_\_\_

Web site \_\_\_\_\_

<b>Geographic location (choose only one)</b>		
New-Brunswick Estrie Gaspésie/I.D.M. Quebec City Côte-Nord Abitibi/Témiscamingue Montérégie Mtl/Sud-Ouest Mtl/Villeray-Pte. Patrie Mtl/Hochelaga-Maisonneuve Mtl/Rosemont Mtl/St-Michel Mtl/Anjou Mtl/Ahuntsic	Ontario Outaouais Chaudière/Appalache Laval Lanaudière North-Shore Mtl/West-Island Mtl/Westmount Mtl/Verdun-I.D.S Mtl/Riv. Des Prairies Mtl/N.D.G. Mtl/Downtown Mtl-Nord Mtl/Mercier	North of Quebec Saguenay/Lac St-Jean Estrie Bas St-Laurent Mauricie/Bois Franc Laurentiens Mtl/Snowdon-C.D.N. Mtl/Outremont Mtl/Lasalle Mtl/St-Laurent Mtl/Centre-Sud Mtl/East Mtl/Plateau
Autres:		



## EXTRACT OF THE CHARTER AND THE STATUTES OF THE ACTMD Details of some regulations

### **This document must be signed and returned with your membership application**

1. *A member must conform to the rules from the Charter and Statutes of the ACTMD;*
2. *The membership fee is payable on the anniversary date of your membership. The member has thirty (30) days to pay their membership. After this delay, if no agreement has been made between the two (2) parties, the member's file will be closed and the member will therefore lose all of his privileges;*
3. *The orders for receipts and others articles must be paid within thirty (30) days following the reception of the order. Should the opposite occur, the member will lose his credit privilege and will have to pay any other purchase either by certified cheque, money order or credit card. A 2% late fee will then apply;*
4. *A member must inform the ACTMD about any change of address or telephone number. Fees will be charged if we have to proceed with a second mailing due to a wrong address;*
5. *A member must only practice the discipline for which he/she was formed and graduated in. In addition, for members who have professional liability insurance, it does not cover an act for which a therapist is not recognized;*
6. *The member's certificate must be displayed for viewing;*
7. *The membership fee is not refundable.*

### **A member will lose his membership title:**

1. *For not having paid his renewal on the anniversary date of his membership;*
2. *For not having made the follow-up of his file, not mentioning any change of address, telephone number or email;*
3. *If the member has been expelled from another professional association, recognized or not.*

The members as well as the insurance companies will be informed of any case of suspension or expulsion. The Association reserves the right to inform the public, by other means, of the suspension or expulsion of a member.

A member that has been removed from the Association will lose all of his/her privileges.

The certificate and the membership card remain the property of the ACTMD and must be sent back to the Association at the moment of the expulsion, resignation, suspension or file closure. A fee of \$75.00 will be applied for certificates not being returned within thirty (30) days following the expulsion, resignation, suspension or file closure.

I understand that other regulations could be added and I agree to respect them as soon as I will be advised.

I understand the content to these regulations and I commit myself, by the present contract, to respect them under risk of penalty.

N.B.: For a complete version or any other information concerning the Association, you may consult our Website at the following address: [www.actmd.org](http://www.actmd.org) or call us at (514) 648-8111 / toll free number: 1-866-648-8111.

Signature : \_\_\_\_\_

Date (yyyy-mm-dd): \_\_\_\_\_

At the ACTMD, we pay particular attention to the environment

