ASSOCIATION OF ORTHOPAEDIC CHARTERED PHYSIOTHERAPISTS

# **Constitution**

**Name** The name of the Association shall be the Association of Orthopaedic Chartered Physiotherapists.

**Objectives 1. Communications**

To provide a forum for peer group discussion and interchange of ideas in order to provide effective and efficient communication between members and their Executive Committee.

* + By publication of regular journals.
	+ By regional and local groups.
	+ AGM
	+ Linking with external organisations
	+ Acting as a reference for the CSP
	+ Representing and supporting CSP policy and strategy
		1. **Education**

To provide the opportunity for post-registration education in the Orthopaedic field.

* + by post registration long and short course.
	+ by journal.
	+ Updating the AOCP link on iCSP

Thus keeping members up to date with recent developments.

1. **Research**

To facilitate opportunities for evaluation and research into the Orthopaedic field.

* + by sponsorship.
	+ by recognised courses.
1. **Professional / Clinical Information**

To provide a resource of knowledge in the Orthopaedic field.

* + by maintaining an up to date reading list.
	+ by re-directing enquiries to clinical experts.
	+ by maintaining links with other Professional Networks.
1. **Professional / Clinical**

To strive for the highest standards of professional excellence.

* + by guidelines of good practice for Physiotherapy in Orthopaedics.
	+ by organising a study day and AGM to which all members are invited.

**Membership Full and associate members of the CSP (i.e physiotherapists, lectures, managers,support workers) who have paid the appropriate annual fee can be members of the AOCP**

 **Full and associate members** of the CSP must have the right to vote

 All UK physiotherapists and support workers must be CSP members

 All UK practising physiotherapists who are members of the AOCP must be HPC registered

 All international physiotherapist network members must be registered with their country’s governing body

 Non CSP members must have equivalent health professional body membership

**Honorary** Shall consist of Hon Chairman, vice chairman Secretary, Membership Secretary,

**Officers** Editor,Treasurer and branch representatives will form the executive committee the majority of which must be CSP members.

Executive Committee member to either deputise for those aforementioned or to fulfil specific needs.

**Executive** The Association shall elect, at the Annual General Meeting an

**Committee** Executive Committee whose duty it will be, subject to the wishes of the Association, to carry out the policy of the Association and provide for administration, management and control of its affairs.

 Further terms of office may be considered depending on the circumstances of the executive committee at that time

 The Executive Committee shall consist of 6 Honorary Officers as stated above and not less than 10 members (including representatives from each Regional Group), and anyone could be co-opted onto the Executive Committee as required.

**Honorary Officers** The members of the Executive Committee shall elect the Honorary Officers at the first meeting following the AGM.

 The Committee may, at any time, appoint a member to fulfil a casual vacancy.

 This member,whos appointment shall be approved at the next AGM, shall have the powers and privileges of the Executive Committee and the period of office shall terminate in the same year as that of the member replaced.

The number of Committee members required to constitute a quorum shall be determined be the members of the Executive Committee at their first meeting and should not be less than 50% of the total number.

## Annual General Attended by the Executive committee

## Meeting

##  The business shall be:

1. To elect by a ballot or otherwise the Executive Committee
2. To receive and adopt the Annual Report and Accounts for the previous year
3. To transact any other business
4. 21 days clear notice of the meeting shall be given.

**Extraordinary** The Hon Secretary shall call and arrange an Extraordinary General Meeting

* 1. On receipt of instructions from the Executive Committee
	2. On receipt of written requisition signed by a given percentage of the membership. 14 days clear notice shall be given to members of an Extraordinary General Meeting. 20 AOCP members must be present.

The business of an Extraordinary General Meeting shall be limited to the business for which it was called.

**Quorum** No business shall be transacted at either AGM or Extraordinary General Meeting unless a quorum is present. A quorum shall consist of 20 members personally present.

**Voting by proxy** Any member not able to attend the AGM or Extraordinary General Meeting shall be able to vote by proxy on any issue arising at the previous meeting.

#### Audit and Accounts

####  All members are required to pay a subscription decided by the Executive

####  All monies raised must be used to support the objectives of the AOCP and it’s membership

####  The Association shall cause true accounts to be kept of all monies received and expended.

####  The financial year shall end on 31st March.

####  The accounts shall be inspected annually by an appropriate independent financial advisor..

### Alteration to Constitution

### No alteration shall be made to the constitution except at an Extraordinary/Annual General Meeting. The notice convening such a

### meeting shall specify the proposed changes. Resolutions altering the constitution shall not be considered carried unless three quarters of the members present vote in favour.

**Cessation of the AOCP**

This may be done at the Annual General Meeting or Extraordinary

General Meeting. Notice to be 21 clear days

The meeting shall decide the allocation of assets of the group. The CSP will be informed and consulted on the allocation of any remaining assets