

## Terms and conditions for Therapies United Registered Practitioners

1. You, the therapist, must provide all information for inclusion in the manual and web register at your expense.
2. You, the therapist, must complete a one-page biography for use in the manual and web register - a personal photograph is required and must be provided by email or on disc, at your own expense. Your web and manual entry will not be processed fully until the completed biography is received by Therapies United.
3. You, the therapist, agree to offer a 10% discount of all therapies you provide to anyone who contacts you in connection with Partnership Organisations listed on the Therapies United website. Partnership Organisation members will be advised to mention their organisation and discount to you when booking). You agree to honour this discount for the first and all subsequent treatments they may receive.
4. You, the therapist, must complete a registration process in order to be considered for entry within the Therapies United Register for the Maggie's Centre (main centre choice). The registration fee is £59 and is non-refundable on acceptance on to the register.
5. You, the therapist, must choose from a selection of other Maggie's Centres if you wish to be listed in them. The annual fee is £25/centre.
6. You the therapist agree to pay an annual renewal fee of the above registration fee less £10 to keep your details listed on the register (one centre manual register) - payable 12 months in advance and non-refundable. For the 2<sup>nd</sup> centre (if applicable) the renewal fee will be £10.
7. You, the therapist, agree to pay this annual renewal fee in advance. Should your payment not be received on the due date and the matter not resolved within 48 hours, your entry in Therapies United web Register will be temporarily suspended until it is received.
8. You, the therapist, may choose to be on a separate register which will offer opportunities for therapy taster work and workshops as and when required. This will require you, the therapist to complete a standing order for a monthly fee of £7.50 or an annual fee with 25% discount which is payable in advance. Should your payment not be received on the due date and the matter not resolved within 48 hours, your entry on this separate register will be temporary suspended until it is received. This register is only available to therapists listed on the Therapies United web register.
9. You, the therapist, agree to ensure you have at all times professional liability insurance against malpractice and negligence for the practice of the therapies stated on your registration form and that this is maintained.
10. Near the renewal date of the aforementioned insurance, you, the therapist, agree to forward a copy of your new insurance certificate to Therapies United within 2 weeks of the renewal date of your current insurance. If this is not received by Therapies United, your entry in the manual and web register will be temporarily suspended until it is received and no reimbursement will be given.
11. You, the therapist, will provide services solely and exclusively of a professional nature only. Such services will be provided in accordance with the highest professional standards in every respect and to be provided by you, the therapist on your own account and not by or on behalf of or as an agent of or otherwise for Therapies United.
12. You, the therapist, to maintain confidentiality in relation to any client who contacts you in connection with Partnership Organisations or otherwise and adhere to the law as per the Data Protection Act 1998.

13. Should you, the therapist, wish to remove your details from the register, you will give 1 month's notice in writing to Therapies United. You will not receive a reimbursement of the monthly fee (if applicable) in which the notice is given. It will be you, the Therapist's, responsibility to cancel any current standing orders and no reimbursement will be given for payments given in error.
14. Should you wish to rejoin the Therapist Register - you will need to complete the registration process again and supply all updated documents and a rejoining admin fee.
15. You, the therapist, agree that you are an independent therapist and are in no way employed by Therapies United to provide your services.
16. You, the therapist, will provide services to anyone who contacts you in connection with Partnership Organisations or otherwise and be alone responsible for ensuring that the provision of services complies with all requirements of any laws or regulations from time to time in force of the requirements of any authority having jurisdiction and will take particular care to observe all regulations concerning treatment of members of the opposite sex.
17. You, the therapist, are responsible for collecting any fees from clients.
18. You, the therapist, will keep Therapies United informed of any changes to your private contact details and business contact details.
19. On successful completion of the registration process, Therapies United agrees to provide you, the therapist with:
  - One manual entry in a Maggie's Centre Register (to include, name, email, telephone, therapies and contact details).
  - A web entry - 1 page biography including name, telephone, website and email contact details and profile.
  - An opportunity to highlight any specific experience of working with cancer or the symptoms of cancer or other specialist experience.
  - An opportunity to attend taster sessions or do introductory talks on a therapy within the Maggie's Centre Centre or otherwise.
  - A bi-monthly e-newsletter with information on Therapies United development and news.
  - Membership benefits as listed on the Therapies United website.
20. Therapies United is the project name for the web and manual register offered to clients and their families/friends of Maggie's Centres, other Partnership Organisations and the general public. It is operated by Feel Good Therapies Ltd.

Signed.....

Date .....

Name .....