

# Membership Pause Policy

## Membership Pause Policy – Parental Leave, Significant Health Leave, or Exceptional Circumstances

The ANZCP recognise that members may occasionally experience life events that temporarily impact or prevent them from financially maintaining their membership. In recognition of these challenges, and in the spirit of supporting our members during significant life events, a formal provision to pause membership is offered under the conditions outlined below.

### Eligibility

A membership pause may be granted to members who are:

- Taking **parental leave** (including maternity, paternity, or adoption leave), or
- On **significant health-related leave**, or
- Experiencing **exceptional circumstances** that substantially affect the ability to attend work and thus maintain ANZCP membership.

### Conditions

1. A formal request must be supported by **official documentation**—a letter, certificate, or form—such as the same provided to an employer (or equivalent documentation);
2. The pause period will be continuous for an agreed duration, noting Condition 3;
3. This policy is **directly linked to a member’s capacity to attend work**. Should a member return to work earlier than anticipated, the membership will be reinstated from that date and is up to the member to notify the College;
4. Documentation from the employer with confirmation of the return to work date will be required at the end of the pause duration;
5. The College will maintain communication with the member, requesting each six (6) months for an update on the pause status, where appropriate;
6. Where a further extension is required, further documentation is also to be provided;
7. Membership fees will not be payable during the approved pause period;
8. All applications will be assessed in good faith; however, approval remains at the discretion of the ANZCP Executive Committee.
9. This policy strictly applies to membership fees and does not extend or influence to annual recertification or the continuous professional development policy.

### Application Process

- Submit a formal written request to the ANZCP Executive Committee at [admin@anzcp.org](mailto:admin@anzcp.org).
- Include all relevant supporting documentation.
- Await written confirmation, which will detail the approved pause start and end dates.

During the membership pause, members will still receive formal updates and information from the College.

### **Reactivation of Membership**

Membership will automatically recommence at the conclusion of the approved pause period, unless the ANZCP is formally notified of an earlier recommencement date by the member.

The Australian and New Zealand College of Perfusionists remains committed to fully supporting members through significant life events and exceptional circumstances. We value each membership and look forward to seeing the member back when appropriate.