

HEALTH KINESIOLOGY UK

Website: www.hk4health.com (or.co.uk) Email: hk4health@hotmail.com

Tel: 08707 655980 (all calls charged at national rates)

APPROVED REGISTER OF HK PRACTITIONERS

The Approved Register of HK Practitioners is managed by Health Kinesiology UK but the funding is given to the Health Kinesiology Initiative Team (HKI) to promote HK within the UK.

In order that your details are listed on this central Register you **MUST** meet the following requirements:

- **Be professionally insured.** We recommend the insurance provider Balens Ltd, 2 Nimrod House, Sandys Road, Malvern, Worcs WR14 1JJ. Tel:01684 580 776. As they provide a cheaper insurance for Kinesiology Federation members, mention the Kinesiology Federation when arranging your insurance with them. Please contact them directly for further details. Other professional insurances are accepted, providing they *specifically state that you are covered for Kinesiology.*

IMPORTANT : Please note that it is your responsibility to maintain your insurance. You **MUST** include a copy of your insurance with your initial application, but you will not need to send it when you renew. It is then up to you to maintain cover as long as you are a member of the Register.

- **Be a member of a professional Kinesiology organisation with an established Code of Conduct** for its members, preferably the Kinesiology Federation, or be a full professional member of **Embody**. The Government is bringing in voluntary self regulation for all professional practitioners to be a member of their leading umbrella organisation, which in our case is the Kinesiology Federation. When this comes into force membership of the Kinesiology Federation will become a statutory requirement if you want to call yourself a Kinesiologist.
- **Have** a suitable couch and answer phone, or message recording service like BT's.
- **Pay** the appropriate annual fee. **The Register year runs from 31st October.**

The cost for renewal is as follows: **(See Page 4 for Ways To Pay)**

Assessment level attained	Due 31 st October	Later renewals
Student practitioners (after HK 3 to 5)	£15	£25
KF Assoc / NQP (Newly Qualified Practitioner)	£25	£35
KFRP qualified	£25	£35

The Student level HK Register is open to those HK students who have been given permission to receive donations (after HK 3 work has been assessed). We hope this will encourage students to feel part of the HK family, and give them a boost in the final run-up to their assessment.

If you join the Register as a new member in later months, the rate per month (full or part month) is:

Assessment level	Rate per month (full or part month) to 31 st October 2010
Student practitioners (after HK 3 to 5)	£1.50 per month
KF Associates / NQP (Newly Qualified Practitioner)	£2.70 per month
KFRP qualified	£2.70 per month

Full professional members of Embody same rates as per KF Assocs.

- There is a requirement for practitioners to complete 30 hours of Continuing Professional Development (CPD) every two years. To fulfil this criteria HK6-8 are currently available each year. These courses will qualify for CPD. We also urge you to continue to learn by attending HK development days and other suitable related courses. Also you could repeat any of the HK1-7 classes as CPD.

Read the DECLARATION below. It is important that the guidelines are followed at all times if you wish to stay on the Register. Complete all details in BLOCK capitals (even if you have done so before) using black ink, sign this form and return to **Marion Boorman 14 Malden Park, New Malden, Surrey KT3 6AS** with your cheque payable to 'HKI'. **Tick required box if paying by PayPal or Standing Order.** REMEMBER TO MAKE/KEEP A COPY FOR YOUR RECORDS.

DECLARATION:

I AGREE TO THE FOLLOWING CONDITIONS FOR BEING ON THE APPROVED REGISTER OF HK PRACTITIONERS.

- Any client referred to me through the Approved Register of HK Practitioners will be offered **Health Kinesiology**. Any treatment will involve using muscle testing and the HK model. If, in my professional judgement, this seems inappropriate, I will explain my reasons to the client and get their full conscious agreement to proceed. If they choose not to proceed, I will not charge them for the consultation.
- In all my dealings with the public and with the media I will make it clear when I am using techniques other than HK.
- If I am unable to practice for a period of time I will notify the Register immediately, so that my name can be removed temporarily. **I will immediately inform the Register of any changes in my address or telephone number.**
- I charge a professional rate for a session, although I may offer reductions in cases of special need / **OR** I am a student accepting donations only. **(Please delete one of these).**
- I will respect client confidentiality at all times.
- I will make sure that it is possible for clients to contact me easily either by having an answer phone or by ensuring that the phone is manned and that messages can be taken in a professional manner.
- I have a treatment couch available for when I work with clients.
- I adhere to the code of practice set out by my professional organisation.
- **I will maintain ongoing public and personal indemnity insurance for a minimum of 1 million pounds as long as I am on the Approved Register of HK Practitioners.**

NAME.....DATE.....

HOME ADDRESS.....

.....POSTCODE.....

HOME PHONE NO.....HOME EMAIL.....

Signature.....

Complete and sign the above and send with your cheque for the relevant amount, made payable to 'HKI' to: Marion Boorman 14 Malden Park, New Malden, Surrey. KT3 6AS together with completed Details for the Website Listing – see next page. marionboorman@googlemail.com. For Ways To Pay see Page 4.

YOUR CHECKLIST

1. I enclose the required fee, payable to HKI
2. I have paid by PayPal
3. I have paid by Standing Order
4. I enclose a copy of current Insurance Certificate(s) (NEW APPLICANTS ONLY)
- 5 I enclose a copy of current Embody membership (if applicable)
6. I enclose completed Details for the Website Listing
7. Remember to take/keep a copy for your records.

DETAILS FOR THE WEBSITE LISTING : THE APPROVED REGISTER OF HK PRACTITIONERS.

Please note the **location of the premises where you treat clients**. See your current details on the web site for the way this information is currently shown. If you work in two or more locations, please fill in the relevant fields. There is no charge for any additional listings.

Name	Location	Town Area	Postcode	Tel. No	Professional Status: KFRP/ KFAssociate/NQP/SP or Embody Professional Number
1					
2					
3					
4					

E-mail.....@.....
 (Please don't include email details unless you open emails daily).

Once you are on the Register you can:

- Advertise yourself as an **'Approved Health Kinesiology Practitioner'** or **'Registered Health Kinesiology Student'**.
- Buy and use stationery produced by HKI to help you promote your practice. Please check the web site for the current prices and postage costs.
 See: <http://www.hk4health.co.uk/print.htm>

And we will:

- Publish your name, phone number and email address on the HK web site
- Send out your details to enquirers

WAYS TO PAY FOR YOUR RENEWAL ON THE APPROVED REGISTER OF HK PRACTITIONERS:

- 1. Send your cheque** for the relevant amount, made payable to 'HKI' to: Marion Boorman
14 Malden Park, New Malden, Surrey. KT3 6AS.
- 2. Standing Order:** Contact your bank in order to set up your Standing Order either by letter stating the information below, by online banking which leads you through the set up process or by calling into your bank to fill out the appropriate standing order mandate form.

Account Name	HKI
Sort code:	60 01 10
Account Number:	31067417
Reference:	Your surname and first name
Amount:	Relevant fee
1st payment:	1 st November 2009
Frequency:	Annually

- 3. Paypal** Visit <http://www.hk4health.co.uk/renew.htm> and follow the directions on screen

WEB PAGE OPTION - Have your own Web Page on the HK Website

At present, anyone seeking a practitioner can just see brief details on the Register (your name, postcode area and phone number/email address).

We hope that everyone will take up our offer to have a full page of information about you and your practice on the HK Website, which clients can then see just by clicking on your name. Think of it as your own full-page colour advert in the membership handbook, with a photo if you like, telling your potential clients about yourself and your background. New clients will find it much easier to make the initial approach if they can visualise who they are talking to and know a bit about your personality.

The cost of this option is **£35 in year 1 and £25 a year** in subsequent years, including any changes or up-dates during the year. You can see some examples on the website at: www.hk4health.co.uk/webpage.htm.

To take up this offer, please contact **Roger Hocking** direct at greendrift@gmail.com

We also have a practitioner, **Jo Dall**, who would help you with writing this page for a charge of £25 - provide her with the details and she would do the rest. Contact her on Jodall@tiscali.co.uk

RENEWING AN EXISTING PAGE.

The annual fee is payable on the anniversary month of when the page first went live. Invoices will be sent when the renewal is due (although invoicing has been irregular in the past).

The renewal month is shown on your page in the bottom right corner (in pale grey).

You can pay by cheque or credit card (via Paypal) – details are shown on the following page:

www.hk4health.co.uk/renewpage.htm