



Governance Policy

Membership

Approved by the Board on 31 July 2025

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Governance Policy: Membership

1 Constitutional Provisions

1.1 Authority To Make Governance Policies

The Constitution of Australasian Sonographers Limited (ASA) allows the Company’s Board to make vary, rescind and replace Governance Policies that are associated with matters in the Constitution and which in the Board’s opinion are necessary or desirable for the good governance of the Company and its Members.

The Board has approved this Membership Governance Policy to:

- create classes of membership of ASA (in addition to the Accredited Medical Sonographer Members) in accordance with clause 7.1(b) of the Constitution
- specify the eligibility requirements for the additional classes of membership in accordance with clause 8.2 of the Constitution
- specify the terms and conditions of membership with which Members must agree in accordance with clause 10.1(c)
- specify the information to be included in applications for membership of ASA in accordance with clause 11.1(e) of the Constitution
- specify the form of an application for membership of ASA in accordance with clause 11.1(g) of the Constitution
- specify the person to who applications for membership should sent in accordance with clause 11.1(h) of the Constitution
- specify the requirements and standards for admission to membership, created in accordance with clause 12.1(a)
- set out the person to whom resignations of membership can be sent in accordance with clause 15.2 of the Constitution

2 Classes of Membership and Eligibility Requirements

In addition to Accredited Medical Sonographers, the Board has approved the classes of membership of ASA together and the eligibility requirements for each set out in this section 2.

Membership Class	Eligibility Requirements
Accredited Student Member	<ul style="list-style-type: none">• Resident in Australia or New Zealand• Undertaking an ASAR or NZMRTB accredited sonography course• Not actively working as an accredited medical sonographer

Membership Class	Eligibility Requirements
Associate Member	<ul style="list-style-type: none"> • An active interest in the field of diagnostic medical sonography • Not an Accredited Medical Sonographer • Not practicing sonography
Overseas Member	<ul style="list-style-type: none"> • Resident outside Australia and New Zealand • Practising sonographer
Retired Member	<ul style="list-style-type: none"> • Formerly eligible for Accredited Medical Sonographer membership • No longer practising sonography
Leave of Absence Member	<ul style="list-style-type: none"> • Eligible for Accredited Medical Sonographer membership • Currently taking an extended period of leave of between 3 and 12 months, e.g., maternity or long-term medical leave.

None of these additional classes of membership is entitled to vote at General Meetings or in any election or ballot for General Directors.

3 Terms and Conditions of Membership

The Board has approved the terms and conditions of membership set out in this section 3.

3.1 General Terms and Conditions

All Members must meet ASA's criteria for admission to the relevant membership category.

All Members must agree to:

- ensure that all information and supporting documentation provided when applying for membership, applying to change their class of membership and when paying their membership subscriptions is true, accurate and complete.
- abide by the Constitution, as updated, amended or replaced from time to time
- abide by any Governance Policies created in accordance with the Constitution, as updated, amended or replaced from time to time
- abide by the ASA Member Code of Conduct, as updated, amended or replaced from time to time

Accredited Medical Sonographer Members and Accredited Student Members must agree to:

- abide by the ASA Code of Conduct for Sonographers, as updated, amended or replaced from time to time.

All Members must acknowledge that:

- ASA has the absolute right in accordance with the Constitution to refuse to admit a person as a Member and it is not required to state any reason for any such refusal

- ASA may take disciplinary action against a Member in accordance with the Constitution and any applicable Governance Policies, including suspension of a Members' rights and cancellation of membership, if:
 - payment of any subscription or other amount is in arrears for more than 30 days; or
 - the Member demonstrates that they no longer support ASA Objects (as set out in the Constitution); or
 - the Member is in breach of the Constitution or any Governance Policies; or
 - the Member is no longer suitable for membership following a breach of any professional obligations imposed on the Member by any rule, law or requirement concerning the practice of sonography or Sonographers; or
 - the Member has brought the profession of sonography or ASA into disrepute
- the Membership Fee does not include insurance cover.
- resignation or termination of membership does not relieve a Member of their obligation to pay any moneys due or payable by them at the time of their resignation and does not entitle that person to a refund of any subscription fee
- in the event of ASA being wound up whilst they are still a Member or within one year after ceasing to be a Member they may be required to contribute a sum not exceeding twenty dollars (\$20.00) to be used for payment of ASA's debts and liabilities, and the costs, charges and expenses of winding up

3.2 Payment of Subscription Fees

All Members must agree to:

- pay the annual Membership Fee determined by the Board each year, irrespective of whether they remain a Member for the whole of the relevant year

All Members must acknowledge that:

- resignation does not relieve that person of payment of any moneys due or payable before or at the time of such resignation and does not entitle that person to a refund of any subscription fee or other amount paid for membership

4 Information to be Included in an Application for Membership

In addition to the information set out in clause 11.1 of the Constitution, the Board has approved the collection of the information listed in this section 4 from applicants for membership of ASA.

From applicants for Accredited Medical Sonographer membership:

- evidence of current registration with ASAR or NZMRTB

From applicants for Accredited Student membership:

- evidence of enrolment in an ASAR or NZMRTB accredited sonography course
- estimated completion date for the course

From applicants for Overseas membership:

- evidence of practicing sonography in an overseas country
- confirmation that the applicant is not subject to sanctions or restrictions by any regulatory body responsible for investigating complaints against health practitioners or by any professional body connected with their practice of sonography

From applicants for Retired membership:

- evidence of previous registration with ASAR or NZMRTB
- evidence of cessation of registration with ASAR or NZMRTB

From applicants for Leave of Absence membership:

- evidence of current registration with ASAR or NZMRTB
- reason for leave of absence
- estimate of end date of leave of absence

5 Form of Applications for Membership

The Board has approved the use of either a printed application form or an online application form for making applications for membership.

The Board directs that applications for membership will be received by the ASA's General Manager, Membership or a member of the membership management team.

6 Assessment of Applications for Membership

The Board has approved the guidelines for admission to membership of ASA set out in this section 6.

Applications will be assessed by the ASA's General Manager, Membership or a member of the membership management team.

Applicants will be admitted to membership if they meet the following criteria:

Applications for all classes of membership:

- applications contain all information required by the Constitution and this Membership Policy
- no known matters which might affect the suitability of the applicant for membership, including without limitation:
 - a ban by the Australian Securities & Investments Commission (ASIC)
 - an undischarged bankruptcy
 - an unspent criminal conviction

Applicants for Accredited Medical Sonographer membership:

- current registration with ASAR or NZMRTB or any National, Commonwealth or State based regulatory authority

- no sanctions or restrictions imposed by any Commonwealth or State-based regulatory body responsible for investigating complaints against health practitioners or by any professional body connected with their practice of sonography
- no sanctions or additional CPD requirements have been imposed by ASAR or NZMRTB for non-compliance with CPD obligations

Applicants for Accredited Student membership:

- current enrolment in an ASAR or NZMRTB accredited sonography course

Applicants for Overseas membership:

- practicing sonography in an overseas country
- no sanctions or restrictions by any regulatory body responsible for investigating complaints against health practitioners or by any professional body connected with their practice of sonography

Applicants for Retired membership:

- previous registration with ASAR or NZMRTB
- no current registration with ASAR or NZMRTB

Applicants for Leave of Absence membership:

- current registration with ASAR or NZMRTB

If in the opinion of ASA's General Manager an applicant is not suitable for membership, then the application will be reviewed by the Chief Executive Officer who will make a final decision on the application.

7 Resignation

The Board directs that resignations from membership can be received by the ASA's General Manager, Membership or a member of the membership management team.