

# 2017 NEW MEMBER APPLICATION

Massage Therapy Association of Manitoba

Local - Responsive - Focused



## PLEASE PRINT:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## EDUCATION:

Massage Therapy School Attended:

\_\_\_\_\_

Date of Graduation: \_\_\_\_\_ GPA Attained: \_\_\_\_\_

Other Health Care Training & Credentials (including dates):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Other post-secondary education: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## WE ARE HERE TO SERVE YOU

If you have any questions regarding your application or require assistance, we are here for you.

Call us anytime!  
**204-927-7979**

Return your completed application by mail to:

304-428 Portage Ave.  
Winnipeg, Manitoba  
R3C 0E2

Or call or email us  
[info@mtam.mb.ca](mailto:info@mtam.mb.ca)

to set an appointment to drop off your application in person.

*We look forward to meeting you!*

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## DOCUMENT CHECKLIST:

*This application must include the following documents to be considered complete:*

- Massage Therapy Diploma** (copy) from a recognized school/program, stating hours of completed studies (must be at least 2200 hours, and/or from a program recognized by MTAM, CMTO, CMTBC or CMTNL)
- Final Transcript** of marks from school of graduation (GPA must be at least 75%); photocopy acceptable
- Current CPR-Level C** Certificate (online courses are not acceptable); photocopy acceptable
- Criminal Record Check with Vulnerable Sector Search** – please provide the **original signed report** from the Winnipeg Police Service or Police Service responsible for your jurisdiction, completed no more than *six months prior to the date of application*
- Practicing Member Agreement** (included in this application document) – signed and witnessed

**If you have graduated more than one year prior to this application date, the following documents are also required:**

- Summary of clinical hours** since graduation, and list of all locations where you have practiced (if any)
- Letter or certificate of good standing** from the massage therapy professional association or regulatory college of which you are/were a member (if applicable) (new Graduates do not require this)
- Two reference letters** from professional colleagues, employers, or teachers.
- Continuing education history** – Provide a list of any continuing education courses/workshops/activities relevant to massage therapy that you have completed in the past four years. Include copies of certificates, transcripts, or letters confirming completion of each of these.

## MEMBERSHIP & LIABILITY INSURANCE FEES:

There are **four fees** associated with an application:

- **Application Fee** of **\$78.75** (\$75.00 + \$3.75 GST) applies to first-time applicants only. This is used toward administration to set up your membership file, check educational information, etc.
- **Membership Fee.** This the main fee associated with your membership and covers administration, Board management, events, discounts, and benefits that come with your membership.
- **Communication Fee.** This is the fee that goes to a shared fund used toward all Communication and Marketing of the Association to the general public and internally to members (e.g. the member's only website). This includes, but is not limited to the website, multi-media advertising, print campaigns and e-brochures, and all general marketing for Massage Therapy Week.
- **Insurance Liability Premium for your** professional liability insurance. There are numerous other professional practice and personal insurance options available at an additional cost. Ask us for a list of possibilities.
- **NEW GRADUATES receive a favourable rate on their** professional liability insurance fee.

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| Month     | Membership Fee | Communication Fund | Sub-Total | GST   | Insurance Fee (Includes 8% PST) | TOTAL FEES Payable (includes new member set up fee) | NEW GRADUATES Insurance Fee (Includes 8% PST) | TOTAL FEES New Grads (includes new member set up fee) |
|-----------|----------------|--------------------|-----------|-------|---------------------------------|---|---|---|
| January   | 300.00         | 130.00             | 430.00    | 21.50 | 97.20                           | <b>627.45</b>                                       | 86.40   | <b>616.65</b>   |
| February  | 275.00         | 119.17             | 394.17    | 19.71 | 97.20                           | <b>589.83</b>                                       | 86.40   | <b>579.03</b>   |
| March     | 250.00         | 108.34             | 358.34    | 17.92 | 97.20                           | <b>552.21</b>                                       | 86.40   | <b>541.41</b>   |
| April     | 225.00         | 97.51              | 322.51    | 16.13 | 86.40                           | <b>503.79</b>                                       | 75.60   | <b>492.99</b>   |
| May       | 200.00         | 86.68              | 286.68    | 14.33 | 86.40                           | <b>466.61</b>                                       | 75.60   | <b>455.36</b>   |
| June      | 175.00         | 75.85              | 250.85    | 12.54 | 86.40                           | <b>428.54</b>                                       | 75.60   | <b>417.74</b>   |
| July      | 150.00         | 64.98              | 214.98    | 10.75 | 75.60                           | <b>380.08</b>                                       | 64.80   | <b>369.28</b>   |
| August    | 125.00         | 54.19              | 179.19    | 8.96  | 75.60                           | <b>342.50</b>                                       | 64.80   | <b>331.70</b>   |
| September | 100.00         | 43.36              | 143.36    | 7.17  | 21.60                           | <b>250.88</b>                                       | 21.60   | <b>250.88</b>   |
| October   | 75.00          | 32.53              | 107.53    | 5.38  | 21.60                           | <b>213.26</b>                                       | 21.60   | <b>213.26</b>   |
| November  | 50.00          | 21.70              | 71.70     | 3.59  | 21.60                           | <b>175.64</b>                                       | 21.60   | <b>175.64</b>   |
| December  | 25.00          | 10.87              | 35.87     | 1.79  | 21.60                           | <b>138.01</b>                                       | 21.60   | <b>138.01</b>   |

**NOTE: GST is charged only on membership and administrative fees. Insurance premiums are not reimbursable.**

## PAYMENT SCHEDULE & OPTIONS

**TOTAL FEE** I will pay the total fee with my application (application fee + insurance premium owing at time of application + membership fee + communication fund fee)

**THREE INSTALLMENTS** I will pay my fees in **three installments** (application fee + insurance premium owing at time of application + two equal payments for balance of the pro-rated membership and communication fund fees PLUS a \$24 payment processing fee for this option)

|                               |  |   |
|-------------------------------|--|---|
| Application Fee + Insurance = | Membership Fee + Communication Fund Fee + \$24 payment processing fee divided by 2 = |   |
| <b>Payment #1:</b>            | <b>Payment #2:</b>   | <b>Payment #3:</b>  |
| <b>Due with application</b>   | <b>Payable the 1<sup>st</sup> of next month</b>                                      | <b>Payable the 1<sup>st</sup> of the 2<sup>nd</sup> month</b> |

### PLEASE SELECT A PAYMENT METHOD:

Cheque (payable to MTAM)  e-Transfer  Visa  MasterCard **CSV** \_\_\_\_\_

Card No: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Expiry: \_\_\_\_\_ / \_\_\_\_\_

**Cardholder Name** (as it appears on the card):

Address of Cardholder (if different than given above):

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## PRACTICING MEMBER AGREEMENT

The undersigned applicant for Practicing Membership hereby agrees to abide and be bound by the Massage Therapy Association of Manitoba Inc.'s (MTAM) By-laws, Code of Ethics, Conflict of Interest Code, Policies, Standards of Practice, together with all amendments thereto from time to time, and all additional by-laws, codes, guidelines, policies, practices, procedures and standards that may be implemented by the MTAM from time to time.

*I hereby make application for a **Practicing Membership** with the Massage Therapy Association of Manitoba Inc. (MTAM) and for Professional Liability and General Liability insurance as provided by the Association for the period from date of this application through **December 31, 2017**.*

*I understand that the insurance coverage provided by the insurer is subject to all terms, conditions and exclusions contained in the Master Policy. Failure to pay required premiums, and/or false statements for this application or subsequent renewals shall void this application and render my insurance coverage null and void.*

*I understand that if I am in violation of the MTAM By-laws, MTAM Code of Ethics, or any MTAM Policies and Procedures established by the Board of Directors, including my compliance with the MTAM Education & Continuing Competency Program that my membership privileges may be terminated. I further understand that if my membership is terminated for any reason, that the MTAM has the right to contact my applicable workplaces and/or associated clinics to inform them of the termination.*

*I confirm I have the legal right to work in Manitoba (e.g., Canadian citizenship, landed immigrant status, work permit/visa) and **have disclosed to the MTAM the details of any prior or new criminal conviction in Canada or elsewhere, and any new or outstanding criminal charges.***

*I consent to the collection, use, and referral/disclosure of business contact information in accordance with the MTAM Privacy Policy. I also understand that by signing this form, I am consenting to receive communications and information from the MTAM by email, mail, fax, and/or telephone at the contact information in my profile and respond to correspondence related to my professional obligations as a member promptly.*

*Furthermore, I agree to conduct my practice within the scope of practice of massage therapy in a competent, professional and ethical manner, and in accordance with all of the foregoing.*

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017 in the city/town of \_\_\_\_\_, Manitoba.

**Applicant:**

**Witness:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name – please print)

\_\_\_\_\_  
(Name – please print)

### INTERNAL USE ONLY

|               |                |         |
|---------------|----------------|---------|
| Date Received | Date Approved: | Signed: |
|---------------|----------------|---------|