



Massage Association of Australia Ltd

ACN 131 861 115

ABN 63 131 861 115

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ACCREDITED MEMBER FIT AND PROPER PERSON REQUIREMENT DECLARATION

About this declaration

In considering whether an Accredited Member is suitable for registration (initial and continuing) as a Health Fund Provider the MAA Code of Conduct, Ethics and Constitution along with the Health Fund Terms and Conditions requires an Accredited Member to disclose prior convictions for criminal offences or disciplinary proceedings, or pending complaints in relation to the occupation of Remedial Therapy or Myotherapy along with a declaration that the Accredited Member has not been rejected by similar Associations, or have been refused a Provider Number in the past.

Completing this declaration

Each natural person (referred in this section as 'you') must answer all of the questions in this declaration (expanding upon responses when required) and sign the declaration.

Please note that in addition to the criteria addressed within the questions in this declaration, MAA may consider any other relevant matter when assessing whether a person meets the Fit and Proper Person Requirements.

Submitting this declaration

This declaration is to be submitted with an application for initial acceptance as an Accredited Member or annual renewal of an existing Accredited Membership.

Applications submitted without a signed and completed declaration will be considered incomplete and therefore returned to you for completion.

Assistance in completing this declaration

For assistance in completing this declaration please contact office@maa.org.au . Further information about the MAA process (initial and renewal) is available from the MAA website at www.maa.org.au .

You can also call the MAA Office on (03) 9555 9900 Monday to Friday 9:00 am to 4:00 pm except for public holidays.

Fit and Proper Person Requirements declaration

Your Name	
Your Professional Title	
Your Clinic Business Legal Name (Your Business Name)	
Your Business ABN	
<i>If Employed by another Clinic:</i> The Business Name of your employing clinic	
<i>Your Employer's</i> ABN	
Your MAA member number	

<i>Please answer the following questions and indicate with a ✓ in the appropriate answer column</i>		YES	NO
1.	Have you been convicted of an offence against a law of the Commonwealth of a state or territory?		
2.	Have you ever had your Membership suspended or cancelled by another Association?		
3.	Have you ever had any Health Provider Number suspended or cancelled by any Health Fund?		
4.	Have you ever had a condition imposed by any Health Fund on your Health Provider Number requiring you to rectify any matter?		
5.	Have you ever had a condition imposed on you by any other Association requiring you to rectify any matter relating to requirements of maintaining membership?		
6.	Have you ever shared any previous Health Fund provider number with any other therapist?		
7.	Have you ever previously used your Health Provider Number to bill for services not provided by you?		
8.	Have you ever claimed or advertised that the therapy you provide can cure any condition?		
9.	Have you ever had any Professional Indemnity and Public Liability application rejected?		
10.	Have you ever had sanctions placed on your place of business in relation to meeting the Infection Control Guidelines and Hygiene Procedures required of a Health Care Clinic?		
11.	Have you ever had sanctions placed on your place of business in relation to meeting the minimum physical standards and expectations of a Health Care Clinic to meet all State, Territory and Local Council Laws?		
12.	Have you ever advertised or provided services specifically for work within the sex industry?		
13.	Have you ever allowed another person to use your Membership Number so that they may gain access to Advertising Services?		

If you answered 'YES' to any of the questions 1 – 13 above, you must provide further details below.

Question:
Details:

Question:
Details:

Question:
Details:

If you have more than three questions then copy the table as many times as required onto a separate piece of paper and attach the additional pages to this declaration. Ensure that you have written your name on the attached paper.

Commonwealth of Australia
STATUTORY DECLARATION
Statutory Declarations Act 1959

1 *Insert the name, address and occupation of person making the declaration*

I,¹

make the following declaration under the *Statutory Declarations Act 1959*:

2 *Set out matter declared to in numbered paragraphs*

2

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

3 *Signature of person making the declaration*

3

4 *Place*
5 *Day*
6 *Month and year*

Declared at ⁴ _____ on ⁵ _____ of ⁶ _____

Before me,

7 *Signature of person before whom the declaration is made (see over)*

7

8 *Full name, qualification and address of person before whom the declaration is made (in printed letters)*

8

Note 1 A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the *Statutory Declarations Act 1959*.

Note 2 Chapter 2 of the *Criminal Code* applies to all offences against the *Statutory Declarations Act 1959* — see section 5A of the *Statutory Declarations Act 1959*.

A statutory declaration under the *Statutory Declarations Act 1959* may be made before—

(1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

Chiropractor	Dentist	Legal practitioner
Medical practitioner	Nurse	Optometrist
Patent attorney	Pharmacist	Physiotherapist
Psychologist	Trade marks attorney	Veterinary surgeon

(2) a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) a person who is in the following list:

Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the *Consular Fees Act 1955*)
Bailiff

Bank officer with 5 or more continuous years of service

Building society officer with 5 or more years of continuous service

Chief executive officer of a Commonwealth court

Clerk of a court

Commissioner for Affidavits

Commissioner for Declarations

Credit union officer with 5 or more years of continuous service

Employee of the Australian Trade Commission who is:

(a) in a country or place outside Australia; and

(b) authorised under paragraph 3 (d) of the *Consular Fees Act 1955*; and

(c) exercising his or her function in that place

Employee of the Commonwealth who is:

(a) in a country or place outside Australia; and

(b) authorised under paragraph 3 (c) of the *Consular Fees Act 1955*; and

(c) exercising his or her function in that place

Fellow of the National Tax Accountants' Association

Finance company officer with 5 or more years of continuous service

Holder of a statutory office not specified in another item in this list

Judge of a court

Justice of the Peace

Magistrate

Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the *Marriage Act 1961*

Master of a court

Member of Chartered Secretaries Australia

Member of Engineers Australia, other than at the grade of student

Member of the Association of Taxation and Management Accountants

Member of the Australasian Institute of Mining and Metallurgy

Member of the Australian Defence Force who is:

(a) an officer; or

(b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or

(c) a warrant officer within the meaning of that Act

Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants

Member of:

(a) the Parliament of the Commonwealth; or

(b) the Parliament of a State; or

(c) a Territory legislature; or

(d) a local government authority of a State or Territory

Minister of religion registered under Subdivision A of Division 1 of Part IV of the *Marriage Act 1961*

Notary public

Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public

Permanent employee of:

(a) the Commonwealth or a Commonwealth authority; or

(b) a State or Territory or a State or Territory authority; or

(c) a local government authority;

with 5 or more years of continuous service who is not specified in another item in this list

Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made

Police officer

Registrar, or Deputy Registrar, of a court
Senior Executive Service employee of:
 (a) the Commonwealth or a Commonwealth authority; or
 (b) a State or Territory or a State or Territory authority
Sheriff
Sheriff's officer
Teacher employed on a full-time basis at a school or tertiary education institution

(Return with your Accredited Member Application Form or when updating your Annual Accredited Membership)

Modes of Return:

Fax: (03) 9555 9904
Email as attachment: office@maa.org.au
Post: PO Box 2019, MOORABBIN, VIC, 3189
Physical Delivery: 2/1-5 Station Street, MOORABBIN, VIC, 3189 (Office hours 9:00 am – 4:00 pm
Monday to Friday excluding public holidays)

If you require assistance or further information please contact the MAA Office at your earliest convenience.