

Reduction in Subscription Fees Policy and Procedure

Purpose and scope

The purpose of this policy is to ensure a consistent approach to the consideration and granting of requests made by College Fellows, Members, Diplomates and Certificants for reduced annual subscription fees.

This policy outlines the processes relating to requests for a reduction in annual subscriptions fees on the basis of parental leave, ill-health, overseas volunteer work, recognition as a Semi-Retired Fellow, and participation by overseas Fellows in a RANZCOG-approved CPD program.

1. Policy and procedure

1.1 Parental leave

Members who wish to apply for a reduction **must download and return the completed Reduced Subscription application form along with any supporting documentation e.g. birth certificate or letter from treating medical practitioner** (including if possible the intended date of return-to-work) to membership@ranzcoг.edu.au

Retrospective applications must be made within 12 months of the birth of the child.

The rate payable will be 50% of the full subscription rate applicable (Fellows /Members /Diplomates) with a maximum of 12 months per parental leave application

1.2 Ill-health

Members who wish to apply for a reduction **must download and return the completed Reduced Subscription application form along with any supporting documentation e.g. Letter from treating medical practitioner** (detailing the expected period of time that the individual is unable to work) to membership@ranzcoг.edu.au

The minimum duration of ill-health that will be considered is six (6) months.

<u>Period of Time</u>	<u>Subscription Rate Payable</u>
<ul style="list-style-type: none">Between 6 months to 12 months	<ul style="list-style-type: none">25%
<ul style="list-style-type: none">More than 12 months	<ul style="list-style-type: none">25% for the first 12 monthsA new application with supporting evidence will be required after 12 months

Any reductions apply to upcoming subscriptions only. A proportion of previous subscriptions will not be repaid.

1.3 Overseas volunteer work

Members who wish to apply for a reduction must download and return the completed **Reduced Subscription application form along with any supporting documentation** including length of appointment and evidence of position and wage being paid at the time to membership@ranzcof.edu.au

The minimum duration of overseas volunteer work that will be considered is six (6) months. If the period is more than 12 months, a new application must be made.

For any reduction to apply, the income earned must be less than AUD80,000 per annum.

Annual Income	Subscription Rate Payable
<ul style="list-style-type: none">Less than AUD40,000	<ul style="list-style-type: none">25%
<ul style="list-style-type: none">Between AUD40,000 and AUD80,000	<ul style="list-style-type: none">50%

Any reductions apply to upcoming subscriptions only. A proportion of previous subscriptions will not be repaid. A new application must be made annually and for each new posting undertaken.

1.4 Semi-Retired Fellows

In recognition of the skills and knowledge that senior Fellows possess and to encourage continued involvement in medical education, surgical assisting and other relevant areas through a reduced scope of practice, the College has introduced a membership category of Semi-Retired Fellow.

This category of membership offers a reduced annual subscription of 50% for Fellows approaching the end of their career who meet the criteria, which include:

- being a current financial member of RANZCOG; and
- earning an annual, pre-tax medical income of not more than AUD80,000 (or equivalent).

* For the purposes of determining eligibility for Semi-Retired Fellowship status, the definition of 'practising as a Fellow of RANZCOG' shall incorporate the period in which an individual was a member of the Royal Australian College of Obstetricians and Gynaecologists (RACOG) and/or the Royal New Zealand College of Obstetricians and Gynaecologists (RNZCOG) i.e. prior to the amalgamation of the two respective colleges in 1998 to establish RANZCOG.

College Statement WPI-24 *Semi Retired RANZCOG Fellow* provides the definition of the scope of practice for Semi-Retired Fellows and the associated processes to be recognised in this class of membership.

Fellows wishing to be recognised as a Semi-Retired Fellow and thus be eligible for the reduced subscription rate must download and complete the necessary declaration and return the completed form on an annual basis to College Member Services before making a subscription payment for the current financial year.

1.5 Overseas Fellows participating in a recognised CPD program

RANZCOG recognises the CPD Programs provided by the RCOG, RCOG Faculty of Sexual and Reproductive Healthcare (FSRH), the Hong Kong College (HKCOG), Royal College of Physicians and Surgeons of Canada (RCPSC), Royal College of Physicians of Ireland (RCPI) and the Singapore Medical Council (SMC).

Overseas Fellows participating in one of the above RANZCOG-approved CPD Programs need to provide evidence in the form of a letter from the relevant provider (additional information required for RCPSC participants) stating that the Fellow is currently participating in the respective CPD Program.

Documentary evidence as detailed above needs to be received by the College by 31 December each year in order for the Fellow to be eligible to receive a 50% reduction in annual subscription. A new application must be made annually to the College CPD Department. cpd@ranzcog.edu.au

If or when the Fellow returns to Australia/New Zealand to practise the member must inform the College in writing and the Fellow will immediately start a new three-year CPD period in the RANZCOG CPD Program.

1.6 Overseas Fellows in a CPD program not recognised by RANZCOG

Overseas Fellows participating in a CPD Program that is not approved by the College need to make application to the Continuing Professional Development Committee and Revalidation Committee for recognition of the program in which the individual is participating in.

The application must contain evidence from the CPD Program provider in the form of a letter stating that the member is currently participating in the program as well as a copy of the guidelines for the CPD Program.

Should the Continuing Professional Development Committee and Revalidation Committee recognise the program; the Fellow will be eligible to receive a 50% reduction in annual subscription. A new application must be made annually to the College CPD Department. cpd@ranzcog.edu.au

If or when the Fellow returns to Australia/New Zealand to practise the member must inform the College in writing and the Fellow will immediately start a new three-year CPD period in the RANZCOG CPD Program.

2. Related RANZCOG documents

- Semi-Retired RANZCOG Fellow Statement (WPI-24)
- Reduced Subscription Application Form

Revision ID	4
Policy Owner	Corporate Services
Policy Approved By	RANZCOG Board, February 2019
Review of Policy	As required or no later than February 2021
Review History	Minor revisions approved by the RANZCOG Board, July 2017