



Guidance for applications/renewing your membership: Important information

If you require any assistance with completing your application or renewal, please contact Member Services on **1800 509 441** or email member.help@medicalprotection.org

1. Membership application/renewal

Please note that applying for or renewing your membership indicates acceptance of the requirements below:

- Members undertake to keep Medical Protection informed of their current address and any changes in their professional practice or circumstances.
- Failure to notify us of a change of address, scope of practice or other details previously declared to us (including in relation to income and number of sessions worked) could result in delay in providing or the suspension or withdrawal of the benefits of membership and/or the cancellation or termination of your membership.
- Members should understand that MPS is not an insurance company. The benefits of MPS membership are granted at the discretion of Council and are subject to the terms and conditions of the MPS Memorandum and Articles of Association, as amended from time to time.
- Payments are subject to verification and acceptance of a payment does not of itself confirm membership and/or entitlement to request benefits.
- You agree to the use of your personal data by MPS in accordance with the statement on page 3.

2. Specialist division

MPS requires doctors undertaking GP (primary care) work to hold registration in the specialist division (GP) of the IMC register.

3. Your subscription rate

Your subscription is calculated based on your status and average weekly sessions, any out-of-hours work and the carrying out of all the tasks normally associated with primary care.

If you undertake treatment of professional or semi-professional sports men or women you **MUST** contact us.

4. About your work

Sessions and Out-of-hours (OOHs)

Core hours are defined as 8am–6pm, Monday to Friday. A session will normally be defined as a half-day, but where this is inappropriate, a session is defined as a continuous period of work of between 3.5 and 5 hours.

In cases where you are employed for a set number of hours each week, eg, in an OOHs setting, this number should be divided by four to obtain the sessional equivalent for subscription calculation.

For those doctors who do irregular sessions or on an irregular basis, MPS accepts a weekly number of sessions averaged over the membership year.

If you work solely in an OOHs setting, separate rates apply.

Average weekly sessions of 1-3 inclusive in core hours do not allow for any OOHs work

Weekly sessions of 4-8 inclusive allow for 1 of these weekly sessions to be OOHs work; weekly sessions of 9-14+ inclusive allow for 2 of these weekly sessions to be OOHs work. If your OOHs work exceeds these allowances your subscription will be based on your total weekly sessions in the separate rates scale for OOHs work.

4. About your work – continued

Cosmetic/aesthetic medicine

If you are paying a GP subscription you are entitled to apply for an indemnity for claims arising from the use of:

- Botox
- Collagen
- Other non-permanent and semi-permanent fillers in the treatment of wrinkles and/or lip enhancement
- Microdermabrasion
- Superficial chemical peels only (affecting the intra-epidermal layer)
- IPL
- Injection of thread veins.

For subscription purposes please count a cosmetic/aesthetic medicine session involving these treatments, as a GP session.

Members are also asked to ensure that this work is carried out in a proper clinical setting, after appropriate training and in with manufacturer's guidelines.

If more than 50% of your working time is spent in cosmetic/aesthetic medicine or if you undertake other laser use or tattoo removal or if you perform any cosmetic work other than that listed overleaf please contact Member Services on 1800 509 441.

GP obstetric practice

MPS does not indemnify for the practice of intrapartum obstetrics in GP primary care.

Are you “least risk”?

This category may be available to you if your work does not involve any individual/specific patient management, diagnosis or treatment. This excludes medicolegal work. If you would like to apply for this membership please provide details of your scope of practice to member.help@medicalprotection.org

Working overseas

If during your membership year you intend to practise outside Ireland, please contact us before commencing practice.

5. Deferred membership

Free membership is offered to members who have retired or voluntarily undertake no active practice at all. It may also be appropriate for those who are temporarily not practising – for example due to maternity leave, sabbaticals or other absence from practice for three months or more. Holidays do not count.

Should you at some date recommence work, it may be possible to resume normal membership upon payment of the appropriate subscription. However, there is no automatic right to re-instate active membership and your request maybe refused at our absolute discretion. **Please note:** It is important to contact MPS **before** you return to work in order to be eligible for the benefits of membership. Any request to return to full membership following a break of more than one year would require completion and approval of a full application form. If you have had a break from clinical practice of more than two years you will also be required to provide confirmation of CPD or refresher training undertaken. Please contact Member Services on 1800 509 441 for further details.

Additional Information

Change of membership grade

If you tell us about a grade change that results in a lower subscription rate, a refund of one year's subscription overpayment may be available.

Duration of membership

Membership of MPS is normally available on an annual basis. In some circumstances new members may be offered 6 months membership.

Tax

Your subscription may be accepted by the Revenue Commissioners as a legitimate professional expense for income tax purposes.

IMPORTANT - Your data

For information on our use of your personal data and your rights, please see the Privacy Statement on our website medicalprotection.org.

Medical Protection

Member Operations
Victoria House
2 Victoria Place
Leeds, LS11 5AE, UK

1800 509 441 (Mon – Fri: 8.00am – 6.30pm)

Calls to Member Services may be recorded for training and monitoring purposes.

member.help@medicalprotection.org
medicalprotection.org

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