

MEMBERSHIP REGULATIONS

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Supersedes the version dated 21 April 2006

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Nature of Revisions	
30/11/10	10(i) amended. 'one' replaced with 'two' reflecting the decisions to extend the presidency to 2 years from Nov 2012
30/11/09	5 (vi) added, regarding written communication by electronic means
30/11/09	Changes reflecting the abolition of the position "Membership Secretary" and the resulting changes to the Council and the role of the "Honorary Secretary". 10 Remove 'Membership Secretary' from list of Officers of the Society. 10 (iv) include duties previously the responsibility of the Membership Secretary 10 (v) remove 'Membership Secretary' and duties from list 10 (v) Honorary Treasurer previously (vi) 10 (vi) Honorary Scientific Secretary previously (vii) 11 Replace the word 'ten' with 'nine' 11 (i)(a) replace the word 'seven' with 'six'
30/11/09	14(iii) included, regarding the reinstatement of an annual/bi-annual staff meeting to promote staff training and morale.
30/11/08	5 (v) included, regarding inclusion of members in public advertisements
30/11/08	4 (i) (e) included, regarding the requirement of full members to hold specialist registration with their relevant Dental Council
30/11/07	Changes relating to the main objects of the Society, required by the Revenue Commissioners in order to comply with Charitable Status <ol style="list-style-type: none"> <i>The insertion of the word "main" in clause 2 before the word "objects".</i> <i>To replace clause 2(i) with the following "to advance education and benefit the community through the advancement of the science and practice of orthodontics."</i> <i>To delete the word "represent" from the first sentence of clause 2(iv) and replace it with the words "advance education and benefit the community".</i>
30/11/06	3. The objects of the society were updated to include point (ix) That a benevolent committee of the OSI be formed to benefit children's institutions (e.g. Crumlin Children's Hospital, Cleft lip and palate units etc.)

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MEMBERSHIP REGULATIONS

THE ORTHODONTIC SOCIETY OF IRELAND LTD.

1. Definitions

In the following Membership Regulations unless the context otherwise requires: “the Society” means The Orthodontic Society of Ireland: “dental practitioner” means a person whose name is included in the current Dentist’s Register: “orthodontist” means a dental practitioner who, by reason of an approved training programme, post graduate qualification and experience, is competent to perform orthodontic treatment: “the Council” means the Executive Committee of the Society, elected by the members of the Society to conduct the business of the Society in accordance with the policies decided by the members thereof.

2. Title

The Society shall be called The Orthodontic Society of Ireland.

3. Objects of the Society

The main objects of the Society shall be

- i to advance education and benefit the community through the advancement of the science and practice of orthodontics:
- ii to encourage research and education in orthodontics:
- iii to promote the highest standards in orthodontic practice:
- iv to make significant contributions to the health of the public:
- v to advance education and benefit the community both within and outside the dental profession, in pursuance of which, the Society may: -
 - (a) convene meetings
 - (b) issue information to members
 - (c) publish material on the practice of orthodontics
 - (d) organise continuous educational courses for members of the Society
 - (e) compile and maintain a list of all categories of members
- vi to support the maintenance of a specialist register.
- vii to promote scientific and fellowship exchange internationally.
- viii The Society should liaise closely with the European Orthodontic Society, and actively promote Ireland as the occasional host Country for the Annual Conference of the EOS.

- ix to form a benevolent committee of the OSI to benefit children's institutions (e.g. Crumlin Children's Hospital, Cleft lip and palate units etc).

4. MEMBERSHIP

(a) Classification

The members of this Society should be classified as follows:

- i Full
- ii International
- iii Student
- iv Honorary
- v Retired

(b) Eligibility

i Full Members

To be a Full member of this Society a dentist should meet the following requisites.

- (a) Education – successful completion of the full curriculum of an accredited Orthodontic programme or successful satisfaction of the educational requirements established by the Society and in effect at the time of completion of education. An accredited Orthodontic programme would allow members attain a Royal College membership in Orthodontics or equivalent Orthodontic Degree registered with the Dental Council obtained after the completion of three years clinical and theoretical training. Applicants who have completed accredited Orthodontic Programmes of two years duration shall attain full membership at the discretion of the Council and following a further one year in full-time Orthodontic practice.

In all cases the education of the applicant should satisfy the Council of the Society.

- (b) Pledge: Sign a pledge to adhere to the Principals of Ethics of this Society.
- (c) Type of Practice: Be in the exclusive practice of Orthodontics.
- (d) Eligibility for Full membership shall be based on the same criteria as those proposed for implementation of EU specialist registers.
- (e) Members of the OSI are required to hold specialist registration with their relevant Dental Council.

ii International Members

To be an International Member of this Society a member should meet the following requirements.

- (a) Education – successful completion of the full curriculum of an accredited Orthodontic programme or successful satisfaction of the educational requirements established by the Society and in effect at the time of completion of education. An accredited Orthodontic programme would allow members attain a Royal College Membership in Orthodontics or equivalent Orthodontic degree registered with the Dental Council obtained after the completion of three years clinical and theoretical training.

Applicants who have completed accredited Orthodontic Programmes of two years duration shall attain full membership at the discretion of the Council and following a further one year in full-time Orthodontic Practice.

- (b) Pledge: sign a pledge to adhere to the Principles of Ethics of this Society.
- (c) Membership: be a member in good standing of an Orthodontic organisation if such exists in his/her own country at the time of application for membership with two references from the Secretariat of his/her own National Society. The applicant must be engaged in the full time practice of Orthodontics exclusively.

iii Student Members

To be a student member of this Society, a dentist should meet the following requisites.

- (a) Education – being enrolled as a full time student in an accredited Orthodontic programme and attaining a Royal College Membership in Orthodontics or equivalent Orthodontic degree at the end of the programme.
- (b) Pledge – sign a pledge adhering to the Principles of the Ethics of this Society.
- (c) Student membership status shall be automatically terminated on the failure of the member to attain a Royal College Membership in Orthodontics or equivalent Orthodontic degree at the end of the accredited Orthodontic programme at the discretion of the Council.

iv Honorary Member

To be an honorary Member of this Society, an individual should have made an outstanding contribution to the advancement of the art and science of Orthodontics and should be nominated by the Council of the Society and elected by the Society. A member who becomes an Honorary member may retain all privileges of Full membership status without an annual subscription.

To be a retired member, a dentist should have been a full member previously and now have retired from the practice of Orthodontics.

5. Rights of Members

- i All subscription-paying Full members only shall receive written notice of and shall be invited to attend and speak at General meetings of the Society and shall be entitled to vote.
- ii All subscription paying Full members only shall be entitled to use the Society literature, for example Consent forms, patient transfer forms etc. and shall be entitled to use the Society logo on literature pertaining to their individual practices.
- iii All subscription paying members shall receive written notice of all Post-graduate Orthodontic courses organised by the Society and shall be invited to attend.
- iv All subscription paying Student, International, Honorary and retired members shall **not** be entitled to use any Society literature, for example Consent forms, Patient transfer forms, and shall not be entitled to use the Society logo on literature pertaining to their own individual practices.
- v Inclusion of members on public advertisements including the OSI Golden pages advertisement and the OSI website is dependent upon payment of OSI membership and evidence of specialist registration with their relevant Dental Council.
- vi In order to reduce the Society's impact on the environment, all written communications will be in an electronic format.

6. Application for Membership.

Application for all classes of membership should be made on the form provided by the Society. Applications for Full, International, Student, Retired and Honorary should be submitted to the Secretary of the Society. Applications for membership will be considered at the earliest possible meeting of the Council.

7. Election to Membership

Election to Membership shall be by Resolution of the Council, and the decision of the Council shall be final. Every member who is elected to the Society shall be informed of his/her election by the Secretary who shall send him/her a copy of the Membership Regulations.

8. Resignation of Members

- i A member may resign from the Society signifying his or her intention to the Council and paying any contribution that may be outstanding.
- ii A Full Member who ceases the practice of Orthodontics, other than on retirement, shall relinquish his/her Full membership of the Society.

9. Finances

A subscription shall be payable by each member dependent on category on election and thereafter annually in the month of January; the amount to be decided by the members of the Council of the Society. All subscriptions are forwarded to the Honorary treasurer of the Society. Membership automatically ceases on non-payment of subscription by March 31st: re-admittance shall be at the discretion of the Council providing all back subscriptions and current subscriptions are paid in full. Once membership ceases all rights and privileges of members shall be lost.

Fees for postgraduate Orthodontic courses will be decided by the Council of the Society and the Honorary Scientific Meeting Secretary shall be entitled to collect these fees prior to the date of the course. All monies received for courses will then be forwarded to the Honorary treasurer.

10. Officers

The officers of the Society shall be the President, the President Elect, Immediate Past President, the Honorary Secretary, the Honorary Treasurer and the Honorary Scientific Secretary.

Only a Full member in good standing in the Society shall be eligible to serve as an Officer.

- i The President shall be elected by members in person at the A.G.M. of this Society for a period of two years. The President should have been a Full member for three years. The President shall chair meetings, sign minutes, serve as an official representative of this Society in its contacts with Government and professional organisations for the purpose of advancing the objects and policies of this Society.
- ii The President-Elect shall be elected by members in person at the Annual General Meeting of the Society for a period of one year. The President Elect will have been a Full Member for three years. The President Elect on completion of his term of office shall automatically assume the office of President. It shall be the duty of the President Elect to assume the duties of the President in the case of absence or incapacity.
- iii The Immediate Past President shall be elected by members at the Annual General Meeting of the Society for a period of one year. He/she shall have had the office of President for the previous year.

- iv The Honorary Secretary shall be elected by members at the Annual General Meeting of the Society for a period of one year and shall be eligible for election for a second consecutive year, but not for subsequent consecutive terms of office.

He/she shall conduct all general correspondence and take minutes of the proceedings at meetings, which shall be confirmed at following meetings. The AGM minutes shall be circulated to Full Members.

He/she shall also receive applications for membership and bring these to the attention of the Council for approval; shall issue certificates of membership to new members, which shall be signed by him/her and the current President of the Society; shall maintain a list of members; and shall forward all monies received for membership to the Honorary Treasurer.

The Honorary Secretary shall submit an annual report of this Society.

- v The Honorary Treasurer shall be elected by members at the Annual General Meeting of the Society for a period of one year, and shall be eligible for re-election for a second period of one year, but not for subsequent consecutive terms. He/she shall receive all monies and keep and monitor all the accounts of the Society. The Honorary Treasurer shall submit an annual report to this Society.
- vi The Honorary Scientific Meeting Secretary shall be elected by members at the Annual General Meeting for a period of one year and shall be eligible for re-election for a second period of one year, but not for subsequent consecutive terms of office. He/she shall have the responsibility of organising the Scientific meetings and postgraduate Orthodontic Courses for members. All monies received for such meetings and courses shall be forwarded to the Honorary Treasurer.

11. The Council

- i The Council shall be compromised of nine members.
 - (a) The six officers of the Society
 - (b) Three Council members.
- ii The Council members shall attend Council meetings of the Society and represent the Society at the Council of the Irish Dental Association.

12. Duties of the Council

- i The Council shall manage the affairs of the Society. Changes in basic policy are subject to the requirements set out in paragraph 14b (iv).
- ii The Council shall meet at the times and venues agreed by the Council
- iii The Honorary Secretary, upon request of any four members of the Council shall convene a meeting of the Council within two weeks of that request.

- iv The Honorary Secretary, or his/her deputy and three Council members shall form a quorum for the purpose of conducting Council business. In the absence of the President and the President Elect the Secretary shall act as Chairman.
- v The Chairman of the Council shall have a casting vote only, at all meetings, for example, the General AGM and Council.
- vi If a member of the Council should resign, die or otherwise vacate this office, the vacancy shall be filled by election at the next Annual General Meeting of the Society. A new member shall be co-opted by the Council until the AGM.
- vii The Council may appoint subcommittees of not less than three members to revise on policy, public relations etc.
- viii Determine the honoraria appropriate for members serving the Society if required.
- ix Appoint consultants when necessary.
- x Elect all members in all categories.
- xi Establish rules and regulations not inconsistent with the rules to govern its organisation and procedure.
- xii Provide for the maintenance and supervision of the executive office and all of the property owned or operated by this Society if such exists.
- xiii Perform such other duties as may be prescribed by these rules.

13. Election of Council

- i The Officers and Councillors shall be elected by the Full members of the Society voting in person at the Annual General Meeting. A nomination must be proposed and seconded by existing Full members, not less than six weeks prior to the AGM. The Nominator must have the agreement of the Nominees. All nominations are forwarded to the Honorary Secretary.
- ii
 - (a) For each office, that candidate receiving the greatest number of votes, shall be declared elected.
 - (b) For each Council place, those candidates with the greatest number of votes shall be declared elected.

14. Meetings

(a) Scientific Meetings.

- i A minimum of two scientific meetings shall be held each year where possible. Meetings shall be held at such hours and at such places as the Council may from time

to time determine, subject to written notice being given to all members. Scientific Meeting and course fees shall be paid as directed by the Council.

- ii No basic policy decisions may be transacted at Scientific Meetings. An EGM or AGM may be held immediately following a scientific meeting.
- iii The society will hold an annual/bi-annual staff meeting to promote staff training and morale.

(b) Annual General Meeting.

- i Full members only may attend the Annual General Meeting
- ii Six weeks written notice to Full members is required prior to holding the AGM, which shall usually be held during October/November/December.
- iii The quorum of the Meeting shall be one third of the total number of Full members.
- iv Changes in basic policy require;
 - (a) Written notification to all Full Members of proposed Resolution or Motion four weeks in advance.
 - (b) Two thirds of Full Members present at AGM is required to carry Resolution.
 - (c) Changes in basic policy require two thirds of Full Members present at AGM.
 - (d) Postal voting/written signed proxy vote is acceptable for AGM policy changes and elections.
 - (e) EGM to be properly convened.
- v The President, President Elect, Honorary Secretary or 25% of all Full Members may call an Extra-Ordinary General Meeting subject to two weeks notice.
- vi Not more than fifteen months between successive AGM's.
- vii In any case of difference of opinion arising in the meaning of any of these rules, such meaning shall be decided by the Council or if differences arise at a General Meeting by the Chairman (president) thereof. Any such decision will be recorded in the Minute book and shall be accepted as the true meaning of the rule or rules in question, until otherwise interpreted at an Annual General Meeting, after due notice has been given.

15. Principles of Ethics and Code of Practice

The professional conduct of a member of this Society shall be governed by the Code of Ethics of this Society. A member shall not bring the Society or the profession into disrepute.

16. Peer Review

Disciplinary Proceedings and indemnification shall be dealt with under regulations decided by Council. A member bringing the Society into disrepute may be expelled from the Society by Council decision. The member expelled must be allowed to respond to any allegations in writing within 4 weeks. Expulsion may be appealed following an AGM or an EGM..