



Objective:

To detail the criteria for membership approval, rejection and termination for all member categories in OARTY.

Requirements:

Three categories of membership are available in OARTY – Full Membership, Associate Membership and Honourary Membership. Eligibility requirements for membership within each of these categories are as follows:

1. Full Membership (Voting)

To be eligible for this category the applicant must be an organization providing residential care/treatment services or day treatment services for children, youth, or adults in need and be licensed by or otherwise meet the service criteria of the applicable Ministry. To be eligible, service providers may not serve as both assessor and allocator of funds (service providers may also be assessors or allocator of funds, but cannot be both).

Organizations may not hold multiple memberships in this category; multiple memberships are defined as more than one membership for individual locations within an agency. More than one membership may be given to agencies with two or more program types (i.e. Agency A Group Homes and Agency A Foster Homes), as it is designated by program type and not by individual locations. Conversely, if an applicant is the owner of 50% or more of two or more organizations that would qualify for separate membership, the applicant may either apply for one membership or separate membership for each organization under their ownership.

Applicants must provide a minimum of two positive professional references or one reference from an OARTY member, provided the member given as a reference holds a full membership with the association and is not affiliated through a business relationship with the applicant. In the case of a newly opened agency, two positive professional references must be attained but it is understood that they may not reference the residential care services of the licensee. In this case, further references will be requested upon renewal that directly reference the operation of the program.

A copy of the license to operate, a copy of the annual serious occurrence rollup, and copies of reports from any intensive site reviews completed within their residential program(s) must also be provided where applicable on an annual basis, and dues must be received in full in accordance with the Membership Fees Policy.

2. Associate Membership (Non-Voting)

To be eligible for this membership category the applicant may be either a person or organization interested in furthering the objectives of OARTY, but must not be eligible for full membership. The applicant must provide information regarding their professional/personal interest in OARTY, and dues must be received in full in accordance with the Membership Fees Policy.

3. Honourary Membership (Non-Voting)

Entry into this membership category is by recommendation of a Board Director or OARTY Member and must be approved by at least two-thirds (2/3) of the Members present at the next meeting of members (see By-law No. 1 Section 43 (c) for more detail). An Honourary Member shall enjoy the same rights and privileges as an Associate Member and are not required to pay dues or assessments.

Procedures:

1. Membership Approval/Rejection/Renewal

a) Full Membership Category

Upon completing the necessary requirements for consideration in admission into this category, the membership application and supporting documents will be provided to the Member Services Committee to review and provide a recommendation to the Board of Directors. Where a recommendation is to reject the application, the Committee must include an explanation for the rejection with their recommendation to the Board. The applicant will either be approved or rejected via Board motion.

Applicants may be rejected where quality and/or safety issues for the clients in care exist or are known to have existed (proof must be obtained before dismissing an applicant on this basis). Applicants must be immediately informed of their acceptance/rejection.

Renewing members will be required to provide a copy of their license where applicable, a copy of the annual serious occurrence rollup, and copies of reports from any intensive site reviews completed within their residential program(s) and dues are to be received in full in accordance with the Membership Fees Policy. The renewal will be accepted based on receipt of the above and barring awareness of quality and/or safety issues for the clients in care.

b) Associate Membership Category

Upon completing the necessary requirements for consideration in admission into this category, applicants are either approved or rejected following review by the Executive Director. Additional information and/or references may be requested of the applicant as part of the decision process at the Executive Director's discretion. The applicant may be rejected should the business/activity of the applicant be deemed harmful to the objectives of the association. Applicants must be immediately informed of their acceptance/rejection.

2. Membership Termination

Membership termination is outlined within OARTY By-Law 1, Section 47, as follows. The interest of a member of the Corporation is not transferable and lapses and ceases to exist:

- (a) Upon death or dissolution of the member;
- (b) When the member's period of membership expires (if any);
- (c) When the member ceases to be a member by resignation or otherwise in accordance with the By-laws;
- (d) If at a special meeting of members, a resolution is passed to remove the member by at least two-thirds (2/3) of the votes cast at the special meeting provided that the member shall be granted the opportunity to be heard at such meeting.
- (e) Upon non-payment of dues, fees or assessments within thirty (30) days of the due date, or such later date as the Board may by resolution determine;
- (f) In the case of a full member, upon cancellation of its license to operate residential care facilities by the appropriate Ministry or to otherwise fail to meet the service criteria set by the appropriate Ministry; or
- (g) In the case of an associate member, upon resolution of the Board of Directors of the Corporation.

Reasons to pass a resolution to terminate Membership include the following:

- (a) quality and/or safety issues (where proof is available).
- (b) the conduct of the member is deemed harmful to the objectives of the association.

3. Membership Category Change

Associate members that become eligible for full membership (and therefore are no longer eligible for associate membership) may apply for full membership with OARTY, and may use their associate membership dues towards their full membership should the change occur within the same membership year. Full members no longer providing residential care or day treatment services may switch their membership to associate membership. As noted in the Privacy and Refund Policy, membership dues are non-refundable.

Responsibilities:

OARTY Staff, Board of Directors and the Member Services Committee

References/Attachments:

OARTY By-Law No. 1, Sections 42 through to 49; Membership Fees Policy; Privacy and Refund Policy