

British Dietetic Association (BDA) Membership Bylaws

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1. Student Members

Eligibility

Any person who is currently attending one of the BDA accredited colleges/universities in the UK, studying a HCPC approved course in dietetics and/or nutrition which leads to the eligibility to apply for registration as a dietitian with the HCPC, is entitled to join as a BDA UK Student Member.

Anyone who is undertaking full training as a dietitian overseas, who's university/institution is partnered with a UK accredited university or dietetic course, is entitled to join as a BDA International Student Member.

Procedure to apply for membership

Student membership applications are made online, which includes an automated approval process whereby their current course tutor (or partner tutor) confirms they are attending the college/university stated in the year stated.

Student membership runs annually from 1 November to 31 October.

2. Associate Members

Eligibility

BDA Associate Membership is open to anyone who is either:

- A Dietetic Support Worker who is working under the direct supervision of a Dietitian in the UK, or
- A Nutritionist with a recognised and approved Human Nutrition Degree working in a Nutrition and Dietetic Service while supervised or managed by a Dietitian, or
- A registrant of the Sports and Exercise Nutrition Register (UK and Overseas)

Procedure to apply for membership

Associate membership applications are made online.

The BDA has two levels and (costs) of Associate membership for Dietetic Support workers;

- NHS Band 4 and below
- NHS Band 5 and above

3. Full Members

Eligibility

Any person who is currently registered with the HCPC, has previously been registered with the HCPC and/or has completed a course of study and training which leads to eligibility to registration with the HCPC, is eligible to join as a full member.

Any person who qualified outside the UK would need to be currently registered with the HCPC or must demonstrate they have previously been registered with the HCPC. It is the responsibility of the individual to obtain and provide this evidence.

Procedure to apply for membership

Full membership applications are made online.

The application process requires the prospective member to confirm they are currently/previously HCPC registered or eligible for registration.

Change of circumstance

Existing full members (only) are able to transfer onto subsidised membership options should their circumstances change:

- a) Non-Practising
- b) Parental Leave
- c) Retired

(a) Non-Practising

Eligibility

BDA non-practising membership category allows existing Full Members (only) of at least 1 year, to retain BDA membership at a reduced rate to keep up-to-date with the profession and continue to receive regular dietetic news and information, whilst taking a break from working in dietetics.

Please note, professional indemnity insurance cover and trade union support is not available for this category.

Procedure to apply for membership

Existing full members can apply to transfer onto the Non-Practising category online. If Non-Practising members return to dietetic practice, they are required to transfer back to the BDA full member category immediately.

This can happen at any point during their annual membership.

(b) Parental Leave

Eligibility

BDA Parental Leave membership category allows existing Full Members (only) of at least 1 year, to retain BDA membership at a reduced rate whilst taking maternity, parental or adoption leave.

Parental Leave membership includes all of the same benefits as full membership including Professional Indemnity Insurance and Trade Union cover.

Procedure to apply for membership

Existing full members can apply to transfer onto the Parental Leave category online at any point in their membership year, provided they inform the BDA giving 1 months' notice of their leave period.

The Parental Leave option is available for the duration of a members' period of parental leave from work, up to a maximum of 1 year (12 calendar months). Members must inform the BDA of the date of their return to work, and if they return to dietetic practice before this 12month period, they are required to transfer back to the BDA full member category immediately.

(c) Retired Category

Eligibility

BDA Retired membership category allows existing Full Members (only) of at least 1 year, who are no longer registered with the HCPC and who no longer intend to work in dietetics, to retain BDA membership at a reduced rate to keep up-to-date with the profession and continue to receive regular dietetic news and information.

Procedure to apply for membership

Existing full members can apply to transfer onto the Retired category online at any time in their membership year. If Retired members return to working in dietetics, they are required to transfer back to the BDA full member category immediately.

4. Affiliate Members

Eligibility

BDA Affiliate membership is available to anyone who is either:

- A dietitian trained overseas, either not registered with a professional association overseas, or a member of an Association which is not a member organisation of ICDA or EFAD, and who does not qualify for BDA International membership.
- A nutritionist who has completed a recognised degree in human nutrition.
- A UK citizen who is undertaking recognised training in nutrition and dietetics overseas.

Procedure to apply for membership

Affiliate membership applications are made online, and all documents are uploaded with the application:

- Applicants who are nutritionists would need to provide proof of their degree (e.g. a copy of their certificate or letter from the relevant college/university where they completed their degree) plus details of their current or most recent position.
- Applicants who are dietitians trained overseas would need to provide proof of their association membership and/or overseas qualification along with details of their current or most recent positions.

5. International Members

Eligibility

International Membership is open to:

Anyone who has undertaken recognised education and training in nutrition and dietetics overseas, and is

- not currently HCPC registered in the UK and is not practicing in the UK
- a full member of a dietetic association recognised by ICDA or EFAD, or an association which has similar aims to the BDA.
- on the HCPC register of visiting European health professionals, or
- a UK trained dietitian working overseas and a full member of the association of the country in which they practice. (Note: They can retain full membership of the BDA or become an international member in this category.)

If a person joins this category and subsequently obtains full HCPC registration to work in the UK they would be required to transfer to the BDA Full member category immediately.

Procedure to apply for membership

International membership applications are made online and all documents are uploaded with the application. Applicants need to provide proof of their association membership and/or overseas qualification along with details of their current or most recent positions.

6. Alliance Members

Eligibility

BDA Alliance membership is open to anyone who has an occupational interest in nutrition and dietetics, supports the aims of the British Dietetic Association and is not eligible for membership in any other category.

This would include food workers not supervised by a dietitian; catering managers and staff in any setting including health, care, schools, prisons, hospitality; Doctors; nurses; Allied Health Professionals; food scientists or technologists; public health or health promotion staff or health trainers.

Procedure to apply for membership

Affiliate membership applications are made online.

7. General

Applications

All membership applications will be assessed against the membership eligibility criteria. Membership will usually begin from the 1st day of the next month, unless otherwise agreed by the BDA.

All membership applications are automatically approved based on the information provided and upon successful payment. Any applicants providing untrue information could be removed from membership and subject to disciplinary proceedings and not eligible for any membership refund.

Reporting

For auditing purposes, figures are kept on the number of applicants joining the BDA each year including the amount paid.

BDA Board of Directors and members may receive reports on membership figures, finances and other data from time to time. All personal data requested from and provided by members will be stored and used in line with the requirements of the Data Protection Act, GDPR and any other active UK legislation.

The BDA Privacy Statement can be accessed online at www.bda.uk.com/privacy.

Annual Subscriptions

BDA Board of Directors sets annual subscription fees which are made available at www.bda.uk.com. All BDA memberships are for one full calendar year, and membership must be upheld for this full period.

Members are able to resign from the BDA once their full membership year payment has been settled in full. Members wishing to resign their BDA membership must notify the BDA in writing via email to membership@bda.uk.com giving at least one month's notice of their desired termination date and completing any outstanding payments in full before this can be actioned.

The BDA will not issue refunds on subscriptions paid if members fail to notify the BDA of their intent to resign more than one month after the start of their new BDA Membership year. Any member whose fees are more than one month in arrears will be removed from membership and will not receive any benefits or services of membership thereafter, including not being eligible to vote in any Annual General Meeting. The BDA is not obliged to back-date any membership or access to services including Trade Union.

Payment

All BDA memberships are for one calendar year. The option to pay the annual membership subscription by monthly Direct Debit instalments is not a part yearly membership; it is simply intended as an option to spread the cost.

Membership payments must be upheld for the full membership year. If Direct Debit instalment payments are cancelled by the member, or fail on two consecutive occasions, the whole amount outstanding immediately becomes due for payment. If this payment is not made, the membership will be cancelled immediately and the amount outstanding will be recoverable by the BDA or may remain on the members file. This outstanding amount will need to be paid before the person could re-join BDA membership in the future.

Rejection

Any person who is refused BDA membership will have the right to appeal. Individuals must write to the Honorary Secretary c/o membership@bda.uk.com, stating the reason they feel they are eligible for membership. This appeal will be taken to the next available BDA Board of Directors meeting for assessment, providing the letter of appeal is received no less than 2 weeks prior to the Board of Directors Meeting.

The individual will be notified of the outcome of their appeal following the meeting. Board of Director's decision will be final.

Suspension and Appeal

The BDA has the right to terminate or suspend membership of any member for any of the following reasons:

- Disciplinary Action
- Failure to pay membership subscriptions
- Failure to pay any other money outstanding to the BDA.

When a member is due to be suspended or membership cancelled for non-payment of either subscriptions or other outstanding money, the BDA will advise the member of their intention, and providing the outstanding money is paid within the allotted time stated on that notification, the decision may be reversed. If the money is not paid within the allotted time, then the membership will be cancelled.

The amount outstanding will be recoverable by the BDA and will remain on file and will need to be paid before the individual could re-join the membership in the future.

The member will then have the right to appeal in writing upon notification of their membership being cancelled. Notice of such an appeal must be given c/o Honorary Secretary of the Association in writing to membership@bda.uk.com within twenty-one days of notification to the person concerned of the decision. This appeal will then be taken to the next available Board of Directors meeting.

The decision of Board of Directors will be final.

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