

Your Work Update (please update your competencies / working conditions as appropriate)

Job Title and Grade	Weekly Hours	Hours in Andrology	Qualifications (circle all)
			HNC HND BSc MSc PhD Other
Are you state registered? (circle) Yes / No	If so, in what discipline?		
Is your institution (circle)	Tertiary Referral/ Teaching Hospital	District General	
	Private healthcare	Other (state)	
Are your services (circle)	Local	Regional	
Areas of Work (please tick appropriate)	Tick	Responsibility level U – unsupervised S – supervised A – Accountable for	
Diagnostic Semen Analysis			
Post vasectomy analysis			
Sperm cryopreservation and storage			
Sperm preparation (diagnostic)			
Sperm preparation for treatment			
Semen biochemistry			
Process and counsel patients for sperm banking			
Process and counsel potential sperm donors			
Provision of results and interpretation			
Pre-examination processes e.g. admin, specimen reception			
Writing patient/user information			
Formal teaching			
Training of staff			
Supplies and ordering			
Budget Holder			
Research and development			
Write procedures			
Originate procedures			
Policy and service development			
Quality management			
Other e.g. haematology, microbiology, cytology, histopathology			

Terms and Conditions of Membership

- Membership runs from the 1st April of one year until the 31st March the next. Membership applications will be processed according to the following scheme;

Date on application	Membership expires
Any time up until 31 st December in any year	31 st of March the next year
1 st January until 31 st March in any year	31 st of March the year after

- A standard e-mail will be sent out to all members at the beginning of February reminding them that their subscription is due for the next year.
- Membership fees will be collected from the 1st March onwards for that year's membership. Renewals sent prior to this date will not be processed until the 1st March. It is the responsibility of the member to ensure that renewals arrive in a timely manner.
- In situations where members fail to renew prior to the renewal date of the 31st March ABA will contact the members to request payment according to the following scheme;

Date	Action by ABA
End of May (2 months overdue)	Payment overdue standard letter sent
End of July (4 months overdue)	Final notice letter sent
End of September (6 months overdue)	Removal of membership rights letter sent and membership revoked.

- Members can apply for re-admission to the association at any time subject to payment of any membership arrears outstanding at that time. Such situations will be dealt with on an individual basis as and when required.
- Included for new members of the ABA is inclusion into the ABA Voluntary Register of scientists and associated professionals working in the field of clinical andrology. All existing members will have their details added to the register at their next renewal. Any members who do not wish to be part of this valuable resource must express this wish to the Membership Secretary in writing.
- It is ESSENTIAL that members register (or re-register) with a valid e-mail and to ensure that any changes to this e-mail address are communicated to the Membership Secretary. Not only will this allow access to the members' area of the ABA website but also ABA is committed to being as environmentally aware as possible and as such wherever possible information will be sent to members electronically.
- The considered decision of the ABA Executive committee is final on any matter concerning a membership issue and no further correspondence will be entered into.