



Association of Speech-Language Pathologists  
Federation of Professional Bodies  
The Professional Centre  
Sliema Rd.  
Gzira GZR 06

## STATUTE

### **1 Name**

The name of the association shall be 'Association of Speech-Language Pathologists', hereinafter referred to as 'the Association' or ASLP

### **2 Mission**

The mission of the ASLP is to promote the profession and ensure highest quality services through safe guarding the code of ethics, updating professional standards and creating opportunities for continuous professional development. It is a vehicle through which professional views can be disseminated to other organisations and public institutions. It creates opportunities to raise public awareness regarding Speech-Language Pathology.

### **3 Aims of the Association**

1. To promote the profession.
2. To safeguard the code of ethics as specified by the Association.
3. To update professional standards with current developments.
4. To raise public awareness regarding Speech Language Pathology and be a voice for the communication impaired as need arises.
5. To maintain international and local communications with similar organisations.
6. To provide opportunities for continuous professional development.
7. To take any appropriate measure to fulfill the above aims.

The Association is a non-profit making organization and any funds raised are used solely to upkeep the above aims.

### **4 Registered Address**

The registered address of the ASLP shall be Federation of Professional Associations, The Professional Centre, Sliema Rd., Gzira GZR1633 or any other



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address as determined by the Association Committee (defined hereunder). The Association may also make use of electronic address and contacts.

## **5 Membership of the Association**

Anybody, who has a recognized qualification to practice as a Speech- Language Pathologist (SLP) in Malta and who is also registered with the Council for the Professions Complimentary to Medicine, can apply for membership within the Association. Application for membership will be made on the appropriate form, addressed to the secretary of the Association and approved by the Committee.

### ***5.1 Student Membership***

Students following a degree course or equivalent in the area of Communication Sciences leading to the professional qualification of SLP may apply for associate membership. Student members will be recognized as associate members. Application for student-membership will be made on the appropriate form, addressed to the secretary of the Association and approved by the Committee.

## **6 Registration Fee and Annual Renewal of Membership**

Initial registration fee will be of €12 per member. First time members will pay €2.33 for every month until the end of the respective year. Consequently, an annual membership fee of €28 is payable on the 1<sup>st</sup> of January of each year after year of registration. Student membership fee will be of €12 annually. Membership fees are payable to the treasurer and are subject to change by Committee upon approval either at the Annual General Meeting (AGM) or Extraordinary General Meeting (EGM).

## **7 Termination or Suspension of Membership**

To resign from the Association a member must inform the secretary in writing.

Suspension of a member can take place for one of the following reasons:

- . The breaching of the Code of Ethics.
- . The misuse of the premises or equipment belonging to the Association.
- . Failure of payment, within 1 year from when membership fee is due, following 2 reminders in writing by the treasurer.



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For **suspension** of a member to take place, there must be four-fifths majority of the Committee in favor. A person, whose membership has been terminated, may register, as a new member if he/she desires so given this was not based on ethical misconduct.

## **8 Association Committee**

The Committee of the Association shall consist of seven members: ***President, Vice-president, Secretary, Treasurer, Ethics officer and two members.*** All members of the Association shall be eligible for election as officials for two years. Elections take place during the AGM or EGM called for this purpose. All full members, who have their membership fee paid up to the respective year and are present at AGM are eligible to vote. On the year when elections are not due a vote of confidence is taken. Should there be any objections an EGM is to be called within a month to elect a new Committee. Student members do not possess any voting power. Both full members and student members will be entitled to participate in the debate.

### ***8.1 Nomination***

Any full member who has the membership fee paid up to the respective year may be nominated for election as a Committee official. All officials serving in the Committee are to be elected during the AGM or EGM called for this purpose. Each candidate must be nominated and seconded by two different members. Nominations have to be formally made and seconded in writing. These are to be submitted at the AGM. An electoral commission made up of 2 members is to be approved by those present at the AGM when an election needs to take place. If more candidates than required submit a nomination a secret vote may be taken and supervised by the electoral commission.

### ***8.2 Assignment of officials***

Once the Committee members are elected the official posts are decided amongst those elected during the first ensuing Committee meeting. The posts are to be communicated to members following such meeting.

### ***8.3 Suspension of officials***

Any official who does not attend two consecutive meetings without a valid reason will be removed from office. In this situation the Committee may approach any



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full member to fill the post of official. Confirmation of office is by majority vote within the Committee.

#### ***8.4 Term of office***

The post of president should not exceed three consecutive terms (six years) unless in exceptional circumstances. The president can be reelected after one term has elapsed. For continuity purposes, when a new president is elected, the secretary's post will not be contested. There should not be a new president and a new secretary within the same term.

### **9 Duties of Officials**

#### ***9.1 President***

The president has the following responsibilities:

1. Call meetings.
2. Preside over such meetings.
3. Explain the matters to be discussed.
4. Ensure the execution of the decisions taken.
5. Ensure that minutes of meetings are kept. These are to be read out at the next meeting to confirm their correctness. President or Secretary or their substitute present at that meeting signs these.
6. Represent the Association at formal events.

#### ***9.2 Vice-President***

In the absence of the president, the Vice-president shall, assume his/her responsibilities. Whenever both president and vice-president are unable to attend, the members present shall elect their own chairman for that meeting.

#### ***9.3 Secretary***

The Secretary has the following responsibilities:

1. All correspondence, except that relating to financial matters, which should be dealt with by the treasurer.
2. Communication with the members and outside parties.
3. Keep the minutes of every meeting.
4. Confirm their correctness by signing them.



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5. Coordinate with the treasurer to keep an up to date list of paid up members and seek ways of encouraging continuation of membership and engaging new members.

In the secretary's absence another member present will then be nominated to act as secretary for that meeting.

#### **9.4 Treasurer**

The Treasurer has the following responsibilities:

1. Administer the finances of the Association.
2. Collect registration and membership fees.
3. Represent the Association in all judicial matters.
4. Keep accounts updated.
5. Submit a financial report at the AGM.
6. Coordinate with the secretary to keep an up to date list of paid up members and seek ways of encouraging continuation of membership and engaging new members.

No expenditure on behalf of the Association may be incurred without the specific or general authorizations of the Committee.

#### **9.5 Ethics Officer**

The Ethics officer has the following responsibilities

1. To coordinate the work of the ethics Sub-Committee as described hereunder.
2. To ensure that the Code of Ethics of the Association is kept up to date with current needs.
3. To ensure that there is dissemination of the Code of Ethics amongst ASLP members.
4. To represent the ASLP on matters related to Ethical issues.

### **10 Meetings of the Association**

#### **10.1 General Meetings of the Association**

An AGM shall be called by not later than the 31<sup>st</sup> of May of each year, for the following purposes:

1. To present the annual report.
2. To present the financial report.



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3. To elect or confirm the Committee officials.
4. Other matters presented in the meeting's agenda.

### ***10.2 Extraordinary General Meetings of the Association***

An EGM can be called at any time, when two-thirds of the members request such a meeting. A quorum of 51% needs to be reached for a meeting to start. An agenda has to be set prior to the meeting. Only set agenda can be discussed at the meeting.

### ***10.3 Committee meetings***

1. Committee meetings are to be held at least every eight weeks on agreement of Committee members.
2. Members are to be informed of the date, venue, time and agenda beforehand.
3. A meeting can only be held if a quorum is reached. If this is not possible the meeting is to be postponed to a later date.
4. Members unable to attend are to inform the president or secretary beforehand giving valid reasons.
5. All decisions are to be taken by majority vote.

## **11 Filling of Vacant Posts in Committee**

Vacancies in Committee shall be filled by co-opting the member or members who, at the General Meeting for the election of the Committee, obtained the next highest number of votes. If there are two or more of such members, the more senior in membership shall be appointed. If no one is available, it shall be within the discretion of the President either to call an EGM for the filling of the vacancy/vacancies or to leave the vacancy/vacancies open until the next General Meeting. The Committee reserves the right to co-opt a member to fill in the vacant post at any time during the year.

## **12 The Ethics Sub-Committee**

The Ethics Sub-Committee supports the mission and objectives of ASLP by upkeeping the code of ethics and standards of professional practice, it also addresses ethical complaints by responding to charges of ethical misconduct



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and investigating any charges brought before the Committee. This Sub-Committee is to be made up of 3 members. It is chaired by the ethics officer who is also a member of the Association Committee assisted by 2 other members from amongst the members of the Association.

**12.1 The duties of the Ethics Sub-Committee include:**

1. To monitor developments, both in Malta and internationally, of an ethics nature and ensure that the locally applicable regulations are in line with such developments.
2. To consider all matters under jurisdiction concerning questions of professional ethics and conduct brought to its attention or other matters as assigned by the Association Committee.
3. To receive and investigate all complaints referred to the Association concerning alleged violations of the Code of Ethics and Professional Conduct. Complaints can only be lodged against current members of the Association.
4. To serve as advisor on issues related to the interpretation and application of the Code of Ethics and Professional Conduct.
5. To be responsible for studying and reporting to the Association Committee on proposed amendments to or changes in the Code of Ethics and Professional Conduct.
6. To be a point of referral for clients/patients who may contact the ASLP both to request relevant information about the profession or to initiate a complaint.
7. To provide information to clients on how to make a complaint to the appropriate board.
8. To receive annually a log of CPD activities attended by all ASLP members to ensure all members are in line with Code of Ethics in this respect.

**12.2 Limitations of the Ethics Sub-Committee**

1. It has no authority to investigate members of other professions or members of their own profession who are not members of the Association.
2. It is important to realize that there are limits to the sanctions the ASLP can levy against one of its members. In many cases, where the infraction is relatively minor, the professional may be educated about the ethical standards or they may be required to take additional training or agree to limit their practice to areas in which they are competent.
3. The most severe sanction the ASLP can enforce is suspension from the Association. The ASLP has no legal authority to stop an SLP from providing services to the public however the ethics Sub-Committee may be asked to present a case in front of the Council for Professionals Complimentary to Medicine.



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### ***12.3 Ethics Sub-Committee Office***

The Sub-Committee is elected for two calendar years. The Ethics officer is to be elected according to the procedure set for other officials of the Committee. The other 2 members are to be nominated by the Association Committee and approved by the members of the Association during the AGM or EGM called for this purpose. If chosen candidates are not approved by the members others are to be sought. The ethics officer and members on the Sub-Committee may sit on the Sub-Committee for as long as they feel they can contribute given they have the approval as explained above.

### **13 Amendments to statute**

Amendments to this statute are to be duly proposed and seconded to be discussed at a duly notified General Meeting (an AGM or EGM). Adoption of such amendments requires the support of two-thirds of the Association members present at the meeting.

### **14 Dissolution of the Association**

Dissolution of the Association requires the presence of 75% of the Association members at a meeting convened specifically for the purpose. Each member shall have one vote. A majority vote is required. Upon dissolution, all debts are to be paid and remaining assets should be devolved to an organization with similar aims as the Association.