



Membership Application Form

Entity Name: _____
 Contact/Title#: _____
 Mailing Address: _____

Web: _____
 Email: _____
 Tel: _____
 Mobile: _____
 Fax: _____
 Other: _____

Is this your National Office/ Headquarters? Yes No

Please **attach** brief description of services (no more than 100 words), and submit with completed form to:
 Queensland Clinical Trials Network Inc., P.O. Box 2366, Toowong D.C., Queensland 4066

Membership Category being applied for (see below for details and see overleaf for membership conditions)

Category	FTE	Annual Fee

I the undersigned, understand and agree to the conditions of membership (over the page).

Signature of Applicant

*Signature of Proposer**

*Signature of Secunder**

Name:
Title:
Date:

Name:
Title:
Date:

Name:
Title:
Date:

[NB: #The person who will act on behalf of the member; *Proposer and Secunder must be members of the QCTN from different member entities]

Categories of Membership

Ordinary Members

Eligibility:

- (a) Must be an organisation;
- (b) Must be actively involved in conducting clinical trials in Queensland or interested in conducting clinical trials in Queensland; and
- (c) Must support the objects of the Association.

Subclasses & voting rights of subclasses of membership are outlined below.

FTE	Votes	Annual Fee*
1 to 5 FTE	2	\$955.00
6 to 10 FTE	3	\$1,550.00
11 to 25 FTE	4	\$1,995.00
26 to 50 FTE	5	\$2,630.00
>50 FTE	6	\$3,100.00

Affiliate Members

Eligibility:

- (a) Must be an organisation;
- (b) Must provide associated services or support to the clinical trials industry; and
- (c) Must support the objects of the Association.

Affiliate members have no votes.

Subclasses of membership are outlined below.

FTE	Annual Fee*
1 to 5 FTE	\$840.00
6 to 10 FTE	\$1,315.00
11 to 25 FTE	\$1,675.00
26 to 50 FTE	\$2,270.00
>50 FTE	\$2,630.00

Individual Members

Eligibility:

- (a) must be a natural person over the age of 18 years;
- (b) Must be involved in conducting clinical trials in Queensland; and
- (c) Must support the objects of the Association.

Each individual member has 1 vote.

FTE	Votes	Annual Fee*
1	1	\$495.00

Conditions of Membership

Membership Conditions

1. As an Association of Members who are Queensland based clinical trials and related service providers, we seek to encourage membership to QCTN of like minded well regarded providers, representing all aspects of this sector, who are willing to maintain standards of Good Clinical Practice (GCP).
2. In seeking membership, you are indicating to the Committee that you are eligible to be considered for membership, and are not aware of any reason that the Committee needs to be advised of, that may limit your ability to be considered as a member of QCTN.
3. You agree to abide by the rules of the Association (and as they may be amended), and understand that ongoing membership is subject to the adherence to same.
4. Membership is subject to payment of an annual fee (inclusive of GST) determined by FTEs involved in clinical trial activities as outlined over the page. The Management Committee may determine that the annual subscription shall be payable in installments.
5. The Management Committee (at its discretion) may waive all or any part of the joining fee payable by a new member.
6. A right, privilege, or obligation which an entity has by virtue of its membership of the Association:
 - a. Is not capable of being transferred or transmitted to another organisation; and
 - b. Terminates upon the cessation of its membership, whether by resignation or otherwise.

Termination of Membership & Winding-up

7. A member of the Association ceases to be a member if:
 - a. The member resigns;
 - b. The member is expelled; or
 - c. Where the member is a natural person, that person dies.
8. If a member ceases to be a member of the Association for whatever reason, the member forfeits any membership fee or subscription, which has been paid to the Association, and there will be no obligation on the Association to return any or all of such amounts.
9. In the event that a member decides to cease their membership - they must advise the Management Committee in writing and such notice will be effective as of the date of the next Management Committee Meeting - following receipt of notice.
10. The management committee may terminate membership if a member conducts them self in a way considered to be injurious or prejudicial to the character or interests of the association. This includes filing for bankruptcy or becoming bankrupt.
11. If the Association is wound up, the members are not liable to contribute towards the payment of debts and liabilities of the Association or the costs, charges and expenses of winding up the Association.

Members Values and conduct

12. Members are committed to the principles of the National Statement on the Ethical Conduct of Research Involving Humans published by the National Health and Medical Research Council.
13. Members will conduct their services with objectivity, accuracy and integrity.
14. Members will adhere to applicable local, national, and/or international laws and regulations in performing clinical research.
15. Members will monitor changes in laws and regulations affecting the rights and safety of human participants in clinical research and the integrity of data to ensure that their policies and procedures conform to those changes.
16. Members will support laws and regulations that enhance the rights and safety of human research participants and safeguard the integrity of data
17. Members will strive to identify and address potential conflicts of interest that may affect the rights and safety of human participants in clinical research and the integrity of data.
18. Members will respect the confidential nature of the health information obtained from individual study participants, as well as the proprietary information of their clients.
19. Members will promote good clinical practices through appropriate demonstrable educational initiatives.
20. Members will adhere to the Queensland Biotechnology Code of Ethics (Update 2006).

QCTN Activities

21. QCTN will undertake activities to assist the members, and these activities may be made available to non-members at a premium.
22. In order to record and report progress of QCTN, from time to time it will be necessary for members to provide certain metrics which will enable de-identified amalgamated statistics to be reproduced.
23. All data collected will be treated as private and confidential, and where possible, will be gathered in an anonymous format.
24. Member lists, contact details and brief capability statements will be available to all members.
25. Members are not permitted to provide the detailed list to any persons, or entities outside of QCTN.
26. Limited member details will be available to wider audiences (e.g. on the QCTN website, on marketing material, etc.)
27. Promotion and marketing by QCTN will be based on member provided material and information.
28. Ordinary members (regardless of subclass) must nominate one person to act on behalf of their organisation.
29. Members are encouraged to utilise the QCTN logo on their marketing material, however, cannot use the QCTN logo without the prior written approval of QCTN.
30. Reasonable criticism of the conduct or views of a member or applicant for membership at any meetings of the Association or of its Office Bearers, committees or subcommittees shall be privileged.
31. All communications, correspondence, reports and other papers and documents relating to the admission, reinstatement or disciplining of members (including reports of the Membership Applications and Review Committee) shall be privileged and must not be passed out of the custody of the responsible officer(s), nor shall any of the contents be disclosed other than to members of the Association or their duly appointed representatives.

Office Use Only

Date Considered	Decision	Date Advised