

FertilityCare™ Centres of Australasia

GUIDELINES FOR APPLICATION

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1. AFFILIATION

Applications for Affiliation with FCCAu need to be submitted by **Sunday 1 March 2020**.

- Please contact the Board on affiliation@fertilitycare.com.au prior to this date if there are special circumstances you would like acknowledged.
- FertilityCare professionals, both FCP and medical, whose names do not appear on an Application for Affiliation by this date will be assumed to be no longer offering FertilityCare or NaProTECHNOLOGY services.
- Only FCCAu affiliates can display contact details on the website www.fccau.org
- Only FCCAu FCP affiliates within Australasia can order CrM teaching materials.

2. PROPOSED NAME OF CENTRE

When choosing a name for your centre, please keep the following FCCAu guidelines in mind:

Each individual affiliate will be given a certain amount of freedom in choosing their centre name. However, this must include the term “FertilityCare™” in that name. For medical affiliates, their practice name would include the term ‘FertilityCare™’ or ‘NaProTECHNOLOGY’. This is mandatory in order to identify the Centre's affiliation with FertilityCare™ Centres of Australasia, Inc.

ACCEPTABLE CENTRE NAMES

The program might be called a:

- FertilityCareTM Centre
- FertilityCareTM Services
- FertilityCareTM Program
- Department of FertilityCareTM Services, etc.
- For Medical Affiliates, their practice name would include the term 'FertilityCareTM or NaProTECHNOLOGY'
- For pre-existing Centre names, a formal sub-title could be added, eg 'offering FertilityCare services, or 'offering NaProTECHNOLOGY services'

Centre names are encouraged to reflect an orientation to:

- professional
- service
- mission
- allied health

UNACCEPTABLE CENTRE NAMES

- Proposed centre names may not include personal names or initials, trademarked names, or names solely after a city.
- A non-English name must include the translation on the application form.
- The applicant must also include the rationale behind the centre's chosen name and what the applicant wishes to convey with the centre's name on the application form.

PROPOSED GEOGRAPHIC CENTRE NAMES, RULES, AND GUIDELINES

State Names

- No state/territory name in entirety can be used.

City Names:

- With limited exceptions, centres named solely after a city with no qualification will not be approved. A centre named after a city that is qualified by identifying a section or area of such city will be considered.

- A centre named solely after a city may be approved if the population is under 40,000.

APPROVAL AND PROTECTION OF CENTRE NAMES

- Proposed names will be submitted for final approval to the Board of Directors of FertilityCare™ Centres of Australasia.
- The use of the term “FertilityCare™” will be limited to FCPs and MC’s who are certified (CFCP) or in the process of becoming certified with AAFCP. In other words, **it will represent only Creighton Model FertilityCare Services.**

SPECIAL CONDITIONS

- Where a centre name already exists, but does not include the name ‘FertilityCare’ or ‘NaProTECHNOLOGY’, it may be acceptable to add a sub-heading to your official centre name in order to meet these requirements. Please submit your suggestions to the Board on your Application for Affiliation.
- The approved centre name is to be used on all stationery and marketing materials.
- Names used for websites must reflect the general intent of this document, bearing in mind some website names may already be registered.
- Please contact the board on affiliation@fertilitycare.com.au if you have specific questions regarding your centre name. These will be addressed at the time your Application is being processed.

6. CERTIFICATION

- Certification with the AAFCP (American Academy of FertilityCare Professionals) is a straightforward and worthwhile process. It is a wonderful opportunity to access collegial feedback on your more difficult cases, from very experienced Certified FertilityCare Educators.
- The Certification process can take time, so we have made allowances for this in the FCCAu application process.
- **Please see www.aafcp.net for online application forms to begin the process of certification.**

7. **ROLE OF RESPONSIBLE PRACTITIONER**

Please read the below clarifications on the role of the Responsible Practitioner for a Fertility*Care* affiliate:

NB: In an Independent Affiliation, the individual CFCP operating the centre would automatically be the Responsible Practitioner.

Role of Responsible Practitioner (RP)

- Is ultimately responsible for professional operations of the Fertility*Care* Centre in accordance with the affiliate agreement with Fertility*Care* Centres of Australasia (FCCAu);
- Ensures the Fertility*Care* Centre meets requirements for affiliation and renewal with FCCAu;
- Ensures appropriate representation as an FCCAu affiliate in marketing efforts;
- Completes and submits renewal application annually with renewal fee;
- Submits statistics for activity of Centre as required on application for renewal;
- Facilitates and/or encourages appropriate continuing education for practitioners affiliated with Centre, utilizing;
 - AAFCP accredited meetings
 - Recordings from AAFCP accredited meetings
 - Local Creighton Model meetings or in-services
- Is responsible for accuracy and appropriateness of publicity/marketing efforts of the Centre;
- If features NaProTECHNOLOGY, maintains relationships with Certified Fertility*Care* Medical Consultant;
- Responsible for communication between FCCAu and practitioners in their Centre;
- Communicates their role as a responsible practitioner with other practitioners in the affiliate;
- Develops, reviews annually, and updates as needed policies and procedures for the Centre.

8. ROLE OF MEDICAL AFFILIATES

Medical Affiliates are Medical practices operated by Certified FertilityCare Medical Consultants (CFCMC), or by Natural Family Planning Medical Consultants (NFPMC) who are working towards certification.

Benefits to Medical Affiliates of affiliation with FCCAu:

- Medical Affiliates can sign a collaborative agreement with CFCPs, allowing the FertilityCare affiliate the ability to advertise NaProTECHNOLOGY.
- Medical Affiliates will be able to advertise practice contact details and website on the www.fccau.org website.
- Other NFPMCs will have only their name and city of practice listed.
- Certified Medical Affiliates can be invited to participate in the teaching portion of CrM FertilityCare Education programs directed in the Australasian region.
- A primary purpose of Medical Affiliation is to unite CFCMCs region-wide, leading to:
 1. Collegial networking;
 2. Improved quality of medical care;
 3. Professional development opportunities in the future, eg:
 - Case discussions and clinical presentations by webinar;
 - Online forums for clinical case discussion and questions;
 - Website development to allow Medical affiliates to share protocols and written materials within the CFCMC group, etc.

Differences between the Medical Centre Affiliate and the FCP Centre Affiliate:

- Medical Affiliates are always organisationally separate to FertilityCare Centres.
- Medical Affiliates affiliate under their medical practice name only
- The Collaborative Agreement documents are the responsibility of the FertilityCare Centre Affiliates.

- Medical Affiliates are not able to order CrM FertilityCare teaching supplies

9. AFFILIATION APPLICATION FEE

The annual affiliation application fee of \$170 applies to all full and provisional affiliates. The annual application fee for Associates is \$40.

- **This fee only covers the annual administrative costs of running FCCAu.**

To ensure absolute transparency of the ongoing financial management of FCCAu, please be aware that:

- Based on feedback from current FCPs, there are several projects for the benefit of FCCAu Affiliates which the Board would like to progress in the coming years. So far, projects have included the development of a professional website in line with FCCA and printing of materials in Australia.
- Each project will require funding, and Affiliates will be offered the opportunity to contribute towards each project as the need arises.

10. QUESTIONS

Please submit any questions regarding the affiliation process to the Board on affiliation@fertilitycare.com.au

11. FEEDBACK PLEASE

As you are aware, these Affiliation forms have only been developed for FCCAu in the past 3 years. Much of this paperwork is based on the formats used by FertilityCare Centers of America (FCCA). We have made many adjustments so that these documents are as simple and straightforward as possible.

This year is the first year that affiliation forms are available via the FCCAu website.

The Board of Directors does appreciate all feedback & suggestions regarding your

experience of the FCCAu Affiliation process.

Feedback can be sent to

affiliation@fertilitycare.com.au Thank you.

The FCCAu Board of Directors

Genevieve Burton (Albury)

Dr Ciara Ross (Mackay)

Andy Wee (Singapore)

Dr Amanda Lamont (Rota) (Perth)

Dwayne Rota (Perth)

