

# Constitution

of the

## South African Clinical Neuropsychology Association (SACNA)

As Amended: 5 June 1988, 11 April 1991, 14 July 1993, 13 July 1995, 22 October 2003.

### 1. Name

The name of the Association shall be the South African Clinical Neuropsychology Association hereinafter referred to as SACNA.

### 2. Objectives

To promote the professional development of clinical neuropsychology in:

- 2.a Supporting a unitary and democratic health care in South African that respects the needs and wishes of all people. Accordingly, in allocating funds and continuing education time, SACNA shall give priority to the primary health care needs of all the people of South Africa, urban and rural, by promoting basic skills devolution and the transfer of neuropsychological technology to primary health care workers while nonetheless recognising that the goal of devolution is best served by concurrently developing a core of highly skilled expert practitioners.
- 2.b Helping in the dissemination of knowledge and skills to those interested in clinical neuropsychology.
- 2.c Providing a body of individuals competent to advise on the teaching of neuropsychology and professional matters pertaining to clinical neuropsychology.
- 2.d Providing a means of identifying individuals competent in matters pertaining to clinical neuropsychology.
- 2.e Fostering and encouraging the development of training facilities for clinical neuropsychology.
- 2.f Fostering international co-operation in neuropsychology.

### 3. Legal Personality

SACNA does not pursue profit or gain; can act independently in legal claims and defence; can obtain and alienate property; can make payments in the form of salaries, fees, awards and gifts; and can perform any actions which are compatible with its objectives and which result from its objectives. SACNA exists as a legal personality in its own right.

#### 4. **Membership**

The Society shall consist of:

- 4.a Full Members
- 4.b Associate Members
- 4.c Student Members
- 4.d Subscriber Members
- 4.e Foreign Members

#### 5. **Qualification for Membership**

- 5.a **Full Member.** Any person who has qualified in terms of the “grandparenting” procedure before 31<sup>st</sup> August 1987, or any Associate Member who meets the following criteria:
  - 5.a.i Has been a registered psychologist for at least two years, OR has had a minimum of five years supervised working experience in neuropsychological assessment and treatment and is a registered psychologist.
  - 5.a.ii Has passed an examination of knowledge and skills in clinical neuropsychology OR demonstrated that they have conducted substantial independent research in clinical neuropsychology, substantial being defined as a masters or doctoral thesis or the publication of peer-reviewed research.
  - 5.a.iii The submission of three comprehensive neuropsychological assessments or case studies focusing on assessment or intervention which demonstrate an acceptable level of competence to the examining board appointed by the Executive Committee of SACNA. The examiners may require candidates who have not had extensive clinical supervision to present themselves for an additional clinical examination. Reports should be submitted within a maximum of 12 months after successfully completing the knowledge examination or having a dissertation accepted by the SACNA credentialing committee.
  - 5.a.iv Supply the names of two referees who can attest to the experience and competence of the applicant.
  - 5.a.v Arbitration: Should the Executive Committee be uncertain whether a candidate for membership has met the membership criteria, the Executive Committee shall submit the documentation together with the membership criteria to an impartial and expert arbitrator, who is not a member of SACNA, for decision.
- 5.b **Associate Member.** Any person who is a registered psychologist with an interest in clinical neuropsychology.
- 5.c **Student Member.** Any person who is a registered student at a university in South Africa with at least a Bachelors degree and a major in psychology.

- 5.d **Subscriber Member.** Any professional, qualified individual with an interest in neuropsychology.
- 5.e **Foreign Member.** Any person who is qualified in terms of criteria 5a – 5d above but who is permanently resident outside of South Africa

## **6. Rights and Privileges of Membership**

- 6.a Only Full members are entitled to hold office in SACNA.
- 6.b Full Members are entitled to vote personally, by post or proxy on behalf of absent members upon presentation of written power of proxy.

## **7. Duties and Obligations of Members**

- 7.a All members of SACNA shall abide by the regulations and by-laws of SACNA and further the objectives of SACNA as best they can.
- 7.b Persons more than twelve months in arrears with membership fees shall be dropped from membership of SACNA. Three months written notice of such impending termination shall be given to persons in arrears, and the mailing of a notice to this effect by registered mail to the address in SACNA's possession shall be deemed to fulfil the notice condition herein specified.
- 7.c Acceptance of full membership of SACNA places upon the member an obligation to maintain professional competence in the field of clinical neuropsychology that reflects current scholarship and recent advances. It is therefore incumbent on full members to participate in continuing education as determined from time to time by the executive committee. Failure to do so will result in termination of full membership.

## **8. Fees**

Fees will be set by the Executive Committee of SACNA in the form of a by-law.

## **9. Suspension and Expulsion**

The Executive Committee shall have power to summarily suspend or expel from membership any member whose actions are contrary to the objectives of SACNA or in contravention of any regulation or by-law of SACNA for the time being enforced. Such suspension or expulsion shall be ratified by at least two-thirds majority of the Full Members present at a general meeting.

## **10. The Executive Committee**

- 10.a Composition.
  - The Executive Committee comprises the following offices:
  - 10.a.i President
  - 10.a.ii President elect
  - 10.a.iii Immediate Past President
  - 10.a.iv Secretary

10.a.v Treasurer / Membership Secretary

10.a.vi Two additional Members

The immediate past president will automatically take office if the current president resigns or leaves.

The executive committee shall be elected by a show of hands a General Meeting or by secret ballot if this procedure is proposed and accepted.

10.b Holding Office.

Except in the case of the President, one person may hold more than one office.

10.c Term of Office.

The term of office will begin at General Meeting and continue until the next General Meeting. It will be for not less than two years and not more than three years. Office-bearers will be eligible for re-election, but the President, Past President and President Elect may not hold office for more than one term successively.

10.d Nominations

Nominations shall be made at the relevant General Meeting.

10.e Co-option

The Executive Committee shall have the power of co-option.

10.f By-laws

The Executive Committee shall have the power of making by-laws with regard to the running of SACNA.

## **11. Meetings**

11.a A General Meeting shall be held at least every two years in addition to such meetings as shall be decided on by the Executive Committee.

11.b The Executive Committee shall have a Special General Meeting when it deems it necessary to do so or upon the request to do so by at least 25% of the Full Members of SACNA. Such a request shall be submitted in writing and bear the signatures of the Full Members requesting the meeting.

11.c Members must be notified in writing at least four weeks before a General Meeting and provided with the agenda of such meetings.

11.d At a General Meeting a quorum will comprise 20% of Full Members.

11.e At a General Meeting the majority vote will be decisive unless otherwise stated.

11.f In the case of an equal vote, the President has the casting vote.

## **12. Amendments of the Constitution**

12.a Amendments or additions to the constitution shall be made at a General Meeting convened for that purpose or at regular General Meetings provided that the proposed amendments or additions shall be specified in the notice

convening the meeting. Such amendments or additions shall be carried by a two-thirds majority of those voting.

- 12.b Members wishing to propose amendments to the Constitution should advise the Secretary of such proposals two months before the date of the next General Meeting. All such proposals shall be communicated to members of SACNA at least four weeks before the date of the General Meeting. Proposed amendments must be submitted in writing to the Secretary and must be seconded by at least one other Member.

### **13. Finances**

The Treasurer shall be responsible for all monies accruing to SACNA and shall open an account with a recognised financial institution. A financial report shall be circularised before and discussed at each General Meeting. All disbursements must be authorised by the Treasurer.

### **14. Dissolution of SACNA**

- 14.a SACNA shall be dissolved upon a two-thirds majority decision of members at a General Meeting specifically called for this purpose two months prior to the meeting.
- 14.b Any assets of SACNA shall be distributed in accordance with the decisions of the meeting.

