

**THE PSYCHOLOGICAL SOCIETY OF IRELAND**  
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**RULES FOR THE DIVISION OF HEALTH PSYCHOLOGY**

**1. NAME OF THE DIVISION**

The name of the Division is the Division of Health Psychology, hereafter referred to as the Division.

**2. AIMS**

Overall Aim

To promote best practice in, and lead in the development and application of, Health Psychology.

Specific Aims

To promote awareness of Health Psychology in Ireland as a distinct specialism of psychology in its own right.

To develop Health Psychology in Ireland as a clear and well-defined career pathway for students to follow.

To enhance employment prospects for graduating Health Psychologists in Ireland.

To enhance the recognition of the psychological aspects of health and illness.

To promote the delivery of a multidisciplinary approach to the health services.

To promote high standards of professionalism among members by establishing, maintaining and developing a register of Health Psychologists.

To promote and encourage scientific research in Health Psychology.

To contribute to the ethos of Continuing Professional Development in the Society.

To collaborate with other national and international bodies for the development of the field.

**3. MEMBERSHIP**

3.1. Membership of the Division is open only to graduate members of the Society. There are two categories of membership of the Division; these are as follows:

3.2. Full Membership

An applicant for full membership must fulfil one of the following conditions:

- (a) Hold a postgraduate professional qualification in Health Psychology recognised by the Council of the Society; **or**

- (b) Hold a postgraduate qualification in Psychology **and** have such training and/or experience as may be regarded by the Division Committee as equivalent to 3.2 (a), above (see Division of Health Psychology Membership Application Decision Rules document).

- 3.3. Application for membership of the Division is made to the Division Committee.
- 3.4. An application for membership of the Division shall be signed by two members of the Division who may be required to attest to the applicant's suitability for Division membership.
- 3.5. The Division Committee shall evaluate all applications against the criteria listed above in order to determine those who are to be elected to membership of the Division.
- 3.6. The Division Secretary shall notify the Honorary Secretary of the Society of the names of those elected to membership of the Division.
- 3.7. The Division Secretary shall inform the applicant of the result of his/her application.
- 3.8. When an application for membership of the Division has been refused, the applicant may appeal to Council against the decision within three months. It will be the duty of the Division Secretary to inform an applicant of this right.
- 3.9. When an applicant exercises the right of appeal to Council, the decision of Council shall be final.

3.10. Affiliate Membership

Affiliate membership of the Division is open to graduate members or other subscribers of the Society who fulfil one of the following conditions:

- (a) Be studying a relevant postgraduate training course leading to eligibility for Full Membership under clause 3.2. (a), above.
- (b) Be engaged in an area of work related to Health Psychology recognised for this purpose by the Division Committee.

- 3.11. Application for Affiliate membership shall be made to the Division Committee.

- 3.12. Affiliates of the Division are not entitled to hold office or to vote.

- 3.13. The Division Secretary shall keep a register of all full members and affiliates.

**4. SUBSCRIPTIONS**

- 4.1. Members and affiliates shall pay such subscription as may be prescribed from time to time by the Division and approved by Council. They shall cease to be a member or affiliate if their subscription is six months overdue.
- 4.2. The Division's subscription year shall correspond to the Society's year.

**5. MEETINGS OF THE DIVISION**

- 5.1. In addition to scientific meetings, ordinary meetings, workshops and conferences that the Division may organise from time to time, the Division shall hold an Annual General Meeting.

- 5.2. The Annual General Meeting of the Division shall take place not later than six weeks prior to the Annual General Meeting of the Society.
- 5.3. The following business shall be transacted at the Division's Annual General Meeting:
  - (a) Consideration of the Annual Report of the Committee on the activities of the Division. This report shall include a record of attendance of Officers and Ordinary Members of the Committee at Committee Meetings held since the last Division Annual General Meeting.
  - (b) Consideration of the Division Treasurer's annual financial report.
  - (c) The election of Officers and Ordinary Committee Members.
- 5.4. The Division Secretary shall give the members six weeks notice of the time and place of the Annual General Meeting.
- 5.5. Resolutions and requests for matters to be put on the Agenda shall be received by the Division Secretary not later than one calendar month before the meeting.
- 5.6. The Division Secretary shall give the members two weeks notice of the resolutions and of other matters to be put before the meeting.
- 5.7. A Division General Meeting may be summoned by the Committee at any time; or at the request in writing to the Division Secretary of not less than ten members (or one fifth of members, whichever is greater).
- 5.8. The Division Secretary shall give the members two weeks notice of the meeting and of the business to be transacted thereat.
- 5.9. Only members of the Division shall be entitled to receive notice and vote at General Meetings of the Division.
- 5.10. The quorum necessary for the transaction of business at any Division General Meeting shall be ten members (or one fifth of members, whichever is less) personally present and no business shall be transacted at any such meeting unless a quorum be present.
- 5.11. Voting on business shall be in person only.
- 5.12. General Meetings of the Division shall be subject to the procedures laid down for General Meetings of the Society in its Constitution with the exception of those procedures specified by these Rules.

## **6. THE COMMITTEE**

- 6.1. The business and management of the affairs of the Division shall be conducted by a Committee consisting of a Chairperson, a Division Secretary, a Division Treasurer (the 'Officers'), as well as eight ordinary members. No more than two members of the Committee may be co-opted.
- 6.2. Each year Council shall be invited to appoint a representative to the committee who, if not a member of the Division Committee, shall have observer status.

- 6.3. The Chairperson shall either retire from office or stand for re-election at the Division Annual General Meeting following his/her appointment, and if retiring shall be a Committee Member for the following year.
- 6.4. All other Committee Members shall retire from the Committee or stand for re-election at the Division Annual General Meeting following their appointments.
- 6.5. The Chairperson, Division Secretary, and Division Treasurer may not hold these offices for more than three years consecutively.
- 6.6. Any two or more members of the Division may nominate candidates for election or re-election as Officers or ordinary members of the Committee by depositing the names of such candidates in writing, together with the written consent of the nominees to accept office, if elected, at the office of the Society or with the Division Secretary not later than one calendar month before the date of the Division Annual General Meeting. The Division Secretary shall notify members of the Division of the last date for the receipt of nominations.
- 6.7. All nominations shall be circulated to members of the Division not less than two weeks before the Division Annual General Meeting.
- 6.8. Election of Officers and ordinary members of the Committee is by secret ballot.
- 6.9. In electing Officers, each member voting may vote for one candidate for each position. Each member may vote for at most three candidates for vacant positions of ordinary committee member.
- 6.10. Each election for Officers shall be decided by simple majority of the votes cast in that election. Election for ordinary members of the Committee shall be decided on a 'first past the post' basis. In either case, in the event of a tie, the election shall be determined by lot.

## **7. MEETINGS OF THE DIVISION COMMITTEE**

- 7.1. The Committee shall meet at least four times a year. All members of the Committee shall receive at least seven days notice of a meeting of the Committee.
- 7.2. Four Committee Members at least one of whom is an Officer of the Division shall constitute a quorum for the transaction of business.
- 7.3. The Committee shall have the power to set up regional groups, subcommittees or working parties with special terms of reference. Such regional groups, subcommittees or working parties shall report the Committee annually and/or when they have fulfilled their terms of reference.

## **8. RULES**

- 8.1. Alterations or additions to the Rules of the Division must be approved by the members at a General Meeting of the Division properly convened and held and be subsequently approved by Council.
- 8.2. The Division Secretary shall send a copy of the rules to each new member of the Division and shall notify all members of alterations or additions to the rules.
- 8.3. All members of the Division are bound to abide by and uphold the Code of Professional Ethics of the Society, as well as any rules specific to this Division.