



International Society for Electrophysical Agents in Physical Therapy (ISEAPT)

1. Name and International Recognition

- 1.1 The name of the organisation is the International Society for Electrophysical Agents in Physical Therapy (ISEAPT, hereinafter called the "Society"), an international physical therapy organisation with specific interest in the area of Electrophysical Agents (EPA). EPA is defined as the use of electrophysical and biophysical energies for the purposes of evaluation, treatment and prevention of impairments, activity limitations, and participation restrictions.
- 1.2 The rules and membership requirements for the Society will be consistent with the requirements for recognition as a subgroup of the World Confederation for Physical Therapy.
- 1.3 Procedures not stipulated in these rules will follow those of the WCPT as included in the WCPT Articles of Association and procedural documents.

2. Objectives

- 2.1 The objectives of the Society are to:
 - 2.1.1 Be recognised as a subgroup of WCPT in accordance with the WCPT Articles of Association.
 - 2.1.2 Encourage high standards of physical therapy education, research and practice in particular those of relevance to the Society by promoting (but not limited to) the potential benefits, contributions and limitations of EPAs in the evaluation, treatment and prevention of impairments and functional limitations.
 - 2.1.3 To advocate the adoption of a common terminology and encourage communication and exchange of information including electronic, print and personal exchanges and organisation of international EPA conferences/congresses for physical therapists and other users of EPA.
 - 2.1.4 Encourage scientific research (clinical, non-clinical) and advocate clinical practice guidelines, educational curriculum guidelines and safety standards consistent with the promotion of evidence based physical therapy practice in areas relevant to EPA.
 - 2.1.5 Encourage the development of national organisations of physical therapists that share the objectives of the Society, and to coordinate, liaise and cooperate with other clinical interest groups within WCPT and other external organisations.
 - 2.1.6 Support WCPT in representing physical therapy internationally in all matters related to the practice, education and research of EPA.
 - 2.1.7 Engage in all necessary activities to further the best interests of WCPT.

3. Membership

3.1 Members

- 3.1.1 The national professional organisations representing physical therapists with an interest in EPA. Members must be the WCPT member organisation or group recognised by the WCPT member organisation. Members of the groups must also be members of the WCPT member organisation. Only one organisation per country shall be eligible for membership.
- 3.1.2 Members have full rights and privileges as stipulated by the Society's general meeting and including:
 - 3.1.2.1 The right to be represented and to vote at the Society's general meeting.
 - 3.1.2.2 The right to submit motions and amendments to the rules for consideration at the general meeting of the Society according to the meeting procedures.
 - 3.1.2.3 The right to nominate representatives to hold office during elections at the Society's General Meeting, according to the procedure and terms of Society.
 - 3.1.2.4 The right to have access to research and development funds administered, approved and granted by the Society.

3.2 Member elect

- 3.2.1 An organisation that meets the requirements for membership and awaiting confirmation of member status at the Society's general meeting.

3.3 Associate member:

- 3.3.1 Individual physical therapists who are members of a WCPT member organisation that does not have a special interest group eligible for membership of the Society.
- 3.3.2 Researchers and other professional users of EPA (such as Chiropractors, Occupational Therapists and Athletic Trainers, etc.).
- 3.3.3 Associate members do not have the right to vote or hold office. They may attend the general meeting as observers.
- 3.3.4 Associate members have the right to access research and development funds administered, approved and granted by the Society.

3.4 Assistant member

- 3.4.1 Assistant members are physical therapist assistants, recognised by the WCPT member organisation.
- 3.4.2 Assistant members do not have the right to vote or hold office, nor do they have access to research and development funds administered, approved and granted by the Society. They may attend the general meeting as observers.

3.5 Student member

- 3.5.1 Student members are physical therapist students (undergraduate and postgraduate) undergoing courses at institutions recognised by the WCPT member organisation.
- 3.5.2 Student members do not have the right to vote or hold office. They may attend the general meeting as observers.

3.5.3 Student members have the right to access research and development funds administered, approved and granted by the Society.

3.6 Corporate member

3.6.1 Corporate members are manufacturers and institutions with a direct or indirect interest in the area of EPA.

3.6.2 Corporate members do not have the right to vote or hold office. They may attend the general meeting as observers.

3.6.3 Representatives from Corporate members have the right to access research and development funds administered, approved and granted by the Society.

3.7 Special member

3.7.1 Special membership is an honorary category and is reserved for individuals rendering valuable service to EPA internationally. Special membership may be conferred at the Society's General Meeting.

4. Suspension/Termination of Membership

4.1 Members remain in good standing so long as any subscription payments are maintained; they abide by the Society's constitution and continue to be recognised by a WCPT Member Organisation, where applicable. Should a member fail to meet these requirements then the Society's Executive Committee must decide the appropriate course of action. This may include but is not limited to:

- Negotiating a resolution
- Suspending the member pending conditions being met
- Terminating membership
- Conditions for restoration to membership
- Other as appropriate

5. Structure

5.1 The business of the Society shall be conducted through the general meeting, Executive Committee and the Society's member organisations.

6. General Meetings

6.1 Requirements

6.1.1 General meetings shall be held at least once every four years. The date, place and time will be determined by the Society's Executive Committee. Normally it will be in conjunction with an international conference/congress of the Society or WCPT.

6.2 Rights and powers

6.2.1 The rights and powers of the general meeting are to:

6.2.1.1 Amend the rules of the Society.

6.2.1.2 Receive reports of the Executive Committee.

- 6.2.1.3 Approve the membership fee.
- 6.2.1.4 Grant and terminate membership.
- 6.2.1.5 Elect the president and vice president of the Society.
- 6.2.1.6 Elect Executive Committee members.
- 6.2.1.7 Consider motions submitted.
- 6.2.1.8 Conduct any other business that promotes the objectives of the Society and WCPT.

6.3 Notice

- 6.3.1 Notice of a general meeting including time and place shall be given to the members at least six months before the date of the meeting, except in the case of an extraordinary general meeting when three months notice shall suffice.
- 6.3.2 Proposed amendments of the rules must be received in writing by the Society's secretary at least four months prior to the general meeting.
- 6.3.3 Motions for inclusion in the agenda must be received in writing by the secretary at least four months prior to the general meeting. Motions not received four months prior may only be considered by a majority of the votes cast.
- 6.3.4 The agenda, motions to amend rules, other motions and nominees for election shall be circulated to the members at least two months prior to the general meeting.
- 6.3.5 Notice of a proposal to amend the rules shall be given to the members at least two months prior to an extraordinary general meeting called for such purpose.

6.4 Conduct at General Meetings

- 6.4.1 The conduct at general meetings shall be in accordance with the WCPT Articles of Association and rules of procedure.

6.5 Postal vote

- 6.5.1 The Executive Committee may decide that a postal vote (including via electronic media) shall be taken on matters of an emergency nature between general meetings.

6.6 Minutes

- 6.6.1 Minutes of general meetings shall be circulated to members no longer than eight months after the meeting.

7. Executive Committee

7.1 Structure:

- 7.1.1 The Executive Committee consists of the President, Vice-President, Secretary, Treasurer and 5 Board members elected from within the organisations that are members of Society and is accountable to the General Meeting.

7.2 Powers:

- 7.2.1 Act in the best interest of the Society and the WCPT.
- 7.2.2 Conduct the business of the Society consistent with the rules and policy directions of the general meeting.

- 7.2.3 Determine the location of the secretariat and employ a secretary/contract for secretarial services to undertake the work of the Society.
- 7.2.4 Submit an annual report of the Society's activities and finances to the members and to WCPT.
- 7.2.5 Appoint committees.
- 7.2.6 Assess applications for membership.
- 7.2.7 Make provisions and set conditions for holding conferences/ congresses.
- 7.2.8 Review activities of members.
- 7.2.9 Determine the delegate to attend the WCPT general meetings with a right to speak but not the right to propose or second motions or to vote.
- 7.2.10 Perform any other activities to advance the objectives of the Society and WCPT.

7.3 Meetings

- 7.3.1 The Executive Committee shall meet at least annually. Meetings may be in person or via electronic communication.
- 7.3.2 An extraordinary meeting may be requested by a majority of the Executive Committee members, and shall be called within three months stating the agenda.
- 7.3.3 A quorum of 6 members is required to conduct business, one of whom must be the President or Vice President.
- 7.3.4 Subject to the provisions of the Society's rules the Executive Committee shall adopt its own rules of procedure.
- 7.3.5 Minutes of meetings shall be circulated to Executive Committee members within three months.
- 7.3.6 Expenses of members on the Society's business shall be borne by the Society according to the policy agreed in advance by the Executive Committee.

7.4 Nominations

- 7.4.1 Nominations must be received in writing by the secretary at least four months prior to the general meeting and shall meet the approval of the nominee's own EPA sub-section or member organisation of the Society. Nominations for president and vice president shall be submitted by at least two EPA sub-section or member organisations of the Society, one of which may be the candidate's own.
- 7.4.2 Any physical therapist member of the Society's member organisation may be nominated.
- 7.4.3 Members of the Executive Committee must be from at least 3 different member organisations of the Society from 3 different WCPT regions..

7.5 Elections

- 7.5.1 Election of the President will be by separate, secret and successive ballot at the general meeting.
- 7.5.2 The vice president and members of the Executive Committee shall be elected by show of hands.

7.5.3 The Society's member organisations unable to attend a general meeting may mandate another member to vote on their behalf on election of the Executive Committee or may send a postal/electronic vote. Notice of either must be received in writing two months prior to the general meeting

7.5.4 Members of the Executive Committee will serve from the end of one Society's general meeting .to the end of the next and will be eligible for re-election for up to two consecutive terms.

7.6 Vacancy

7.6.1 In the event of the resignation or death of the president, the vice president shall take the place of the president and the Executive Committee shall elect a member as vice president.

7.6.2 In the event of resignation or death of an Executive Member, the Executive may co-opt to fill the vacancy until the next general meeting.

8. Finance

8.1 The financial year of the Society shall be the calendar year.

8.2 A financial report shall be given at the general meeting.

8.3 The Society's member organisations and individual members from the other membership categories (see 3. Membership) shall pay the annual subscription as decided by the general meeting. Subscriptions are due on 1 January each year and are payable in the currency stipulated by the Executive Committee.

8.4 Ad hoc financial contributions to a special Research Fund shall be solicited from individuals and corporations. The Research Fund will be managed by the Society for the sole purpose of funding research for eligible members. The individual or corporate contributor will not influence or limit the autonomy of the Society or be in conflict with WCPT ethical principles. .

9. Language

9.1 The official language is English and shall be used for all meetings and documents of the Society.

10. Amendment of rules

10.1 Rules may be amended at any general meeting subject to rule 6.4.1.

10.2 A two thirds vote in agreement is required to adopt an amendment.

11. Dissolution

11.1 The dissolution of the Society shall be considered at an extraordinary general meeting called for that purpose.

11.2 A two thirds vote in agreement of the member present is required for the dissolution and

50% of the Society's member organisations must be represented at the meeting by their voting delegate.

- 11.3** The methods of dealing with the outstanding accounts, disposal of assets and compensation of employees shall be consistent with legal requirements. Any funds remaining shall be dispersed to the WCPT.