

Notes and news

Peer reviewers

The editorial subcommittee of ACPWH is seeking peer reviewers for the biannual *Journal*. As a peer reviewer, you would be expected to review articles in relation to clinical content. Depending on the number of papers submitted, it is not expected that this will be an onerous position, but it will sit well in your curriculum vitae (CV).

If you would be interested in becoming a peer reviewer, please send a short CV (one side of A4 maximum) to the editor, Ros Thomas (ros.thomas@virgin.net). We would also need to know the area(s) that you feel would be most appropriate for you to review.

We look forward to hearing from you.

ACPWH editorial subcommittee

Notification to members of subscription collection process

Members should note that ACPWH operates a subscription refund policy only in exceptional circumstances. Where an incorrect payment has been made as a result of a failure on the part of any member to cancel a standing order, or where a double payment has been made, with both a standing order and a cheque payment having been made, an administration charge of 10% of the current year's membership fee will be deducted from any refund.

A member who has confirmed that she or he no longer wishes to be a member, or has retired, and where the standing order has already been taken from her or his account, a refund will be made less a 10% administration charge, provided that the claim for a refund is made within one month of the renewal date.

A subscription reminder is sent out to all members one month prior to the renewal date. In the event of payment not being made by the renewal date, a second reminder is sent out within 30 days of the renewal date. If payment is not received within 6 weeks of the renewal date, a final reminder is sent stating that membership will lapse with effect from the end of the calendar month, effectively 2 months after the renewal date. The lapsed member's name will then be removed from the database.

Table 1. ACPWH membership categories, including details of who may attend the Annual General Meeting (AGM): (CSP) Chartered Society of Physiotherapy; and (WCPT) World Confederation for Physical Therapy

Membership category	Receive journal and course details?	Attend AGM?	Voting rights	Executive/area representative/clinical mentor	Annual subscription (plus P&P if overseas)
(1) Member	Yes	Yes	Yes	Yes	£65 (UK)
(2) Affiliate:*					
(a) individual	Yes	Yes	Yes	No	£65 (UK)
(b) student	Yes	Yes	Yes	No	£25 (UK)
(3) Retired chartered physiotherapists (i.e. CSP members)	Yes	As prior to retirement	As prior to retirement	See section 4(iv) of constitution	£15 (UK)
(4) Associate:					
(a) members of the WCPT	No	No	No	No	£85 (UK)
(b) retired (and not CSP member)	No	No	No	No	£85 (UK)
(c) education establishment	No	No	No	No	£85 (UK)
(d) corporate	No	No	No	No	£85 (UK)
(e) individual others	No	No	No	No	£85 (UK)
(5) Honorary	Yes	By executive invitation	At executive discretion	No	Free

*All affiliate categories must be subscribing members of the CSP.

Lapsed members who wish to reinstate membership will, on receipt of payment of the annual subscription, have membership renewed with effect from the original renewal date.

Annual General Meeting

The Annual General Meeting (AGM) is to be held at the St John's Hotel, Solihull, on

20 September 2008. The AGM minutes from 2007 are not reproduced in the journal – you should have received them in your second mailing prior to Conference.

In response to membership requests, Table 1 simply illustrates the membership categories, and who may and may not attend the AGM.