



APPLICATION FOR GENPRO MEMBERSHIP OR SUBSCRIPTION

Membership/Subscription Type

(Please check all required)

Comprehensive Membership
(Core + MECA)
Core Membership

MECA Subscriber

Membership Term

1 year

2 years

Payment method

Bank transfer/Stripe (in full)

Monthly Direct Debit

Account Information

Organisation Legal Name:

Employer Legal Name (if different)

Practice Name

Names of other practices included
in the application (if applicable)

Corporate Group (if applicable)

PHO

VLCA

Enrolled Patient
Numbers (ESU)

Total Urgent Care
Visits

Please complete either ESU **OR** Total Urgent Care Visits

Contact Information

Key Account Contact Name

Key Account Contact Email

Key Account Phone

Invoice Contact Name

Invoice Contact Email

Invoice Contact Phone

Director and/or Owner Contact Information

Please provide the names and email addresses of all directors or owners associated with your practice.

Name

Email

Address Information

Physical Address

We abide by the GenPro Terms and Conditions.

Signed:

Date:

Name:

Position:

I give permission for GenPro to request and receive ethnicity and deprivation data from my PHO. This is exclusively for the purposes of advocacy.

Membership coverage and population analysis will be used in anonymised and aggregated non identifiable form only.

Communications

We regularly disseminate communications to our members, covering various topics. Your organisation can receive GenPro communications to an unlimited number of recipients.

Name

Email

How did you hear about GenPro?

Email from GenPro

Word of Mouth

Press Coverage

Online Search

Social Media

Conference / Event

Referral from a current member

My PHO

Other

Internal Use Only

Approval Name:

Approval Date:

Organisation ID #

Terms & Conditions

All members or subscribers shall be bound during the period of subscription by the Terms and Conditions, including any amendments made in accordance with Section 8 below.

1. Applications for membership or subscription

- a. Applications for membership or subscription will be subject to approval by the GenPro Board or CEO which has the right to refuse applications.
- b. By submitting an application form by email, the applicant is deemed to have signed the application form.
- c. All applications must be signed and/or submitted by the person with the authority to act on behalf of the Owners (Comprehensive, Core, PSAAP mandate) or Employers (MECA subscription).
- d. All information provided by you must be true and accurate at the point of applying. In the event of a change of circumstances such as, change of contact details, change of ownership or material change in ESUs, you must notify us by phone, email or in writing so that our records are up to date.
- e. GenPro reserves the right at any time to seek validation of any information relating to the member or subscriber, which may include confirming enrolled patient numbers against external data sources.
- f. Your information is held securely for the purposes of providing GenPro membership or subscription services and communication. You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you'd like to ask for a copy of your information or have it corrected, contact membership@genpro.org.nz.
- g. By applying for or renewing membership, you authorise GenPro to request population-level ethnicity data from your Primary Health Organisation (PHO) for the purposes of advocacy and understanding. This data may include the number of enrolled patients identified as Māori, Pasifika, and Asian. No identifiable patient information will be requested or held.

2. Core or Comprehensive membership

- a. Core membership applies to the business unit or organisation that holds a contracted provider funding contract (usually a general practice/urgent care centre, but maybe a separate general practice/urgent care centre business within one practice) and not to any individuals, regardless of who pays for the service.
- b. The individual(s) named as the contacts for all membership correspondence should have the authority to act on behalf of the Owners (including but not limited to applying for membership, voting on proposals or Board nominations).
- c. By joining, you appoint GenPro as your agent for PSAAP national contractor negotiations.
- d. Members (or groups of member practices under common ownership or part-ownership) are required to immediately advise GenPro of all purchases, acquisitions, mergers or similar with another general practice (or patient list) as well as the effective date of such acquisitions.
- e. Member benefits are only available if subscription payments are up to date.
- f. Member benefits may change without notice.
- g. Core and Comprehensive members are eligible to vote at the GenPro AGM.

3. MECA subscription or Comprehensive membership

- a. MECA subscription applies to the Employer (usually a general practice/urgent care centre, but it maybe a separate general practice/urgent care centre business within one practice) and not to any individuals, regardless of who pays for the service.
- b. You are appointing GenPro as your sole representative agent for the Primary Health Care (PHC) MECA bargaining.
- c. All parties to the MECA are obliged to act in good faith at all times.
- d. Once pay bargaining commences, Employers are obliged to remain a party to the bargaining until a settlement has been agreed by all parties.
- e. If an Employer commences or ceases employing union staff, they must make contact with the NZNO to confirm their MECA obligations.

- f. Representation includes a point of contact at any time throughout the year for advice regarding the MECA application, as well as the bargaining processes. GenPro provides advice in good faith but cannot guarantee outcomes.
- g. The individual(s) named as the contacts for all MECA correspondence are authorised to make binding decisions on the Employer's behalf (including but not limited to: applying for representation, voting on proposed agreements or conditions).
- h. It is the Employer's responsibility to ensure that details of Representation and associated bargaining are promptly disseminated to the relevant parties inside the Employer's organisation as appropriate.
- i. MECA only subscribers are not eligible to vote at the GenPro AGM.

4. Membership Length

- a. Memberships/Subscriptions cover a twelve-month period from July 1 to June 30. For members joining after July 1, your membership will begin on the date your application is approved, with fees calculated from the month you join through to June 30. For example, if you join in November, your invoice will cover fees from November through to June.

5. Payments, renewals and cancellations

- a. Membership or subscription will be activated at the point of approval and payment must be received within 21 days of the invoice date.
- b. Payment can be made by either monthly direct debit (via Go Cardless), credit card or direct bank transfer (or alternative means as determined by GenPro). If payment remains outstanding after due date we will notify you by telephone, email or letter. In such circumstances an additional administration fee and/or interest penalty may apply.
- c. It is the subscriber's responsibility to advise GenPro of their intention not to renew their subscription. Such notification must be in writing and received at least one month in advance of renewal.
- d. Subscription payments not received within one month of becoming due will result in the membership or subscription lapsing and all services may be suspended pending payment.
- e. Refunds will not be given for cancelled subscriptions.

6. Terminating membership or subscription

- a. We reserve the right to withdraw our services, cancel membership or subscription or to decline a renewal if the member or subscriber fails to act in good faith or puts, or potentially puts, the reputation of GenPro into disrepute.
- b. We reserve the right to withdraw our services, cancel membership or subscription or to decline a renewal if the member or subscriber or their objectives or shareholders' values/behaviour is no longer compatible with that of GenPro.
- c. Members or subscribers are not permitted to use our logo and/or name for the purposes of self-promotion on any of their organisational materials, including website, without our prior permission in writing.
- d. If a member or subscriber is found to have contravened any of these terms and conditions, we may terminate their membership or subscription without prior warning.

7. Liability Insurance

- a. GenPro's Association Liability insurance does not extend coverage to individual General Practices or Urgent Care Providers for the operation of their respective practices and clinics. These parties are required to secure their own liability insurance independently.

8. Variation of terms and conditions

- a. These terms and conditions may be revised from time to time. If they are revised, we will notify you and provide a link to the updated terms and conditions. Your continued membership will be taken as acceptance of any changes to these terms and conditions.