

Membership and Affiliateship Policy

Overview

This Policy sets out the requirements for, and benefits of, being a member or affiliate of the Ontario Association of Naturopathic Doctors (also referred to as the **OAND** or **Association**). It also sets out the fee schedule for categories of members and affiliates. This policy is to be read in conjunction with the OAND By-Laws. The OAND reserves the right to verify eligibility of applicants for membership and affiliate status and ND Registration Numbers with the College of Naturopaths of Ontario (CONO). Applicants shall provide any requisite permissions for such verification.

A) Membership

Eligibility for Membership

Persons eligible for membership in the Association are:

- 1) Directors, who shall automatically become Members of the Association upon being elected or appointed.
- 2) Annual Members; individuals who meet any of the following criteria:
 - a) Hold an Active, Inactive, Emergency, or Life Class Certificate of Registration with the College of Naturopaths of Ontario (CONO).
 - b) Are retired Naturopathic Doctors who were members of the Association within the twelve (12) months immediately prior to retirement.
- 3) Non-voting members include:
 - a) Current students enrolled at the Canadian College of Naturopathic Medicine (CCNM – Toronto Campus).
 - b) Non-Ontario Naturopathic Doctors, whether or not practicing outside of Ontario or Canada.

The Canadian Association of Naturopathic Doctors (CAND) membership dues are linked with membership dues for the OAND. OAND members are required to purchase membership in both associations. Exceptions may be granted, upon request and at the discretion of OAND staff, for retired members or Naturopathic Doctors no longer practicing.

Requirements for Membership

In addition to being eligible for membership, an applicant must:

- 1) Complete a membership application that is accepted in accordance with the admission process established by the Board.
- 2) Agree in writing to comply with the Articles, By-laws, and all policies and procedures of the Association.
- 3) Pay all applicable membership fees.
- 4) Remain up to date on membership dues.
- 5) Meet any additional conditions for membership as may be established by the Board from time to time.
- 6) Sign and acknowledge the Membership Conduct Policy at the time of initial registration and upon each renewal.

Requirements for membership are continuing requirements which must be met in order to maintain membership.

Any changes to the Membership Policy will be clearly communicated to all members.

Voting and Member Benefits

A Member of the Association shall have the right to receive notice of, attend, speak, and participate at all meetings of Members and the right to one (1) vote at all meetings of Members.



There are two classes of voting members at the Association: Directors and Annual Members. Members include those registered in Full-Time, Part-Time, and Associate fee categories. Only Members are eligible to vote in Association matters or serve on the Board or Board Committees.

Each member is entitled to all benefits of membership, including attending all meetings of members, one vote at each members' meeting, electing the directors of the Association, voting by proxy, receiving newsletters, being eligible for member discounts, and other member benefits.

1) **Member Benefits:**

Each member is entitled to all benefits of membership, including: attending all meetings of members, one vote at each members' meeting, electing the directors of the Association, voting by proxy, receiving newsletters, being eligible for member discounts, and other member benefits. This includes Student Affiliate members.

The following classes of affiliates do not have voting rights: Student Affiliates, Honorary Affiliates, Non-Ontario Naturopathic Doctors, Supporting Affiliates, and Retired Practitioner Affiliates. *(See Section 8.1 of the OAND By-laws for further details.)*

For more information on Affiliate Memberships, please see the section below.

Termination of Membership

Membership in the Association is not transferable and terminates:

- 1) if the member, in writing, resigns as a member of the Association;
- 2) if the member dies;
- 3) if the member fails to maintain all of the conditions for membership set out in Sections 5(1) and 5(2) of the By-law;
- 4) if the member's term of membership expires, if applicable;
- 5) if the member fails to pay membership dues;
- 6) if the Board terminates the membership, provided that the member is given at least 15 days' notice of a termination with reasons; and the member is given an opportunity to be heard by the Board, orally or in writing, not less than five days before the termination becomes effective; or
if the Board terminates the membership in accordance with Section 5(5);
- 7) if the Association is liquidated or dissolved.

Upon any termination of membership, all rights of the Member automatically cease to exist. Where a person is no longer a Member, they shall also be deemed to have resigned as a Director, Officer (if holding a position requiring membership), and/or committee member.

Dues – When Payable; Failure to Pay; Reinstatement

- 1) Each member is required to maintain a preauthorized payment method. Exceptions may be granted for members who pay annually.
- 2) At the discretion of staff or the Board, a payment plan may be established for membership dues, including monthly payment options. Membership may be discontinued at any time if a member has failed to pay dues for a total of sixty (60) consecutive days.
- 3) If a member's outstanding dues are not paid within 60 days following their renewal date, the membership shall be terminated. The member may request reinstatement by contacting OAND staff and paying all outstanding dues, provided they still meet the eligibility requirements for membership. *(See Appendix A to this Policy.)*

Record Date

The Member Date of Record will be used to determine eligibility to receive notice of and vote at meetings of members. The Board shall fix a time and date, at least fifty (50) days prior to any such meeting, as the official record date.

Any individual who is not a Member in Good Standing as of the record date is not entitled to receive notice of, or vote at, the meeting for which the record date has been established.

Definition – “Member in Good Standing”:

A Member in Good Standing is a member who meets all of the following criteria:

- Continues to satisfy all eligibility requirements set out in Sections 5(1) and 5(2) of the By-law;
- Is fully paid up and not in arrears on any applicable membership dues;
- Is in agreement with the mission and purposes of the Association;
- Complies with the By-laws, Articles, and all policies and procedures of the Association; and
- Meets any additional criteria outlined in Association policies from time to time.

Membership Year

The membership year is January 1 to December 31. All memberships expire on December 31 regardless of when they commenced. See Appendix A for details regarding First Year memberships.

Membership Renewals

Memberships are due for renewal by January 1 of each year.

- 1) Monthly members will be automatically renewed. It is the member’s responsibility to ensure that their payment information remains current and accurate.
- 2) Members must pay all outstanding fees from the previous year in order to be eligible to renew.
- 3) Members who do not renew their membership within sixty (60) days of January 1 will no longer be considered Members in Good Standing, and their membership shall be terminated.

Membership Cancellation

Members who wish to cancel their membership must notify the OAND in writing at least one (1) month in advance of the requested cancellation date.

All cancellations will be processed on the last day of the month.

(For example, if you notify the OAND in mid-March that you wish to cancel your membership, your payments, membership, and benefits will continue until the end of the following month — April 30 in this case.)

Any refund due to cancellation will be processed after the official cancellation date.

The OAND will notify the Canadian Association of Naturopathic Doctors (CAND) that the member is no longer in good standing and is no longer eligible for CAND membership or for benefits that depend on holding both memberships.

Membership Fee Categories

In recognition of the financial considerations that may arise during the early years of practice or due to part-time employment as an ND in Ontario, the OAND offers a graduated fee schedule based on membership categories. (See Appendix A of this Policy for full details.)

The Fee Schedule may be amended from time to time at the discretion of the OAND.

Refunds

Refunds can be requested within six (6) months of the original payment date.

All refund requests are subject to review and approval by OAND staff. Refunds that are approved will be processed within thirty (30) days of the date of approval.

The OAND reserves the right to deny refund requests that fall outside this timeframe or where the member is no longer in good standing at the time of the request.

Member Conduct

Members of the OAND are expected to uphold the highest standards of professionalism, integrity, accountability, and ethical conduct in all interactions associated with their membership.

Conduct Expectations:

- Members shall treat all OAND staff, fellow members, partners, and the public with respect and civility, regardless of personal beliefs, affiliations, or backgrounds.
- Members shall maintain appropriate and professional boundaries in communications and behaviour across all channels, including email, social media, and in-person events.
- Members are expected to engage constructively and respectfully with government representatives, regulatory bodies, and community stakeholders during events such as Lobby Days, conferences, or public engagements.
- Discriminatory, harassing, defamatory, or threatening behaviour—in any format or context—is strictly prohibited.

Political & Public Engagement:

- While members may hold personal or political views, when engaging in activities or events connected to the Association, they must refrain from making partisan statements on behalf of the OAND.
- Members shall not represent the OAND in any public or media-facing capacity without prior authorization.
- Any external communications or public commentary connected to OAND initiatives must be neutral, inclusive, and aligned with the Association's mandate.

Violations:

- Alleged breaches of the Member Conduct Policy will be reviewed by the OAND in accordance with its disciplinary procedures.
- Sanctions may include written warnings, temporary suspension of benefits, or termination of membership.

B) Affiliateship

There shall be affiliates of the Association who are entitled to attend membership meetings of the Association, receive newsletters, and participate in committees of the Association at the invitation of the OAND, but who do not constitute members and do not have voting rights at membership meetings.

Affiliates may be eligible for benefits such as discounts available through the Member Advantage Program, as listed on the OAND website (following member portal login), and other benefits as determined by the Board.



Classes of affiliates currently include the following, which may be expanded by resolution of the Board:

- 1) Student Affiliates – Persons enrolled full-time at a school of naturopathic medicine recognized by the Council on Naturopathic Medical Education or a successor organization, and recent graduates who are not yet registered as a Naturopathic Doctor with CONO.

Student affiliates who become registered with CONO and wish to pursue OAND membership must notify the Association immediately, at which point they will be invited to become a member. NDs registered in Ontario may not remain affiliates.

Student affiliateship expires on January 1 of the year following graduation. Special permission may be granted in extenuating circumstances upon written application to the OAND.

- 2) Non-Ontario Practitioner Affiliates – Persons licensed or registered as Naturopathic Doctors in a jurisdiction outside Ontario.
- 3) Honorary Affiliates – Individuals who are not Naturopathic Doctors but who have demonstrated distinguished service to the Association and a strong commitment to its objectives.
- 4) Supporting Affiliates – Organizations that have made meaningful contributions to the Association and/or its mission.
- 5) Retired Affiliates – A retired Naturopathic Doctor (not practicing and either in inactive or resigned status with CONO) who is 55 years of age or older and has been an OAND member for at least 15 consecutive years prior to retirement.

Admission of Affiliates

The affiliates of the Association shall be those persons or organizations who are admitted as affiliates in accordance with processes established by the Board from time to time.

Affiliates must be committed to the objectives of the Association and agree to comply with its By-laws and Articles.

Affiliateship Year

All affiliateships expire on December 31 of each calendar year.

Appendix A: Membership Fees and Categories

FEE SCHEDULE		
Membership Fee Category	Annual Payment (annual dues by credit card)	12 Monthly Payments (monthly credit card payments)
Active Full-Time Practitioner	\$999.00 + HST (\$1128.87)	\$83.25 + HST (\$94.07)
Active Part-Time Practitioner ND practicing fewer than 16 hrs/wk.	\$750.00 + HST (\$847.50)	\$62.50 + HST (\$70.62)
Active 2nd Year Practitioner	\$500.04 + HST (\$565.05)	\$41.67 + HST (\$47.09+)
Active 1st Year Practitioner	\$252.00 + HST (\$284.76)	\$21.00 + HST (\$23.73)
Associate Practitioner ND registered in Ontario, but neither practicing nor employed as a ND for the year in question (e.g. maternity, paternity or sabbatical)	\$322.80 + HST (\$364.76)	\$26.90 + HST (\$30.40)
Affiliateship Fee Category	Annual Payment	12 Monthly Payments
Non-Ontario Practitioner ND who is licensed or registered in a jurisdiction other than Ontario	\$322.80 + HST (\$364.76)	\$29.60 + HST (\$30.40)
Retired Practitioner A retired ND (not working as a ND), who is 55+ years of age and has been a member of OAND for 15 years preceding their retirement	No Fees Due	
Naturopathic Medicine Student Those enrolled full-time at a recognized school of naturopathic medicine & graduates who are not yet registered as a ND with CONO	No Fees Due	
Honorary Affiliate Non-NDs who distinguish themselves in service to the Association/its objectives.	No Fees Due	
Supporting Affiliate Organizations that distinguish themselves in service to the Association/its objectives.	No Fees Due	

Important: Membership fees are subject to change and are subject to 13% HST. The membership year runs from January 1 to December 31. All memberships expire on December 31, regardless of the date of enrollment.

The renewal period ends on February 28 each year. Members who have not renewed by this date will no longer be considered members in good standing.

For memberships that begin on or after March 1, only monthly payment options will be available.

Membership Fee Categories

For those who meet the eligibility requirements for membership, the following fee categories apply:

- 1) Active Full-Time Practitioner:
NDs who are practicing and/or working as a Naturopathic Doctor for more than sixteen (16) hours per week.
Note: The 16 hours includes both direct patient care and administrative responsibilities.
- 2) Active Part-Time Practitioner:
NDs practicing fewer than sixteen (16) hours per week.
Note: Hours are inclusive of both administrative and patient-facing activities.
- 3) Active 2nd Year Practitioner
NDs who are in their second year working as a General Class registrant with the College of Naturopaths of Ontario (CoNO).
- 4) Active 1st Year Practitioner
NDs who are in their first year working as a General Class registrant with the College of Naturopaths of Ontario.
 - a. For those joining OAND between January 1 and June 30, the current year will be considered their first year of practice; in the following calendar year, they will be considered a Second Year Practitioner.
 - b. For those joining OAND between July 1 and December 31, they will be considered a First Year Practitioner for the remainder of the current year and the full following calendar year.
- 5) Associate Practitioner
 - a. NDs who are registered in the Inactive Class with CoNO.
 - b. NDs experiencing a temporary need (e.g. financial, personal, health, or parental leave) may apply for a temporary class change to Associate. (*See "Going on Leave" section for details.*)

Note: Members registered under the Associate category are not entitled to the full range of member benefits, as they are not practicing NDs. This includes exclusion from the OAND public Directory Listing.

Going on Leave

Any member who transitions to the Inactive Class with the College of Naturopaths of Ontario (CoNO) must notify the OAND in writing regarding their change in status.

The OAND retains the right to approve temporary Associate Memberships for a period of up to twelve (12) months. Requests will be reviewed based on the nature of the leave, including but not limited to parental leave, illness, sabbatical, or personal hardship.

Return from Leave (Returning to Active Practice)

Members who have been on Associate Membership status due to maternity/paternity leave, illness, or sabbatical and who are returning to active practice must inform the OAND in writing.

Upon notification, the member's status will be transitioned from Associate to either Full-Time or Part-Time, as appropriate.

Members returning from maternity or medical leave will be granted a four (4)-month extension under the Associate category, during which they will retain all privileges of a professional member. After this extension period, membership status and associated dues will automatically update to Part-Time, unless otherwise advised by the member.

Payment Options and Processing Fees

There are two payment plan options available:

- 1) Single Annual Payment – Due upon joining, renewal, or reinstatement.
- 2) Monthly Payments – Due on the first day of each month.

Monthly payments require enrollment in OAND's automatic recurring billing program and may be made via Visa or MasterCard.

NSF and Processing Fees

Members must ensure that the credit card information on file with the OAND is current. Members are responsible for updating payment details in writing whenever a card is replaced or prior to expiry.

If a credit card transaction is declined for any reason, a \$30 reprocessing fee will be applied.

Non-Payment of Fees

If a member is paying annual dues in monthly installments and misses two (2) consecutive monthly payments, they will be notified automatically by the database system, with additional manual follow-up by the member relations team.

If payment is not received, the member's OAND membership will be cancelled.

Cancellation of membership will result in ineligibility for benefits such as the Partners Liability Insurance Program.

Fees for New Members

Membership fees are pro-rated based on the month of joining, except in cases where a member has recently cancelled and then rejoined.

If a member cancels and rejoins within twelve (12) months, they will not be considered a new member. Instead, the full annual membership fee will apply, including any outstanding dues not paid during the previous 12-month period (calculated from the rejoin date).

Status of Policy

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