



AIHHP Membership Structure

Commitment Statement

Joining AIHHP indicates that you aspire to provide the best quality service to your clients and are committed to self-development and the development of your staff and business. You also commit to uphold the AIHHP Code of Professional Conduct.

There are three levels of membership:

- Practice Membership (Centres of Excellence)
- Associate Membership
- Honorary Life Membership

Practice Membership (Centres of Excellence)

All HCPC-registered Hearing Aid Dispensers (HADs) and Hearing Care Assistants (HCAs) employed by an AIHHP Centre of Excellence business are Practice Members. There shall be a representative of the business (usually the owner or clinical lead) who will maintain Practice Membership requirements.

Students employed by Practice Members join without fee.

Practice Membership Requirements

Practice Membership is open to any Associate Member business that meets the Practice Membership requirements set out below.

Practice Membership Business Owners will:

- Maintain a controlling interest in their company (50% ownership by the main representative with full clinical control is acceptable, or in a family-owned business the family must own >50% of the shares).
- Not be a franchisee.
- Maintain a physical, permanently staffed practice dedicated to hearing care.
- Be registered with the Information Commissioner's Office.
- Have Public Liability and Professional Indemnity insurance.
- Attend (or have their appointed representative attend) a face-to-face AIHHP meeting prior to their upgrade being approved.

Practice Owners and Members will:

- Maintain their registration with the HCPC (Hearing Aid Dispensers / Healthcare Scientists only).
- Submit an up-to-date DBS check, not older than three years, and maintain this for the duration of membership.
- Use secure electronic data systems to record and store client records.
- Abide by any mandatory training programmes that may be laid down by AIHHP.
- Be willing to mentor a new AIHHP member where able.
- Not imply the acronym AIHHP is a qualification.
- Abide by the AIHHP Code of Professional Conduct.
- Use integrity and be transparent with marketing strategies.
- Accept that disputes between members will be resolved by mediation where appropriate.
- Ensure all clinical procedures are performed to BSA-published guidelines.
- Maintain infection control to BSA-recommended guidelines.
- Use a hearing aid outcome measure (e.g. COSI, IOI-HA or similar).
- Provide aural care (both irrigation and microsuction).
- Have the equipment and expertise available to perform the following assessments:
 - Real-ear measurement
 - Tympanometry
 - Audiometry with insert earphones
 - Speech audiometry
 - Video otoscopy

A soundproofed room, a sound-treated room, or a soundproof booth are the most ideal spaces for clinics to maintain ambient sound levels below 35 dBA and should be in place wherever possible.

Where a clinic does not have the capacity to incorporate a soundproofed room, a sound-treated room, or a soundproof booth, action should be taken to maximally reduce ambient noise. This may include using a room at the rear of a location, as far from a road as possible, and using insert earphones or similar to reduce the impact of external noise.

All new requests for upgrade to Practice Membership must provide a video of their location starting from outside and moving to the location used for audiometry. Where no soundproof room, sound-treated room, or soundproof booth is used, insert earphones or similar must be displayed in the video.

Change of Business Owner

If the practice owner changes, the practice will remain a member only if the new owner:

Signs a declaration confirming they will continue under the current standards and continue to meet all Practice Membership Requirements.

Change of Business Representative

Business owners are free to change their AIHHP representative at any time, provided the representative continues to meet the Practice Membership criteria.

Concerns Regarding Individual Practitioners

Where a concern arises regarding an individual practitioner within a Practice Member business, the Council will first seek resolution with the practice's owner or clinical lead. The practice remains responsible for the professional conduct of its staff and for ensuring appropriate remedial action. Where a failure to act, repeated non-compliance, or systemic shortcomings are identified, the Council may apply sanctions to the Practice Member as a whole, including downgrading or removal from membership.

AIHHP Practice Member Downgrading

Any Practice Member who is judged by the Council to have failed to meet any of the mandatory requirements of a Practice Member may be considered for re-grading to Associate Membership or removal from membership in accordance with the terms set out below.

Practice Members

The Council may elect as a Practice Member any business which meets the membership criteria as laid down by the Council from time to time.

Practice Membership is by invitation or application to the AIHHP Council. Approval for the application will be by a majority vote of the Council. In the event of a split vote, the Chair's vote will be deciding.

It is a requirement of a Practice Business owner or their representative that they disclose on an annual basis the number of any HCPC-registered Hearing Aid Audiologists (RHADs) and

Hearing Care Assistants (HCAs) in their employ, as membership fees are based on the number of Full-Time Equivalent (FTE) of these roles.

The business owner or main representative is expected to attend all AIHHP in-person meetings and the AGM.

Any RHADs or HCAs of a Practice Member may use, if they so choose, the following initials after their name to indicate and demonstrate their membership level within the Association:

AIHHP Centre of Excellence Member

All businesses that are Practice Members may use the logo and term:

AIHHP Centre of Excellence



Voting Rights

All Practice Members will have the right to attend AIHHP Practice Member meetings. The business owner or their representative will have voting rights at these meetings.

Associate Membership

All HCPC-registered Hearing Aid Dispensers (HADs) and Hearing Care Assistants (HCAs) employed by an AIHHP Associate Member business are Associated Members. There shall be a representative of the business (usually the owner or clinical lead) who will maintain Associate Membership requirements. Associate owners must aspire to Practice Membership.

Students employed by Associate Members join without fee.

Associate Membership is held at business level; individual employed HADs and HCAs cannot hold Associate Membership independently of an Associate Member business.

Associate Membership Requirements

Associate Membership is open to any business that meets the Associate Membership requirements set out below. Any business wishing to join AIHHP must initially apply to Associate Member status.

Associate Member Business Owners will:

- Maintain their registration with the HCPC (Hearing Aid Dispensers / Healthcare Scientists only).
- Maintain an up-to-date DBS check, not older than three years, for the duration of membership.
- Not be a franchisee.
- Be registered with the Information Commissioner's Office.
- Have Public Liability and Professional Indemnity insurance.

Associate Members will:

- Not imply the acronym AIHHP is a qualification.
- Abide by the AIHHP Code of Professional Conduct.
- Use integrity and be transparent with marketing strategies.
- Accept that disputes between members will be resolved by mediation where appropriate.
- Ensure all clinical procedures are performed to BSA-published guidelines.
- Maintain infection control to BSA-recommended guidelines.
- Use a hearing aid outcome measure (e.g. COSI, IOI-HA or similar).
- Associate Members may be entitled to reduced rates for meetings.
- Associate Members may not use the Association's logo.
- Associate Membership will be reviewed after two years.

Change of Business Owner

If the Associate Member business owner changes, the Associate Member business will remain an Associate Member only if the new owner:

Signs a declaration confirming they will continue under the current standards and continue to meet all Associate Membership Requirements.

Change of Business Representative

Associate member business owners are free to change their AIHHP representative at any time, provided the representative continues to meet the Associate Membership criteria.

Concerns Regarding Individual Practitioners

Where a concern arises regarding an individual practitioner within an Associate Member business, the Council will first seek resolution with the business' owner or clinical lead. The Associate Member business remains responsible for the professional conduct of its staff and for ensuring appropriate remedial action. Where a failure to act, repeated non-compliance, or systemic shortcomings are identified, the Council may apply sanctions to the Associate Member business as a whole, including removal from membership.

Associate Members

The Council may accept as an Associate Member any business which meets the membership criteria as laid down by the Council from time to time.

Associate Membership is by invitation or application to the AIHHP Council. Approval for the application will be by a majority vote of the Council. In the event of a split vote, the Chair's vote will be deciding.

It is a requirement of an Associate Business owner or their representative that they disclose on an annual basis the number of any HCPC-registered Hearing Aid Audiologists (RHADs) and Hearing Care Assistants (HCAs) in their employ, as membership fees are based on the number of Full-Time Equivalent (FTE) of these roles.

Any RHADs or HCAs of a Practice Member may use, if they so choose, the following initials after their name to indicate and demonstrate their membership level within the Association:

Any Associate Member may use, if they so choose, the following title to indicate and demonstrate their membership level within the Association:

AIHHP Associate Member

All businesses that are Associate Members may use the term:

AIHHP Associate Member

Honorary Life Membership

The Council may, at its own instigation, award Honorary Life Membership to a member with a distinguished record of service to the hearing-impaired and contribution to AIHHP.

An Honorary Life Member may use, if they so choose, the following title after their name to indicate and demonstrate their membership level within the Association:

AIHHP Honorary Life Member