

Institute of Maxillofacial Prosthetists & Technologists



Career Break Policy

Introduction

The Institute of Maxillofacial Prosthetists and Technologists (IMPT) recognises that members may require an extended break from membership for a variety of reasons and that, during this career break, the time and resources for normal professional development opportunities could be limited.

This policy sets out the IMPT's approach to help members maintain their professional body membership and support personal professional development during their career break and the basis on which they may be taken.

Membership level

Members will maintain their original level of IMPT membership at a reduced membership fee whilst taking an extended period of paid or unpaid time away from work in order to balance their career with other commitments, responsibilities and interests. Whilst on a career break, members will retain the full benefits associated with their original grade of membership.

Scope

This policy applies to all practising members - Fellows (FIMPT) and Full Members (MIMPT) who have been assessed for their clinical competency (safe to practice) as a Maxillofacial Prosthetist or Reconstructive Scientist by a peer Assessment Interview Board (AIB). It does not include those registered as Associated with the IMPT (AIMPT)

Reasons for a career break may include:

- personal illness, extended sick leave
- maternity/paternity leave
- care and/or responsibility for children or other dependants requiring paid or unpaid time away from work
- personal study, training or development, requiring extended unpaid time away from work
- overseas travel or voluntary work requiring extended time away from work

Eligibility

To be considered for this scheme, members must have at least three years' continuous paid membership with the IMPT immediately prior to requesting a career break.

Evidence must be provided by your Trust stating you are on a period of long-term absence.

Duration and number of career breaks

A qualifying career break will last between one and three years. There are no limits on the number of breaks during the course of membership, but these should not exceed a combined length of five years. Breaks shorter than one year will not be eligible.

Applying for a career break

Any members wishing to apply for a career break should formally write, by e-mail or post, to the Registrar. This should be sent at least 4 weeks before the new subscription term deadline (31st March).

Membership fees during a career break

The annual membership fee will be reduced by 50% of the rate applicable.

Members will be entitled to the reduced membership fee from the renewal date after the application has been approved. No refunds will be made when a career break begins during an annual membership cycle.

At renewal time, a renewal invoice for the member's usual membership fee (i.e. the fee applicable to their original membership level) will be generated and it will be the responsibility of the member to re-confirm with the Registrar that they are still on their



career break. Once this confirmation is received the Registrar will replace that invoice with a reduced fee invoice at 50% of the member rate for the coming year. After the third year, no further reduced fee invoices can be issued.

Scientific Congress

Members on a career break are entitled to attend the IMPT scientific congress at the full members rate to help them meet their continuing professional development requirements.

Monitoring and review of policy

Application of the policy will be monitored by the IMPT Council and will be reviewed at the beginning of the membership term each year.



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