

## PACFA registration and membership renewal: Hardship policy

PACFA is offering PACFA Certified Practising and Clinical Registrants flexible arrangements for registration and membership fees to help them deal with the financial impact of unexpected difficulty, and natural disasters including flood or bushfire.

If you are a PACFA Certified Practising and Clinical Registrant who is experiencing financial hardship due to the impact of the above events on your practice, the following options are available:

### 1. Payment Plan

Any PACFA Certified Practising and Clinical Registrant requiring assistance may request a payment plan. The terms for Payment Plans are as follows:

- Instalment 1 – 50% of the fees payable, due by 31 July
- Instalment 2 – 50% of the fees payable, due by 31 December

### 2. Hardship discount

If you have experienced a 50% drop in income in the first half the financial year, compared with the same period in the previous year, you may request a hardship discount. The discount is a 50% discount on the fees payable.

Please note the following:

- Evidence of your drop in income is required – BAS statements or Profit and Loss statements showing a 50% drop in income
- The discount applies to PACFA membership fees only and not to any additional fees such as accreditations or college membership.
- The discount does not apply to insurance which has to be paid in full in order to be covered by insurance.com.au.

In order to obtain these conditions an application must be made to the CEO by sending an email to the Registration and Membership Team at [membership@pacfa.org.au](mailto:membership@pacfa.org.au). This condition cannot be accessed through the online renewal platform.

### Document version control

Version	Description	Originator	Reviewed	Approved	Date	Next review
1.5	Effective 16 May 2024	Registration and Membership Manager	EA/Office Manager	CEO	20/05/2024	16 May 2025

For further information, please email [membership@pacfa.org.au](mailto:membership@pacfa.org.au)

Proposals for amendments or additions to this document should be sent to the Registration and Membership Manager.