

GFI Directory Application

Directory entry types:- please tick your chosen option

1 Standard **£ 30.00 per annum**

An entry with key contact details and information.

2 Enhanced **£50.00 per annum**

An entry with key contact details plus a profile, photo and website link.

3 Business entry **£50.00 per annum**

An entry with key business contact details plus profile, photo and website link.

These are the 12 month /annual subscription rates for the financial year 2011 (valid till April 2012). Rates may change in subsequent years but you will be notified in advance and in writing of any such changes. If you decide you do not want to continue your entry will be removed.

For information on the criteria for an entry in the directory see Appendix A item 1)

Directory Entry information - applicable for all types of entry

Please complete all the details marked with *:

***Contact name**

***Trading name**

***Address** (If you are an individual you may not want to put your home address, just your business name or company)

Address line one.....

Address line two.....

Address line three.....

***Post Code**.....

***Telephone numbers**

*Landline :- *Mobile:-

***Email address**

.....

(you may want to set up a business email)

***Your Professional /Business category** (choose from list in Appendix A, item 2 e.g “Paediatric OT”- this choice will also denote general level of qualification)

.....

***Categories of work covered** – max of 4 from Appendix B list for the standard entry

.....

.....

***Distance** you (or your staff) will travelmiles

Additional information for Enhanced / Business entries only:-

Please tick all that apply:-

- Profile of person / company** – max 300 words – please send this electronically to admin@goingforindependence.org
- Photo** – please send digital photograph electronically as above
- Additional categories of work** – select all that apply from list at Appendix A item 4. Please send this information to us electronically.
- Website address :-** www.....

I enclose a cheque for £..... for one year’s directory entry made payable to **Going For Independence CIC.**

Signature of applicant: **Date:**

Name (printed) Designation:

Trading name.....

Please return the completed form and payment to:-
 Going For Independence
 TinnisWood House, 83 Ridgeway Drive,
 Bromley BR1 5DG

If you wish to send a PDF copy please email to admin@goingforindependence.org

Going For Independence (GFI) Community Interest Company. Company number 6729549.
Registered office:- Lygon House, 50 London Road, Bromley BR1 3RA

1. Checklist - Criteria for having an entry in the directory:

- Membership of the GFI Association is required.** The application information including HPC Registration details for OTs and their qualifications will be held on our database, so this information is not required again on the Directory form. Please notify us if you wish to update your qualification or status information.
- Individuals must have a current CRB check, within the last 2 years – please send us a copy.** GFI can action this for you if you do not have one - see our webpage at www.goingforindependence.org/CRB for more information.
- OT Businesses must have a CRB policy** for ensuring that staff and Associates have the relevant level of CRB for the work they do on behalf of your organisation. (GFI has a template for a sample policy in the Member area on the website) – **please send us a copy.**
- The correct payment has been made for the entry.**

2. Professional / Business categories: choose from these for your entry

OT Professional Members (for all OTs whether employed or Independent/self employed)

- Adult Services OT- HPC Registered (number is required for GFI membership)
- Paediatric OT - HPC Registered (number is required for GFI membership)
- Other OT – Medico-Legal, Education/ Training etc HPC Registered – please provide the area of work information (HPC number is required for GFI membership)

Associate Members: not HPC Registered

- OTA/OT Tech
- OT Student
- Overseas Member
- Retired Member/ Volunteer
- Charities

Business members:

- OT / Equipment Companies
- OT organisations e.g. Recruitment Agencies

3. Method of Payment

Send a cheque for the correct amount made payable to “Going For Independence CIC”.

After 12 months you will need to send another payment when due to renew your entry. GFI will email a reminder to you. (We plan to set up payment online shortly.)

Should you wish to cancel your entry on the directory you can email admin@goingforindependence.org at any time.

4. List of specialisms / work areas

1. Access audits
2. Adaptations
3. Appeals, reviews, tribunals
4. Assessments for Charities
5. Care Homes
6. Case management
7. Contracts
8. Dementia
9. Dyspraxia
10. Equipment
11. Employment Agencies
12. Environment
13. Ergonomics
14. Forensic psychiatry
15. Hand splinting
16. Housing
17. Insurance Assessments
18. Management Consultancy
19. Medico-Legal
20. Moving and Handling
21. Orthotics/Prosthetics
22. Pain Management
23. Rehab
24. Research
25. Risk assessment
26. Sensory Integration
27. Stress management
28. Supervision
29. Telecare
30. Therapeutic listening
31. Training
32. Treatments
33. Vehicle and driving assessments
34. Vocational Rehab
35. Volunteering
36. Workplace assessments
37. Wheelchair seating assessments