

Alberta Council of Disability Services

(403) 250-9495 (403) 291-9864
Web site: www.acds.ca E-mail: acds@acds.ca



ACDS Gives Members a Unified Voice

The Alberta Association of Rehabilitation Centres (AARC) was established in 1972 by vocational service operators. Incorporated in 1973, it functions as a not-for-profit society that is governed by a volunteer, provincial Board of Directors. The ACDS has evolved from an organization of facility based centres to a representative body of organizations that offer a range of residential, vocational and community support rehabilitation services. It is represented by volunteers and professional staff.

The Association facilitates interaction, co-operation and communication between members, government and external stakeholders. Member support is provided through education and accreditation (including the establishment of standards) and through advocacy, by keeping members informed of new developments in social policy.

"Quality Staff Deliver Quality Services"

Quality staff:

- are appropriately trained for their position
- work to a recognized standard
- are adequately compensated for highly valued work.

The ACDS works to support staff in each of these areas by developing Standards and in-service training, and by lobbying on behalf of community service providers and their staff.

With ACDS You Get Involved

As part of ACDS, you can help shape the future of rehabilitation in Alberta. Whether the issue is education, funding or wage equity, ACDS members are meeting together to see that their views are heard.

As a provincial body, ACDS holds many events throughout each year. The purpose is to bring people together to learn and share. Members discover that many challenges are shared by others. Solutions are more easily found by joining forces and resources!

***ACDS and its Members ...
Creating Excellence Together!***

Alberta Council of Disability Services

(403) 250-9495 (403) 291-9864
Web site: www.acds.ca E-mail: acds@acds.ca



Criteria for Membership

Effective June 26th, 2002:

Membership Eligibility (Bylaw #1):

a. Membership may be granted to any organization whose primary function is to provide services and / or supports to people (who have mental, physical or developmental disabilities that create barriers to participation in their communities) within the province of Alberta

b. Affiliate non-voting membership may be granted to organizations, which serve people (who have mental, physical or developmental disabilities that create barriers to participation in their communities) outside the province of Alberta.

Voting Powers (Bylaw #20):

For those member organizations serving three people or less (who have mental, physical or developmental disabilities that create barriers to community participation), the organization would have no voting privileges at an Annual General Meeting or a Special/Extraordinary Meeting.

For those member organizations serving four or more people (who have mental, physical or developmental disabilities that create barriers to community participation), the organizations would have one vote at an Annual General Meeting or Special/Extraordinary Meeting.

In addition to the above by-law criteria, membership acceptance will be conditional to the following:

- › Adherence to the ACDS' Ethical Principles (enclosed);
- › Compliance with CORE Standards, CET Certification or SFQ Accreditation;
- › Future true and correct representation of ACDS and its environs;
- › Accurate and timely information on the Application Form (enclosed);
- › Payment of fees as per by-law 2.c.;

ACDS, Bay 19, 3220 – 5 Avenue NE, Calgary, Alberta, T2A 5N1

Fee Schedule for Membership

Membership fees are based on the annual staff payroll for each member organization. Payments to clients will not be included in this total. (GST is not paid on membership fees.)

Annual staff payroll is determined as per calculations of total payroll for the purpose of remitting payment to the Receiver General.

Agencies that operate more than one division shall include the total payroll for all service areas represented by ACDS.

The Board of Directors of the Association shall have the power to determine membership fees from time-to-time as it sees fit.

ACDS' membership Fee's were raised April 1, 2009.

<u>ANNUAL PAYROLL</u>	<u>MEMBER & AFFILIATE FEES</u>
\$ 0 - 500,000	\$ 500.00
500,001 - 1,000,000	900.00
1,000,001 - 1,500,000	1300.00
1,500,001 - 2,000,000	1700.00
2,000,001 - 2,500,000	2100.00
2,500,001 - 3,000,000	2500.00
3,000,001 - Plus	2900.00

Membership fees for service providers serving 3 or fewer individuals are \$100.00.

GST # R106692676 Membership fees are GST exempt.

The ACDS membership renewal process begins in February of each year. At that time each member will be sent a Re-application Form accompanied by an invoice for the membership fee paid the previous year. The membership year is defined as at April 30, as per ACDS' fiscal year (bylaw #3.b).

A member is in arrears of payment of fees as at April 30, unless waived by the Board of Directors (bylaw #2.c). A member in good standing shall be defined as one whose dues for the current fiscal year are paid in full (bylaw #3.a).

Alberta Council of Disability Services

(403) 250-9495 (403) 291-9864
Web site: www.acds.ca E-mail: acds@acds.ca



Application for Membership

Application Date: _____

Service Provider: _____

Mailing Address: _____

Street Address: _____

Telephone #: _____ Fax #: _____

Web Site Address: _____ E-Mail: _____

C.E.O. Name: _____

Title: _____

Board Chair Name: _____

Title: _____

[ALL INFORMATION FROM THIS POINT WILL REMAIN CONFIDENTIAL ANN NICOL]
(CEO, ACDS)

Societies Number: _____ Renewal Date: _____

Legal Operating Authority (Municipal/Provincial/Federal):

Provide a brief history of your organization including the date of incorporation (start-up) and the original purpose and services. _____

Status toward application or completion of Certification ___ or Accreditation ___ (please check):

Name of Accrediting Organization:

Status regarding compliance to CET, if relevant:

(over)

Summary of Service(s)

Please summarize each division of your organization included in this application for membership with ACDS. Include the number of persons served, number of staff employed and services provided.

Please attach additional sheets as required.

Approximate number of volunteers involved with your organization: _____

Membership type: _____ General Membership _____ Affiliate Membership
Membership Fee: \$_____ (cheque enclosed)

I declare all information enclosed in this application to be accurate and timely:

(President)

(Date)

I declare adherence to the ACDS Ethical Principles (attached):

(President)

(Date)

Please keep a copy for your records.

Return to: Alberta Council of Disability Services,
Bay 19, 3220 – 5 Avenue NE, Calgary, Alberta, T2A 5N1
☎ (403) 250-9495 📠 (403) 291-9864
Web site: www.acds.ca E-mail: acds@acds.ca

Attach the following support documentation:

1. Organization's By-Laws, Mission Statement and Statements of Purpose.
2. The most recent audited financial statement highlighting those divisions included in this application.
3. A list of the current Board of Directors, including their positions and responsibilities.



ETHICAL PRINCIPLES OF THE ALBERTA COUNCIL OF DISABILITY SERVICES

Respect for the Dignity of Persons

- In all their activities, service providers demonstrate their respect for the dignity of service recipients, professionals, and the other individuals and organizations with which they interact.
- Service providers behave in a fair and non-discriminatory manner in selecting, assessing and providing services to people with disabilities.
- Service providers treat their employees justly and in a non-discriminatory manner.
- Service providers conduct business with other service providers and professionals in a fair and non-discriminatory manner.

Responsible Caring

- Service providers demonstrate their commitment to quality supports and services to people with disabilities in all their activities.
- Service providers care about the well-being of the people they serve, and work with service recipients and their legal representatives to secure and provide services that maintain and improve the recipient's well-being.
- Service providers are committed to the well-being of their employees.
- Service providers make business decisions that reflect the fact that the primary business of rehabilitation agencies is the provision of quality supports and services to people with disabilities.

Integrity in Relationships

- Service providers represent themselves in an honest and accurate fashion in all their dealings with service recipients, professional and other individuals and organizations.
- Service providers represent the type, limitations, and appropriateness of their services to recipients and their legal representatives honestly and accurately.
- Service providers behave with integrity in their dealings with their employees.
- Service providers represent themselves and their services honestly to service recipients and to other organizations in the community.

Social Responsibility

- Service providers advocate for changes that will benefit the people they serve, in the belief that society's welfare is affected by its treatment of those who are in the margins of society.
- Service providers are committed to developing and providing the best services available.
- Service providers encourage employees to question policies and practices that may harm people with disabilities.
- Service providers educate individuals and organizations with whom they do business regarding how best to accommodate people with disabilities.