

Membership Protocols

Membership Criteria

- Membership has to be for the benefit of the client
- Membership will be revoked if the organization is found using confidential information for profit
- Agency details to be supplied, eg service name, manager's name, service type, contact details
- Agency must be recognized in the field of service provision as an accredited service provider and nominated by a member of 4CN
- Nominations will be viewed at the 4CN Executive Committee meeting and the determination made
- Members to be responsible to make changes in 4CN status within a designated time frame, ie change of management name, phone numbers etc.
- 4CN Executive Committee accepts nominations for membership of this information exchange center and system

Receive an application

- Approved application form to be put before the 4CN Executive Committee
- Determination made and unique login to be allocated
- Applicants need to have met the electronic criteria in the application form
- The sphere access needs to be established (through Integrity)
- Organise distribution of the software
- Virtual Service Administrator needs to add the new service to the system
- New agencies follow New Agency Flow chart starting from log-on as the new agency manager