



Membership Policy

AK-AIMH has three types of membership:

Individual

Student

Agency

The membership year runs Jan 1 through December 31st. The Individual & Student Memberships can be purchased for 1 or 2 years whereas Agency membership run for 1 year. Membership is required to access AK-AIMH benefits and to apply for/renew an endorsement. Student membership is an honor system; AK-AIMH does not require proof of student status.

Agency memberships allow a program or agency to sign-up a maximum of 10 employees for the membership. Agencies can provide this list within the database or via email: membership@akaimh.org. The list must include an email address for each person.

Agencies can sponsor contractors and community partners if the agency/program doesn't employ 10 people. We appreciate our Agency members sponsoring affiliated individuals who might not otherwise become members.

To place more than 10 people on the Agency membership requires an additional per person fee. Generally, the agency is signed up in our membership database under a program or agency lead/supervisor and then 9 other employees may be named. Changes may occur in 2019 to our membership database, which would allow separate profiles for the Agency itself and its lead employee but the lead employee will still occupy one of the 10 spots on the membership.

Once purchased on behalf of its employees, the Agency membership requires that each employee create a profile on the AK-AIMH database. At that point, the membership belongs to the individual person and goes with the individual even if they leave the Agency. These individuals continue to exercise the benefits of membership though it is their responsibility to change their contact information in the database in order to receive member communications.

Removals from the list of employees covered by an agency can be made up through Jan. 31 of the membership year as long as the removed person has not created their profile in the database. Additions to the agency membership can be made any time prior to Sept. 30 (pending spaces remaining on the 10-person membership or payment of additional per person fee).

Employees are notified by AK-AIMH (via email) of the need to create a membership profile to exercise their rights of membership. This notification generally goes out within 2 weeks of the receipt of payment for the agency membership. One reminder will be sent approximately 4 weeks after the payment is received. Thereafter it is the Agency's responsibility to ensure their employees can exercise the benefits of membership

Approval Date: 11/28/18, AK-AIMH Board of Directors