



# Association for Behaviour Analysis Australia

## Membership By-Laws to the Constitution of the Association for Behaviour Analysis Australia

A Public Company Limited By Guarantee

(By-Law Made Pursuant to Clause 7.1 of the Constitution of Association For Behaviour Analysis PTY Limited)

**Effective: 15 August 2022**

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By-Laws of the Association for Behaviour Analysis Australia Limited  
By-Law 1: Membership - Version 2 (2022)



## Acknowledgements

ABA Australia acknowledges the Traditional Owners of country throughout Australia, their diversity, histories and knowledge, and their continuing connections to land, water and community. We pay our respects to all Australian Indigenous Peoples and their cultures, and to Elders of past, present and future generations.

ABA Australia commits to acknowledge and understand the historical and contemporary disadvantage experienced by Aboriginal and Torres Strait Islander peoples and the implication this has for behaviour analytic practice.

ABA Australia acknowledges those individuals that face adversity and discrimination within the lesbian, gay, bisexual, transgender, intersex and queer (LGBTIQ) community, those identifying as Queer Transgender Intersex People of Colour (QTIPOC), those from culturally and linguistically diverse backgrounds (CALD) inclusive of asylum seekers, refugees and migrants, those with diverse intergenerational migration histories and women.

ABA Australia is committed to working with you and understanding how we can better support you.



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## Definitions

“**AQF**” means Australian Qualifications Framework.

“**Board**” means Executive Board of the Association for Behaviour Analysis Australia.

“**Association**” means Association for Behaviour Analysis Australia

“**ABAI**” means Association for Behavior Analysis International

“**VCS**” means Verified Course Sequence

“**TEQSA**” means the Tertiary Education Quality and Standards Agency

## Bylaws to Take Effect

1. These Bylaws shall take effect immediately on the effective date.

## Purpose

1. To set out the categories for Association membership.
2. To define eligibility for Association membership.
3. To define application process

## Categories

1. Membership of the Company is divided into six (6) categories, and the eligibility and rights for each category of membership are:
  - 1.1. Certified Behaviour Analyst
  - 1.2. Certified Behaviour Analyst - Undergraduate
  - 1.3. Professional Member
  - 1.4. Affiliate Member
  - 1.5. Student Member
  - 1.6. Supporting Member



# Member Eligibility Criteria

## Certified Behaviour Analyst

1. To be eligible for the Certified Behaviour Analyst status, a person must:
  - 1.1. Currently a BCBA-D or BCBA; and
  - 1.2. satisfied the Board that they are a fit and proper person as below); or
  - 1.3. PhD or master's degree (AQF 9 or 10 or an international equivalent recognised by TEQSA) in any field (e.g., behaviour analysis, psychology, education, PBS, chemistry, nursing, etc.);
  - 1.4. Must have 270 hours of instruction at the masters level or higher (AQF 9 or 10) from an ABAI Verified Course Sequence. Courses have a focus on behaviour analysis.
  - 1.5. Behaviour analytic courses need to meet the following:
    - 1.5.1. Received academic credit for the courses.
    - 1.5.2. Received a passing mark (HD, D, C, or P or equivalent in your country of study) in each course.
  - 1.6. The following content and course hours (based on Task List 4) need to be met as per the verified course sequence requirements:
    - 1.6.1. Concepts and Principles of Behaviour Analysis - 45 hr
    - 1.6.2. Identification of the Problem and Assessment - 30 hr
    - 1.6.3. Measurement - 25 hrs
    - 1.6.4. Experimental Design - 20 hr
    - 1.6.5. Fundamental Elements of Behaviour Change and Specific Behaviour Change Procedures - 45 hr
    - 1.6.6. Intervention and Behaviour-Change Considerations 10hr
    - 1.6.7. Behaviour-Change Systems -10 hr
    - 1.6.8. Implementation, Management, and Supervision - 10 hr
    - 1.6.9. Ethics and Professional Conduct - 45 hr
    - 1.6.10. Any behaviour analytic content - 30 hr
  - 1.7. 1500 hours of behaviour analytic experience
    - 1.7.1. 75 hours of supervision
    - 1.7.2. 1425 hours of supervised experience; and
  - 1.8. satisfied the Board that they are a fit and proper person as defined below



## Certified Behaviour Analyst - Undergraduate

1. To be eligible for the Certified Behaviour Analyst - undergraduate status, a person must:
  - 1.1. Currently a BCaBA; and
  - 1.2. satisfied the Board that they are a fit and proper person as defined below; or
  - 1.3. Undergraduate degree or graduate certification (AQF level 7 or 8 or an international equivalent recognised by TEQSA) in any field;
  - 1.4. Must have 180 university course hours with focus on behaviour analysis. The following content and course hours need to be met:
    - 1.4.1. Ethical and Professional Conduct - 15hr
    - 1.4.2. Concepts and Principles of Behaviour Analysis - 45 hr
    - 1.4.3. Identification of the Problem and Assessment - 30 hr
    - 1.4.4. Measurement (including data analysis) - 10 hr
    - 1.4.5. Experimental Design - 5hr
    - 1.4.6. Fundamental Elements of Behaviour Change and Specific Behaviour-Change Procedures - 45 hr
    - 1.4.7. Intervention and Behaviour-Change Considerations - 5 hr
    - 1.4.8. Behaviour-Change Systems - 5hr
    - 1.4.9. Implementation, Management, and Supervision - 5 hr
    - 1.4.10. Discretionary Behaviour-Analytic Content - 15 hr
  - 1.5. Behaviour analytic courses need to meets the following:
    - 1.5.1. Received academic credit for the courses.
    - 1.5.2. Received a passing mark (HD, D, C, or P or equivalent in your country of study) in each course.
  - 1.6. 1000 hours behaviour analytic supervised experience with supervision:
    - 1.6.1. 50 hours of supervision
    - 1.6.2. 950 hours of supervised experience; and
  - 1.7. Satisfied the Board that they are a fit and proper person as defined below.

## Professional Member

1. To be eligible for the Professional member status, a person must:
  - 1.1. Undergraduate degree or higher (AQF level 7-10 or an international equivalent recognised by TEQSA) in any discipline;
  - 1.2. 1000 hours applied behaviour analytic experience; and
  - 1.3. Satisfied the Board that they are a fit and proper person as defined below.



## Associate Member

1. To be eligible for the Associate member status, a person must:
  - 1.1. Senior Secondary Certificate of Education or higher certification or diploma (AQF 1-10 or an international equivalent recognised by TEQSA) in any discipline;
  - 1.2. Completion of 40 hours RBT Training; and
  - 1.3. satisfied the Board that they are a fit and proper person as defined below.

## Student Member

1. To be eligible for the Student member status, a person must:
  - 1.1. Currently enrolled in any university course (AQF level 7-10 or an international equivalent recognised by TEQSA) and does not qualify for any other level of membership; and
  - 1.2. Satisfied the Board that they are a fit and proper person as defined below.

## Supporting Member

1. To be eligible for the Student member status, a person must:
  - a. This membership category is for anyone who is interested in ABA and would like to be a part of ABA Australia and does not qualify for the types of memberships listed above.

## Fit and Proper Person

1. A Fit and Proper Person is an individual who the Board regards as being suitable to be a member of the Association. In determining whether an individual is a 'fit and proper person' and therefore eligible to be a member of the Association, the Board will give regard to the following:
  - 1.1. whether the person has any current criminal charges or prior criminal convictions, or
  - 1.2. whether the person has any prior ethics or disciplinary penalties as determined by the Association, other professional bodies, regulatory boards or complaint commissions or their equivalent jurisdictional bodies.



## Membership Application Details

1. In submitting an application for membership of the Association a person will:
  - 1.1. submit the application for membership online on the Association's website, together with a certified copy (as required) of the applicant's ABA qualifications; or
  - 1.2. submit the application for student membership online on the Association's website, together with enrolment confirmation demonstrating enrolment in an university program (AQF level 7-10 or an international equivalent recognised by TEQSA);
  - 1.3. submit a declaration that the applicant is not currently suspended or ineligible for professional certification, registration or membership in Australia or another country on the grounds of any current and relevant domestic or overseas professional misconduct matters that would be recognised as such by the Association;
  - 1.4. submit a declaration that they will adhere to the Association's Code of Ethical Practice;
  - 1.5. provide the result of an Australian Federal Police check, if requested by the Association;
  - 1.6. submit other declarations and/or provide other disclosures that the Association may reasonably require and which, in its absolute discretion, the Association will determine if such declarations or disclosures preclude Association membership; and
  - 1.7. pay the required application fee.

## Approval of Membership Applications

1. The Association's membership committee will consider applications for membership in accordance with the Constitution of the Association and the criteria for membership set out in this By-Law for certified behaviour analysts, certified behaviour analyst - undergraduate, Professional, Affiliate, and Student members. Supporter members will automatically be granted membership once their membership fee is paid.





## Applications for Membership from Overseas Applicants

1. For those persons who have completed overseas education programs, the membership committee will examine their applications to determine whether the education programs meet the current eligibility requirements of the Association.
2. If the assessment of their qualifications is favourable, and the applicant is not currently suspended or ineligible for professional certification, registration or membership in another country on the grounds of any current and relevant misconduct matter that would be recognised as such by the Association, the membership officer, will admit as members those applicants provided that, in addition to their qualifications, they submit a declaration that they will adhere to the Association's Code of Ethical Practice.

## Admission to Membership

1. The membership committee will endeavour within thirty (30) calendar days of receipt of an application to notify the applicant in writing that:
  - 1.1. the applicant has been approved for membership of the Association and will request the applicant to forward the first year's membership fees, if online; or
  - 1.2. the applicant has not been approved for membership stating the reasons for refusal and the right to appeal that decision.
2. On receipt of the payment of the required membership fees, the membership committee will enter the applicant's name, address and the date of entry in the register of members to be kept by the membership officer and from that date the applicant becomes a member of the Association.

## Appeals to the Board Against Membership Refusal

1. Any appeal against membership refusal must be lodged by the applicant to the Association within 28 calendar days of them receiving notification of the refusal.
2. The Association may uphold that appeal and admit the individual to membership.
3. If the Association does not uphold the appeal, they will immediately refer the appeal to the CEO who, within 30 calendar days will reassess the application against the current membership requirements and will advise the applicant in writing either:
  - 3.1. confirming the refusal to admit to membership giving reasons for the refusal; or
  - 3.2. upholding the appeal and admit to membership.
4. The CEO in confirming the refusal to admit to membership will also advise the applicant that they may lodge an appeal to the Board which must be in writing, addressed to the President, setting out detailed grounds which may only be based on evidence of



- incorrect procedure in the assessment process.
5. The Board must meet within 2 calendar months to consider the appeal.
  6. The meeting may be held using any technology at the Board's disposal.
  7. The Board will decide whether the correct procedures have been followed to reach the original decision by the CEO.
  8. As soon as possible after the meeting and/or no longer than 14 calendar days the Board must:
    - 8.1. confirm the CEO's assessment that correct procedures for the assessment were used; or
    - 8.2. if the Board decides that correct procedures may not have been followed instruct the CEO to conduct a second assessment of the application for membership; and
    - 8.3. inform the CEO where the Board believes the correct procedures have not been followed; and
    - 8.4. inform the applicant of the Board's decision.
  9. Board only has the final say on whether the process used by the CEO in the determination of eligibility was correct.

## Reinstatement of Membership

1. The Board must reinstate a person's membership when they:
  - 1.1. have previously been accepted for membership but have resigned or have allowed it to lapse for a period of time, and
  - 1.2. are still deemed to be a fit and proper person as defined above.
2. Board is not obligated to reinstate an individual's membership if it has been suspended or cancelled due to an ethical or disciplinary process being undertaken or in response to a criminal conviction being recorded against the individual.

## Confidentiality

1. All activities surrounding the processing of a membership application shall be held in confidence.



## By-Laws Modification History

Date	Version	Details
2022	2	12/08/2022