

<p><b>Policy Title</b> Suspension of a Provider (or Centre)</p>
<p><b>Policy Category</b> Quality Endorsement</p>
<p><b>Policy Objective</b> To provide a transparent and fair process whereby a NEAS provider's membership may be suspended for a fixed time period.</p>
<p><b>Policy Statement</b> The NEAS Board recognises that there are circumstances where a provider's membership may be suspended for a period of time prior to a decision to terminate or otherwise continue their membership.</p>
<p><b>Circumstances for Suspension</b> Suspension is considered when the circumstances around a Quality Endorsed member may include but are not limited to a provider's standing in relation to:</p> <ol style="list-style-type: none"> <li>1. Conduct which is not consistent with NEAS' mission statement and values and may be viewed as questionable by external stakeholders</li> <li>2. Failure to address critical non-compliances in a reasonable and timely manner</li> <li>3. Unresolved criminal, regulatory or other legal proceedings against a provider, their directors or employees</li> <li>4. Registration of the provider is suspended by a government or other registering authority</li> </ol>
<p><b>Procedure for Suspension</b></p> <ol style="list-style-type: none"> <li>1. Information related to circumstances for suspension will be examined by a NEAS Endorsement Committee. The Committee will prepare a recommendation to the NEAS Board.</li> <li>2. The NEAS Board will consider the circumstances for suspension and the recommendation of the NEAS Endorsement Committee in making a determination.</li> <li>3. Where the NEAS Board determines that a provider's membership is to be suspended, the provider will be advised in writing. The reasons for the suspension and the timeframe will be outlined.</li> <li>4. The duration of a suspension is for a minimum of two months.</li> </ol>
<p><b>Outcome of Suspension</b></p> <ul style="list-style-type: none"> <li>• The provider will be informed of the decision to suspend them as a NEAS Quality Endorsed ELT centre</li> <li>• The registering authority will be advised of the decision to suspend the provider</li> <li>• The limitations of suspended membership include the removal of member benefits: <ul style="list-style-type: none"> <li>○ Use of NEAS quality mark from all <u>new</u> marketing and <u>current</u> website and electronic marketing media</li> <li>○ Removal of the provider from the NEAS website listing and NEAS marketing collateral until suspension outcome is resolved</li> </ul> </li> <li>• At its discretion NEAS may conduct a full Quality Review Visit</li> <li>• The provider is required to pay annual NEAS fees</li> </ul>
<p><b>Linked Documents</b> Policy – NEAS Endorsement Committee</p>
<p>V6 Approved by Patrick Pheasant 21/09/2019</p>