



MEMBERSHIP CONFLICT OF INTEREST POLICY

contact@ptukorg.com
The Coach House – Belmont Road – UCKFIELD – TN22 1BP

Introduction

This policy applies to all prospective and current PTUK members. PTUK recognises that members may have vested interests outside of their role and does not discourage involvement in external activities. However, this policy is designed to provide protection to PLAY THERAPY UK (PTUK) and members from reputational damage and other liabilities should a conflict occur and not be managed appropriately.

Definition

A conflict of interest occurs when PTUK member has personal, financial or other interests that contradict the interests of PTUK and / or its [Ethical Framework](#) and other relevant policies and procedures. A conflict of interest may have implications on the member's judgement which may lead them to actions, activities or relationships that undermine PTUK and may place it at a disadvantage.

A perceived conflict of interest is when it might appear to others that a PTUK member has personal, financial or other interests that contradict the interests of PTUK.

Conflicts of interest between PTUK and members can arise in a variety of circumstances and may include, but are not limited to, where PTUK members:

- have a family member who uses the service
- use their membership to their personal advantage
- engage in activities that bring direct or indirect profit to a competitor of PTUK
- own shares of a competitor's stock
- use connections obtained through PTUK for their own private purposes
- use PTUK equipment or means to support an external business
- act in ways that may compromise PTUK's legality (e.g. contravening Intellectual Property Rights clause/s in any outside consultancy agreements and / or employments, taking bribes or bribing representatives of legal authorities, etc)

PTUK members should refrain from allowing their actual or perceived personal, financial or other interests and activities from coming into opposition with the interests and integrity of PTUK.

The possibility that an actual or perceived conflict of interest may occur can be addressed and resolved before any actual damage is done. Therefore, when a PTUK member understands or suspects that a conflict of interest exists or may be perceived to exist, they, as a matter of urgency, should bring this matter to the attention of the PTUK Clinical Manager or the PTUK Registrar so corrective actions may be taken.

The responsibility for resolving any conflict of interest lies with the above, involving senior management where necessary.

A conflict of interest should be declared at the earliest opportunity.

PTUK will attempt to resolve any conflicts of interest as fairly and as reasonably as possible.

If no resolution can be found, the final action to be taken will rest with senior management. If a conflict of interest or perceived conflict of interest is deliberately concealed by a person acting on behalf of PTUK or if no solution to one can be found, PTUK may terminate their membership and / or an independent external moderation will be used where conflicts cannot be resolved through the usual procedures.

The information provided will be processed in accordance with data protection principles as set out in the Data Protection Act 1998 and GDPR 2018. Data will be processed only to ensure that PLAY THERAPY UK (PTUK) Executive Board, members, employees, and sub-contractors act in the best interests of the company. The information provided will not be used for any other purpose.

DOCUMENT INFORMATION:	
Date Written: 07/05/2025	Written by: Maria Bayne
Ratified by: Monika Jephcott, CEO	Date ratified:
Date of next review:	
Date review carried out:	Review completed by:
Date of next review:	Date ratified:
Date review carried out:	Review completed by:
Date of next review:	