

## Frequently asked questions

**How much does membership cost and how do I join?** See <https://www.som.org.uk/membership> and complete the online form.

**Do I need to live in the UK to join?** No, we welcome members from all over the world. Overseas membership is available, and you will receive all the membership benefits, including an online subscription to the journal.

**Am I eligible to join?** Our membership is truly multidisciplinary so if you are a nurse, doctor, technician, occupational therapist, or any other allied healthcare professional with an interest in occupational health, you are welcome to join.

If you are a workplace wellbeing practitioner, view the voluntary code of practice [here](#).

If you are a lecturer, academic or researcher into occupational health, you would be eligible to join.

Students are especially welcome.

If you work for a corporate, apply for your organisation to be a SOM corporate supporter at <https://www.som.org.uk/corporate-supporter>.

If you do not appear in the list above, please [apply to join](#) as a [professional partner member](#).

**Planning to retire?** Become a SOM Retired Member and share your expertise with SOM. More information [here](#). Continuing as a retired member allows you to still be an active part of the SOM and receive all the membership benefits it has to offer. These include online subscription to the journal.

**How can I access the Journal?** We have now moved to a sustainable, flexible option of providing access online only. This is included with full membership and is accessed via the [SOM website members area](#) using your login details for your account. Hard copies can still be received if you wish, although the fee is higher

**Can I subscribe to the Journal without becoming a member?** Subscriptions are available for Institutions and Corporate Subscribers. Individuals are encouraged to access the journal with a SOM membership.

**Informing us of a member's death** It is sad to hear when members have died. But please let us know, so that we can update our records, and can ensure no further membership payments are collected, or unnecessary communications sent. You can notify us by emailing us with the following details: full name of the person who has died, date of birth, home address and date of death SOM are keen to pay tribute to the life and work of our members who have worked so hard to improve healthcare for other people. We invite any family members, friends or colleagues to share their memories of the professional by writing an obituary which we would publish in our Newsletter. We also welcome tributes for those who are not members of the SOM but have contributed to the SOM, please email the SOM office

**What options are there for Group membership?** Group membership is for organisations wishing to pay for a group of 3 or more people to be SOM members. Group members receive full member benefits with further discounts. Please contact [membership@som.org.uk](mailto:membership@som.org.uk) for more details. [Rates for 2024 are here](#).

## **For existing SOM members**

**Do I need to wait for my membership to be processed before I can start using my benefits?** If you purchased your membership online, you should receive immediate online access to SOM resources and member benefits.

**How long does it take for my membership to be set up?** Once your application has been received, it will be processed immediately and you will have access to the SOM Members area. The SOM membership team will send you a welcome email. If the membership team have any queries about your application, they will be in touch to clarify details before your membership is approved.

**How do I renew my membership?** All members renew in the first quarter of the year. You will receive a renewal notice in November. After this date, you can sign into your online account and [renew online](#) or email [membership@som.org.uk](mailto:membership@som.org.uk). Your membership will renew automatically if you are on direct debit.

**How do I cancel my membership?** If you are on an annual direct debit your membership will lapse at the end of the year if you cancel your direct debit.

If you are on a monthly direct debit contract (12 month minimum term applies) please let us know by emailing [membership@som.org.uk](mailto:membership@som.org.uk) if you cancel your direct debit, in all other cases your membership will lapse at the end of the year if you do not renew it and you do not need to do anything.

**How can I change this?** If you paid by Direct Debit, your membership subscription is set to auto renew at the time of renewal. If you would like to change this, email [membership@som.org.uk](mailto:membership@som.org.uk)

**How can I make changes to my membership, such as changing my payment method or membership type?** To change your payment method or membership grade please email [membership@som.org.uk](mailto:membership@som.org.uk)

**I am a full member but not receiving the Journal of Occupational Medicine – what shall I do?** Please email [membership@som.org.uk](mailto:membership@som.org.uk)

**Can I claim tax relief on my membership?** If you are a UK taxpayer, you may be eligible to claim between 20-40% of your membership subscription from HMRC. You may also be able to backdate your claim for previous subscriptions. Further information on making a claim is available on the HM Revenue and Customs website.

**I am moving or returning from overseas, how will this affect my membership?** We can adjust your membership accordingly to reflect your circumstances, email [membership@som.org.uk](mailto:membership@som.org.uk)

**How can I change my email address?** If you would like to change the email address you have registered with on the website, you are able to do this yourself in the 'user details' section of the members area <https://www.som.org.uk/member/home>

**How can I update my personal details and contact preferences?** You can do this at any time by logging into the website and going to the 'user details' section of the members area <https://www.som.org.uk/member/home>

**How do I apply for an Appraisal?**

For more information on our Appraisal service please click here <https://www.som.org.uk/gaas-appraisal-scheme>

## **SOM Events**

**Can I cancel or make changes to my event booking?** No refunds can be given on cancellations made less than four working days before the meeting. Delegate substitutions are possible – do let us know at [admin@som.org.uk](mailto:admin@som.org.uk). To make a cancellation or changes to your event booking, please email [admin@som.org.uk](mailto:admin@som.org.uk)

**How can I get my CPD certificate?** If you attended an event which is CPD accredited or a SOM webinar, you will be sent an attendance certificate. Please note that the certificates only become available after the event has passed.

**I have booked an event on behalf of someone else, but I have not received an event confirmation email. Why?** The confirmation email is sent to the email address you entered for the delegate at the time of your booking. This is so that we can make sure they receive all the event details in advance contact [admin@som.org.uk](mailto:admin@som.org.uk)

**I haven't received my event confirmation – what should I do?** If you have booked an event and have not received an email from us confirming the booking, please contact [admin@som.org.uk](mailto:admin@som.org.uk).

**I have booked for a webinar; how do I watch the meeting?** You will receive an email before the webinar is due to begin. This will include a link to join the webinar. We also record webinars which will be sent to you afterwards and are available in the members area.