

香港表達藝術治療協會

2024/25 專業責任保險申請指引

香港表達藝術治療協會 (EATA HK) 與「AIA International Limited」合作，與「Excel Insurance Brokers Limited」提供專業責任保險。此次申請僅適用於本會的專業會員或準專會員。保單將在2024年5月1日至2025年4月30日期間生效，全年保費為每位900.9港元（已包括徵費）。

I. 投保資格

- 申請人需滿足以下條件：
 - 國際表達藝術治療協會 (簡稱 IEATA®) 的註冊表達藝術治療師 (REAT®); 及/或
 - 國際表達藝術治療協會 (簡稱 IEATA®) 的註冊表達藝術顧問/教育工作者 (REACE®); 及/或
 - 澳洲、紐西蘭及亞洲創意藝術治療協會 (簡稱 ANZACATA) 的註冊藝術(表達藝術)治療師 (AthR) 並已修畢由本協會認可之表達藝術治療訓練。
- 申請人需擁有本會之有效專業/準專業會員會籍，並通過本會進行保險申請。

II. 申請程序

- 請先申請或更新您的會籍並支付會費。
- 請確保您填妥了[專業責任保險續保及新申請表格]，並附上必要的證明文件（例如碩士學位畢業證書或專業證書），於2024年4月13日(23:59)或之前提交網上表格。請注意，表格填寫失誤或欠交證明文件以致未能如期進行有關審批，則無法購買專業責任保險。
- 〔只適用於首次申請〕您的申請和文件將由IEATA®或ANZACATA的合格審查人員進行詳細審核。如果您的申請獲得批准，您將在2024年4月21日或之前收到來自本會的確認電子郵件。
- 隨後，閣下將會收到另一封來自保險中介人的電郵後，請於2024年4月30日或之前回覆電郵，並附上填妥的投保書 (Declaration for Individual Creative Arts Therapist)，並付款方式支付全年保費港幣\$900.9元。

III. 申請結果

成功投保者將獲 AIA International Limited 發放個別投保證書¹。如有查詢，請透過電子郵件 membership@eatahk.org 與我們取得聯絡。

¹ 實際生效日期和責任險費用將由 AIA International Limited 批核和作最終決定。

專業責任保險申請人須知

所有申請人有責任提供準確信息並如實填寫 [專業責任保險續保及新申請表格]，並有責任確保其本會會員資格和專業註冊有效。

為確保每位申請人申請專業責任保險的適當性和資格，本會將要求審核員閱讀 [專業責任保險續保及新申請表格] 並向保險公司提出建議。

為了保護審核員並確保審核客觀，本會將對審核員的身份保密。本會採用匿名審核，因此申請人的姓名不會被透露給審核員，審核員不會知悉申請人身份。

每個審核員都應簽署一份保密協議，並對所有申請相關資料保密。他們必須向本會披露是否存在任何可能導致建議偏頗的利益衝突。

申請人有責任提交準確資料。本會審核員只會提供建議。申請人應當自行核對 [專業責任保險續保及新申請表格] 內的資料。

如日後申請人提出索賠要求，保險公司會將 [專業責任保險續保及新申請表格] 視為正式調查文件。

IEATA®建議表達藝術治療的學生/見習生直接服務和督導需達到一定比例；而 ANZACATA 亦建議有持續的督導。擁有督導對於負責任的實踐和專業發展非常重要。

任何否絕決定都應得到客觀事實的支持，並經過第二位審查人員進行二次審查和簽署。

由於投保書 (Declaration for Individual Creative Arts Therapist) 涉及年收入等敏感數據，申請人在收到已批核的 [專業責任保險續保及新申請表格] 的掃描文件後，需要直接將其與支票一起寄給保險公司。

參考資料：專業資格和認可機構

➤ 國際

○ 國際表達藝術治療協會 (IEATA) 註冊表達藝術治療師 (REAT) <http://www.ieata.org/>

○ 美國戲劇治療協會 (NADT) 註冊戲劇治療師 (RDT)

<http://www.nadta.org/>

➤ 澳州、紐西蘭和亞洲

○ 澳州、紐西蘭和亞洲創意藝術治療協會 (ANZACATA)

<http://www.anzacata.org/>

Expressive Arts Therapy Association of Hong Kong **Application for Professional Indemnity Insurance 2024/25**

Expressive Arts Therapy Association of Hong Kong (EATA HK) and AIA International Limited have worked out the Professional Indemnity (PI) Insurance with the ***Excel Insurance Brokers Limited*** for local expressive/creative arts therapists. The policy would be effective from 1/5/2024 to 30/4/2025 offered to our Professional/Associate members. The premium is HK\$900.9 (Levy included) per person.

I. Requirement for joining the insurance:

1. The applicant should be
 - i. Registered Expressive Arts Therapist (REAT®) with the International Expressive Arts Therapy Association (IEATA®); AND/OR
 - ii. REACE® | Registered Expressive Arts Consultant/Educators (REACE®) of The International Expressive Arts Therapy Association (IEATA®); AND/OR
 - iii. Registered Arts Therapist (AthR) of The Australian, New Zealand and Asian Creative Arts Therapies Association (ANZACATA) who completed the expressive arts therapy training recognized by the Expressive Arts Therapy Association of Hong Kong.
2. The applicant should apply through the EATA HK with valid Professional/Associate membership.

II. Application Procedures:

1. Apply or renew your membership and settle the membership fee.
2. Ensure that you submit the completed [Renewal and New Application Form for Professional Indemnity Insurance], along with the necessary supporting documents (e.g., master's degree graduation certificate or professional certificate) via [online form](#) **by 13/4/2024 (23:59)**. Please note that incomplete or inaccurate forms and supporting documents will result in the PI Insurance purchase process not being proceeded with.
3. **[FOR NEW APPLICATION ONLY]** Your applications and documents will undergo a thorough review by a qualified reviewer(s) of IEATA® and/or ANZACATA. If your application is approved, you will receive a confirmation email on or before 21/4/2024.
4. Upon receipt of another email from the insurance agent, please kindly reply to the email, as well as submit the completed PI Insurance Proposal Form (Declaration for Individual Creative Arts Therapist) and settle the payment of premium **by 30/4/2024**.

III. Results:

A certificate² will be issued by AIA International Limited to each successful applicant. Please feel free to contact us (membership@eatahk.org) for further enquiries.

² The actual effective date and fee of PI Insurance will be determined and finalized by AIA International Limited.

Reminder Guide for Professional Indemnity (PI) Insurance Applicants

All applicants are liable to provide accurate information and complete the [Renewal and New Application Form for Professional Indemnity Insurance] truthfully. They are responsible for ensuring that their EATA HK membership and professional registration are valid.

To ensure the suitability and eligibility of each applicant regarding his/her application for the PI Insurance, EATA HK will ask reviewers to read the [Renewal and New Application Form for Professional Indemnity Insurance] and provide their recommendations for the insurance company.

To protect the reviewers and ensure objective review, our EATA HK will maintain the confidentiality of their identities. Blind review will be conducted, meaning the reviewers will not be aware of the applicant's name, and the applicant will not know the identities of the reviewers.

Each reviewer is required to sign a Non-Disclosure Agreement and keep all information related to the application confidential. They must also disclose any potential conflicts of interest that could bias their recommendation to EATA HK.

Applicants are responsible for submitting accurate information. The reviewers will provide recommendations based on the information provided. It is the applicant's responsibility to verify the accuracy of the data and information submitted on the review forms.

If a claim is made, the insurance company will consider the review form as an official document for investigation purposes.

IEATA® suggests that expressive arts therapy students/interns maintain a certain ratio of supervision to direct client hours, while ANZACATA recommends ongoing supervision. Having a supervisor is crucial for accountable practice and professional development.

Any refusal decision should be supported by objective facts with a second level of review and countersignature by a second reviewer.

Due to the sensitive nature of the PI Insurance Proposal Form (Declaration for Individual Creative Arts Therapist), which includes information such as yearly income, applicants are required to send it directly to the insurance company along with the payment, after receiving a scanned copy of the recommended review form.

References: Professional Qualification & Recognized Bodies

- International
 - Registered Expressive Arts Therapist (REAT®) with International Expressive Arts Therapy Association (IEATA®)
<http://www.ieata.org/>
 - Registered Drama Therapist (RDT) by the National Association of Drama Therapy (NADT)
<http://www.nadta.org/>
- Australian, New Zealand and Asian
 - The Australian, New Zealand and Asian Creative Arts Therapies Association (ANZACATA)
<http://www.anzacata.org/>