



HCCI Membership Criteria

Thank you for your interest in applying for membership of the Home and Community Care Ireland. We appreciate your interest as we are keen to develop a vibrant association.

In order to process your application, we require the following documents:

1. A signed copy of the enclosed HCCI Constitution.
2. A signed copy of the enclosed HCCI Code of Conduct.
3. A Signed copy of the HCCI Home Care Standards.
4. A copy of your Insurance Certificate and letter from your insurance broker indicating that all carers are covered by Employers and Public Liability Insurance to the value of at least €6m and €13m respectively.
5. A letter from your Auditor – indicating that your company is trading for at least six months and that your company are directly employing all carers and are deducting the relevant PAYE / PRSI and paying holiday pay to all of them. We also require auditor confirmation that you are not a principle or associated with any other venture in the home care field that may not comply with the association's code of conduct.
6. A cheque payment for the annual membership subscription fee. In order to establish the most appropriate membership subscription rate for your organisation, please contact us and we will provide you with the membership subscription schedule.

In addition to the above, your organisation shall undergo an audit carried out by an Auditor appointed by the HCCI.

Once your organisation has completed all of the above, your application will be considered at the next meeting of the association.

Yours sincerely,

Chairperson