



## Procedures for MSQH Membership Application

### Greetings from Malaysian Society for Quality in Health

Below are the procedures for the MSQH Membership Application:

1. Interested applicants must fill up the Membership Application Form. The form can be obtained from MSQH Secretariat or via online ([click here](#))
2. Completed **Application Form** shall be submitted to the MSQH Secretariat along with the **full payment of membership fees** and **supporting documents** namely the following:

#### Ordinary and Associate Ordinary Member

- Brief Curriculum Vitae (CV) with recent passport sized photograph

#### Corporate and Associate Corporate Member

- Organisational profile with license and registration
- Organisational logo

3. Auto-generated invoice will be provided upon submission of registration form. To download the invoice please click the 'confirm' button in the invoice page before exit.
4. Payment for **One Time Registration Fee** and **Annual Subscription Fee** is payable to:  
Bank Account: Persatuan Kualiti Kesihatan Malaysia  
Account No: 8001130728  
Bank Address: CIMB Bank, Jalan Tuanku Abdul Rahman, Kuala Lumpur, Malaysia

The cheque can be sent to:

Malaysian Society for Quality in Health (MSQH)  
B.6-1, Level 6,  
Menara Wisma Sejarah 230,  
Jalan Tun Razak,  
50400 Kuala Lumpur Malaysia

5. The applicant is required to submit the proof of payment or copy of bank in-slip to [membership@msqh.com.my](mailto:membership@msqh.com.my)
6. Application will be assessed and reviewed by the CEO and Secretary, and will be submitted to MSQH Committee for approval thereafter. The following criteria serve as a guide with reference to the constitution:

Healthcare related services for Ordinary and Corporate Membership will be at the discretion of the Committee. Associate (Ordinary and Corporate) Membership:

- Architecture for healthcare;
- Biomedical equipment maintenance and management;
- Hospital support services;
- ICT service;
- Indoor air quality;
- Labeling and signage;
- Linen and laundry service;
- Medical devices, related apparatus and equipment;
- Pharmaceutical products;
- Storage and warehouse management;
- Trainer;  
-in healthcare industry with knowledge of MSQH and relevant healthcare management standards,

- with relevant general management knowledge applicable to healthcare especially on quality and safety assurance
  - Other than the above, applicants who are interested in healthcare quality will be at the discretion of the Committee.
7. Once approved, applicant will be notified and shall receive the Welcome Letter from the MSQH Secretariat.

### **Things to Know**

8. **Membership Period**

The Membership Year shall be the financial period of one year, being the Calendar year commencing on the first day of January.

9. **Renewal Membership**

The Annual Subscription shall be payable to the Treasurer in advance on or before the 1st of November every year.

Members who allow their Annual Subscription to be owing on or after 1st March of the current year immediately ceases to be member of the Society.

10. **Membership Terms & Conditions**

- Membership is open to both citizens and non-citizens of Malaysia and to corporations which have been incorporated or created both in and outside of Malaysia.
  - All applicants for membership shall be submitted in the prescribed form.
  - Membership approval is subjected to the Committee's discretion.
  - MSQH shall have the power to amend the amount of the Annual Subscription Fee or the Entrance/Registration Fees from time to time as and when necessary, on the condition that the said amendment has been approved by the Registrar of Societies beforehand.
  - Any Member who loses all rights and privileges of membership shall have no right to or any claim upon the property or funds of the Society.
  - The Committee has the power to review the application for re-admittance and impose penalties for the member whose Membership has ceased or terminated by reason of unpaid arrears.
  - MSQH shall have the right to terminate the application in the event of incomplete application, unpaid arrears or natural disaster.
  - MSQH reserved the rights to amend the privileges, benefits and terms of conditions from time to time at their sole discretion without prior notice.
  - Membership application and discounts is not transferable.
  - MSQH will not be held accountable for any mail lost in post.
  - Photocopy of the membership form is acceptable.
11. A member who paid membership fees for three (3) years consecutively from the current year, is entitled for a 5% percent discount.
12. The following organisations and individuals are required to apply and maintain their membership status for the duration of their award or appointment: -

- a) Accredited healthcare facilities and services; and
- b) Committee members, Councillors and surveyors