

Appendix

Appendix 1

New Zealand Institute of Professional Counselling Code of Ethical Conduct

1. The counsellor (tutor and/or student) will do nothing that is not in the best interest of their clients.
2. The counselling relationship is for the benefit of the client, and the emotional well being of the client will be the paramount concern of the counsellor.
3. Total confidentiality will be maintained, subject only to the following exceptions:
 - a) Disclosures with the express permission of the client
 - b) Disclosures which lead the counsellor to believe that serious harm may befall a client or third party. The counsellor will exercise professional judgment, if necessary after consultation with senior colleagues, in deciding whether to breach confidentiality or not
 - c) Disclosures compelled by Acts of Parliament and Courts of Law
 - d) Where clients are judged incapable of giving consent to disclosure, consent must be sought from those authorised to represent their interests
4. Case information in any form (e.g. verbal, visual or written material) in publications, teaching or public presentations is used only where the identity of the clients or subjects concerned is disguised, unless informed consent has been obtained for presentation.
5. Counsellors will make provision for protecting client confidentiality in the storage and disposal of research and case records.
6. The number of counselling sessions will be kept to the minimum required to achieve the aims the client wants to achieve through counselling.
7. Each counsellor is obliged to comply with the Official Information Act 1982 and the Privacy Act 1993, and to notify the client of the purpose for which personal data is processed.
8. Counsellors do not condone or engage in sexual harassment, which is defined as, deliberate or repeated comments, gestures, or physical contacts of a sexual nature. Sexual relations with clients are unethical and prohibited.

Responsibilities to the client

9. Counsellors take all reasonable steps to avoid harm to their clients as a result of the counselling process.
10. Counsellors faced with situations which extend the boundary of their competence seek supervision and consider referral to other professionals.
11. In the event of harm resulting from counselling, counsellors take responsibility for restitution. Professional Indemnity insurance should be considered in this context.