



CCAPP CREDENTIALING  
CA CERTIFIED CLINICAL SUPERVISOR CODE OF ETHICS

**Principle 1: Non-discrimination**

The Clinical Supervisor should not discriminate against clients or professionals based upon race, religion, sex, age, handicaps, national ancestry, sexual orientation or economic conditions.

**Principle 2: Responsibility**

The Clinical Supervisor should espouse objectivity and integrity, and maintain the highest standards in the services the Clinical Supervisor offers.

- A. The Clinical Supervisor, as teacher, should recognize the supervisor's primary obligation to help others acquire knowledge and skill in dealing with the disease of chemical dependency.
- B. The Clinical Supervisor, as practitioner, should accept the professional challenge and responsibility deriving from the supervisor's work.

**Principle 3: Competence**

The Clinical Supervisor should recognize that the profession is founded on International Standards of competence, which promote the best interests of society, of the client, of the counselor and the profession as a whole. The supervisor should recognize the need for ongoing education as a component of professional competency.

- A. The Clinical Supervisor should prevent the practice of alcoholism and drug abuse counseling by unqualified and unauthorized persons.
- B. The Clinical Supervisor who is aware of unethical conduct or of unprofessional modes of practices should report such violations to the appropriate certifying authority.
- C. The Clinical Supervisor should recognize boundaries and limitations of counselor's competencies and not offer services or use techniques outside of these professional competencies.
- D. The Clinical Supervisor should recognize the effect of professional impairment on professional performance and should be willing to seek appropriate treatment for oneself or for a colleague. The supervisor should support peer assistance programs in this respect.



## CCAPP CREDENTIALING

### Principle 4: Legal Standards and Moral Standards

The Clinical Supervisor should uphold the legal and accepted moral codes, which pertain to professional conduct.

- A. The Clinical Supervisor should not claim directly or by implication, professional qualifications/ affiliations that the supervisor does not possess.
- B. The Clinical Supervisor should not use the affiliation with the California Association of Alcoholism and Drug Abuse Counselors for purposes that are not consistent with the stated purposes of the Association.
- C. The Clinical Supervisor should not associate with or permit the supervisor's name to be used in connection with any services or products in a way that is incorrect or misleading.
- D. The Clinical Supervisor associated with the development or promotion of books or other products offered for commercial sale should be responsible for ensuring that such books or products are presented in a professional and factual way.

### Principle 5: Public Statements

The Clinical Supervisor should respect the limits to present knowledge in public statements concerning alcoholism and other forms of drug addiction.

- A. The Clinical Supervisor who represents the field of alcoholism counseling to clients, other professionals, or to the general public should report fairly and accurately the appropriate information.
- B. The Clinical Supervisor should acknowledge and document materials and techniques used.
- C. The Clinical Supervisor who conducts training's in alcoholism or drug abuse counseling skills or techniques should indicate to the audience the requisite training/qualifications required to properly perform these skills and techniques.

### Principle 6: Publication Credit

The Clinical Supervisor should assign credit to all who have contributed to the published material and for the work upon which the publication is based.

- A. The Clinical Supervisor should recognize joint authorship, major contributions of a professional character made by several persons to a common project. The author who has made the principal contribution to a publication should be identified as first listed.



#### CCAPP CREDENTIALING

- B. The Clinical Supervisor should acknowledge in footnotes or an introductory statement minor contributions of a professional character, extensive clerical or similar assistance and other minor contributions.
- C. The Clinical Supervisor should acknowledge, through specific citations, unpublished, as well as published material, that directly influences the research or writing.
- D. The Clinical Supervisor who compiles and edits for publication the contributions of others should list oneself as editor, along with names of those who have contributed.

#### **Principle 7: Client Welfare**

The Clinical Supervisor should respect the integrity and protect the welfare of the person or group with whom the supervisor is working.

- A. The Clinical Supervisor should define for self and others the nature and direction of loyalties and responsibilities and keep all parties informed of these commitments.
- B. The Clinical Supervisor, in the presence of professional conflict should be concerned primarily with the welfare of the client.
- C. The Clinical Supervisor should terminate a counseling or consulting relationship when it is reasonably clear that the client is not benefiting from it.
- D. The Clinical Supervisor, in referral cases, would assume the responsibility for the client's welfare either by termination by mutual agreement and/or by the client becoming engaged with another professional. In situations when a client refuses treatment, referral or recommendations, the supervisor should carefully consider the welfare of the client by weighing the benefits of continued treatment or termination and should act in the best interest of the client.
- E. The Clinical Supervisor who asks a client to reveal personal information from other professionals or allows information to be divulged should inform the client of the nature of such transactions. The information released or obtained should be used for expressed purposes only.
- F. The Clinical Supervisor should not use a client in a demonstration role in a workshop setting where such participation would potentially harm the client.



#### CCAPP CREDENTIALING

- G. The Clinical Supervisor should ensure the presence of an appropriate setting for clinical work to protect the client from harm and the supervisor and the profession from censure.
- H. The Clinical Supervisor should collaborate with other health care professionals in providing a supportive environment for the client who is receiving prescribed medications.

#### **Principle 8: Confidentiality**

The Clinical Supervisor should embrace, as a primary obligation, the duty of protecting the privacy of clients and should not disclose confidential information acquired, in teaching, practice or investigation.

- A. The Clinical Supervisor should inform the client and obtain agreement in areas likely to affect the client's participation including the recording of an interview, the use of interview material for training purposes, and observation of an interview by another person.
- B. The Clinical Supervisor should make provisions for the maintenance of confidentiality and the ultimate disposition of confidential records.
- C. The Clinical Supervisor should reveal information received in confidence only when there is clear and imminent danger to the client or to other persons, and then only to appropriate professional workers or public authorities on a need to know basis.
- D. The Clinical Supervisor should discuss the information obtained in clinical or consulting relationships only in appropriate settings, and only for professional purposes clearly concerned with the case. Written and oral report should present only data germane to the purpose of the evaluation and every effort should be made to avoid undue invasion of privacy.
- E. The Clinical Supervisor should use clinical and other material in classroom teaching and writing only when the identity of the persons involved is adequately disguised.

#### **Principle 9: Client Relationships**

The Clinical Supervisor should inform the prospective client of the important aspects of the potential relationship.



#### CCAPP CREDENTIALING

- A. The Clinical Supervisor should inform the client and obtain the client's agreement in areas likely to affect the client's participation including the recording of an interview, the use of interview material for training purposes, and observation of an interview by another person.
- B. The Clinical Supervisor should inform the designated guardian or responsible person of the circumstances which may influence the relationship, when the client is a minor or incompetent.
- C. The Clinical Supervisor should not enter into a professional relationship with members

of one's own family, intimate friends or close associates, or others whose welfare might be jeopardized by such a dual relationship.

- D. The Clinical Supervisor should not engage in any type of sexual activity with a client.

#### **Principle 10: Inter-professional Relationships**

The Clinical Supervisor should treat colleagues with respect, courtesy and fairness, and should afford the same professional courtesy to other professionals.

- A. The Clinical Supervisor should not offer professional services to a client in counseling with another professional except with the knowledge of the other professional or after the termination of the client's relationship with the other professional.
- B. The Clinical Supervisor should cooperate with duly constituted professional ethics committees and promptly supply necessary information unless constrained by the demands of confidentiality.

#### **Principle 11: Remuneration**

The Clinical Supervisor should establish financial arrangements in professional practice and in accord with the professional standards that safeguard the best interests of the client, of the counselor and of the profession.

- A. The Clinical Supervisor should consider carefully the ability of the client to meet the financial cost in establishing rates for professional services.



#### CCAPP CREDENTIALING

- B. The Clinical Supervisor should not send or receive any commission or rebate or any other form of remuneration for referral of clients to professional services. The Supervisor should not engage in fee splitting.
- C. The Clinical Supervisor in clinical or counseling practice should not use one's relationship with clients to promote personal gain or the profit of an agency or commercial enterprise of any kind.
- D. The Clinical Supervisor should not accept a private fee or any other gift or gratuity for professional work with a person who is entitled to such services through an institution or agency. The policy of a particular agency to make explicit provisions for private work with its client by members of its staff, and in such instances the client must be fully appraised of all policies affecting the client.

#### Principle 12: Societal Obligations

The Clinical supervisor should advocate in public and legislation to afford opportunity and choice for all persons whose lives are impaired by the disease of alcoholism and other forms of drug addiction. The supervisor should inform the public through active civic and professional participation in community affairs of the effects of alcoholism and drug addiction and should act to guarantee that all persons, especially the needy and disadvantaged, have access to the necessary resources and services. The Clinical Supervisor should adopt a personal and professional stance which promotes the well being of all human beings.

*The undersigned hereby understands and agrees to comply with the code of ethics as outlined in this document. \*\*The undersigned also agrees to abide by the California Department of Alcohol and Drug Program Administrations Code of Conduct outlined in Chapter 8; Subchapter 3, Section 13060. The undersigned also understands and consents to the release of information pertaining to any ethical violation(s) and/or sanctions as part of the process of becoming a CCAPP member, registrant, or a certificant. The information may be disclosed to the DHCS and to the California state-approved certification bodies. I agree to cooperate with complaint investigations and supply information requested during complaint investigations unless such disclosure of information would violate the confidentiality requirements of Subpart 2, Title 42, Code of Federal Regulations.*

---

Signature

---

Date

---

Print or Type Name



## CCAPP CREDENTIALING