

CCAPP CODE OF CONDUCT FOR CREDENTIALLED ALCOHOL AND DRUG PROFESSIONALS

(Version: January 2018)

Principle 1: Credentialed AOD professionals shall conduct themselves in an honest, forthright and professional manner. Credentialed professionals are prohibited from engaging in the commission of any dishonest, corrupt, or fraudulent act substantially related to the qualifications, functions or duties of a credentialed professional including but not limited to the following: a. Securing a credential or renewal by fraud, deceit or misrepresentation on any application or material in support of any application for a credential or renewal; b. Misrepresenting the type or status of credentials held by the person, or otherwise misrepresenting or permitting misrepresentation of his or her education, professional qualifications or professional affiliations to any person, program or entity; c. Refusal or failure to provide proper identifying credential information where appropriate or required (e.g., when offering or providing AOD counseling services, on business cards, on informational or marketing materials, etc.); d. Advertising, marketing or promoting programs, services, training, education or experience in a false and misleading manner, as set forth in Business and Professions (B&P) Code sections 17200, et seq. Code of Regulations (CCR) Title 9, Division 4, Chapter 8, Sections 13000, et seq., as enacted April 1, 2005. 2 CCR Title 9, Div. 4, Chap. 8, Section 13060. 3 C; e. Failing to provide clinical supervision to counselors, supervisees, students, interns and volunteers for counselors who are assigned managerial or supervisory responsibilities; f. Failing to treat colleagues and other professionals with fairness, courtesy and respect; failing to give proper credit and attribution to all who have contributed to a published work; offering counseling services to a client already in a professional relationship with another counselor without the express knowledge of that counselor; exploiting relationships with students, volunteers or research participants; failing to cooperate fully with ethic committees and attempting to coerce the committee, colleagues or staff members with threatening behavior; failing to report counselor ethics violations.

Principle 2: Credentialed AOD professionals shall maintain professionally appropriate boundaries with clients and family members of clients and shall conduct themselves in a professional, non-exploitive and lawful manner, and are prohibited from: a. Engaging in inappropriate social relationships, sexual relations or soliciting sexual relations with a client or with a former client within two years from the termination date of the counseling relationship; b. Committing any act of sexual abuse, misconduct or an act punishable as a sexually related crime; c. Engaging in a business relationship with clients, patients, program participants, residents and/or other persons significant to them within one year from the termination of the counseling relationship; d. Physically, verbally, sexually harassing, threatening or abusing other staff members, clients, patients, program participants, residents and/or other persons significant to any of the above; e. Unlawfully administering to himself or herself any controlled substance as defined in Section 4021 of the California Business and Professions Code (B&P), or using any of the dangerous drugs or devices specified in Section 4022 of the California Business and Professions Code (B&P), or using any alcoholic beverage to the extent, or in a manner, as to be dangerous or injurious to the person holding or applying for a registration, certification or license or to any other person, or to the public. CR Title 9, Div. 4, Chap. 8, Section 13060(f); f. Engaging in the practice of addiction counseling; being present where addiction treatment services are administered; failing to disclose relapse in recovery; or attending program services or activities, if impaired by, intoxicated by, or under the influence of illegal drugs, legally prescribed drugs, or alcohol; g. Failing to self-disclosure of relapse from recovery; h. Failing to inform clients about all financial policies; giving or receiving kickbacks or rebates in exchange for referrals or engaging in fee splitting; accepting payment from a client entitled to the counselor's services through an agency or institution; using their relationship with a client to promote or profit any agency or commercial enterprise.

Principle 3: Credentialed AOD professionals shall comply with all Federal and State Laws and Regulations that pertain to patient/client confidentiality, mandated reporting exceptions, record keeping requirements and patient/client records access. Credentialed AOD counselors are prohibited from: a. Violating client/patient confidentiality except as required or permitted by law including, but not limited to, Title 42 Code of Federal Regulations Part 2, Child Abuse, Elder Abuse and Public Safety laws and Regulations; b. Failing to maintain records consistent with the nature of the services being rendered,

including but not limited to the destruction of records; c. Refusing or denying patient/client access to charts and records as required by law; d. Violating, attempting to violate or conspiring to violate any law or regulation governing AOD credentialed.

CCAPP will provide notification of any changes to the CCAPP Code of Conduct on the CCAPP website at www.ccapp.us and the Weekly Dispatch newsletter 30 days in advance of the effective date.

The undersigned agrees to abide by this Code of Conduct and understands that disciplinary action may occur as a result of violating it.

Name: _____ Date: _____

Signature: _____