

# APPENDIX A

## CODE OF ETHICS FOR BOARD-CERTIFIED SEVENTH-DAY ADVENTIST CHAPLAINS<sup>1</sup>

### PREAMBLE

Adventist chaplains and counselors are grounded in the Seventh-day Adventist Church and informed by professional education and training. They are called to nurture their personal health of mind, body, and spirit, and be responsible for their personal and professional conduct.

Chaplains and Counselors:

- Affirm the dignity and value of each individual.
- Respect the right of individuals and faith groups to choose their own values and beliefs.
- Advocate for accountability to protect the public and advance their profession.
- Do not discriminate in the delivery of spiritual care, whether on the basis of culture, ethnicity, gender, race, sexual orientation, religion, or other factors.

### 1.0 ETHICAL PRINCIPLES IN RELATIONSHIPS WITH CLIENTS

Clients are understood to be persons served, including staff members and fellow professionals, in the specialized institutional/organizational settings where spiritual care is delivered.

Chaplains and Counselors:

- 1.1 Speak and act in ways that honor the dignity and value of every individual.
- 1.2 Provide care that is intended to promote the best interest of the client and to foster strength, integrity, and healing.
- 1.3 Respect the cultural and religious values of those they serve and refrain from imposing their own values and beliefs.
- 1.4 Are mindful of the imbalance of power in the professional/client relationship and refrain from exploitation of that imbalance.
- 1.5 Maintain relationships with clients on a professional basis only.
- 1.6 Avoid or correct any conflicts of interest or appearance of conflicting interest(s).

<sup>1</sup>This Code is an adaptation of the Common Code of Ethics for Chaplains and Counselors, Pastoral Counselors, Pastoral Educators, and Students affirmed by the Council on Collaboration in 2004.

- 1.7 Refrain from any form of sexual misconduct, sexual harassment, or sexual assault in relationships with clients.
- 1.8 Refrain from any form of harassment, coercion, intimidation, or otherwise abusive language or actions in relationships with clients.
- 1.9 Safeguard the confidentiality of clients when using materials for educational purposes or written publication.
- 1.10 Respect the confidentiality of information entrusted to them by clients when communicating with family members or significant others, except when disclosure is required for necessary treatment, granted by client permission, for the safety of any person, or when required by law.
- 1.11 Understand the limits of their individual expertise and make referrals to other professionals when appropriate.

## 2.0 ETHICAL PRINCIPLES IN RELATIONSHIPS BETWEEN SUPERVISORS/ EDUCATORS AND STUDENTS

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Chaplains and counselors respect the integrity of students using the power they have as supervisors/educators in responsible ways.

Chaplains and Counselors:

- 2.1 Maintain a healthy educational environment free of coercion or intimidation.
- 2.2 Maintain clear boundaries in the areas of self-disclosure, intimacy, and sexuality.
- 2.3 Provide clear expectations regarding responsibilities, work schedules, fees, and payments.
- 2.4 Provide adequate, timely, and constructive feedback to students.
- 2.5 Maintain a healthy respect for the personal growth of students and provide appropriate professional referrals.
- 2.6 Maintain appropriate confidentiality regarding all information and knowledge gained in the course of supervision.

## 3.0 ETHICAL PRINCIPLES IN RELATIONSHIPS WITH FAITH COMMUNITY

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Chaplains and counselors are accountable to the church, one another, and other organizations.

Chaplains and Counselors:

- 3.1 Maintain good standing in the Seventh-day Adventist Church.
- 3.2 Abide by the professional practice and/or teaching standards of the state/province, the community, and the institution in which they are employed. If, for any reason, a spiritual care professional is not free to practice or teach according to conscience, he/she shall notify the employer, his/her professional organization, and Division ACM office, as appropriate.
- 3.3 Do not directly or by implication claim professional qualifications that exceed actual qualifications or misrepresent an affiliation with any institution.

## 4.0 ETHICAL PRINCIPLES IN RELATIONSHIPS WITH OTHER PROFESSIONALS AND THE COMMUNITY

Chaplains and counselors are accountable to the public, faith communities, employers, and professionals in all professional relationships.

Chaplains and Counselors:

- 4.1 Promote justice in relationships with others, in their institutions and in society.
- 4.2 Represent accurately their professional qualifications and affiliations.
- 4.3 Exercise good stewardship of resources entrusted to their care and employ sound financial practices.
- 4.4 Respect the opinions, beliefs, and professional endeavors of colleagues and other professionals.
- 4.5 Seek advice and counsel of other professionals whenever it is in the best interest of those being served and make referrals when appropriate.
- 4.6 Provide expertise and counsel to other health professionals in advocating for best practices in care.
- 4.7 Seek to establish collaborative relationships with other community and health professionals.
- 4.8 Advocate for changes in their institutions that would honor spiritual values and promote healing.
- 4.9 Provide other professionals with appropriate client records where they are needed to further the treatment of clients, obtaining consent when required.
- 4.10 Communicate sufficient information to other care team members while respecting the privacy of clients.
- 4.11 Ensure that private conduct does not impair the ability to fulfill professional responsibilities or bring dishonor to the profession.
- 4.12 Clearly distinguish between statements made or actions taken as a private individual and those made as a member or representative of their organizations.

## 5.0 ETHICAL PRINCIPLES IN RELATIONSHIPS WITH COLLEAGUES

Chaplains and counselors engage in collegial relationships with peers, other chaplains and counselors, local clergy and counselors, recognizing that perspective and judgment are maintained through consultative interactions, rather than through isolation.

Chaplains and Counselors:

- 5.1 Honor all consultations, whether personal or client-related, with the highest professional regard and confidentiality.
- 5.2 Maintain sensitivity and professional protocol of the employing institution and/or the certifying organization when receiving or initiating referrals.
- 5.3 Exercise due caution when communicating through the Internet or other electronic means.
- 5.4 Respect each other and support the integrity and well-being of their colleagues.

5.5 Take collegial and responsible action when concerns about or direct knowledge of incompetence, impairment, misconduct, or violations against this code arise.

5.6 Communicate sufficient information to other care team members while respecting the privacy of clients.

## 6.0 ETHICAL PRINCIPLES IN ADVERTISING

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Chaplains and counselors engage in appropriate informational activities that educate the public about their professional qualifications and individual scopes of practice.

Chaplains and Counselors:

6.1 Represent their competencies, education, training, and experience relevant to their practice of pastoral care, education, and counseling in an accurate manner.

6.2 Do not use any professional identification (business cards, letterhead, Internet or telephone directory, etc.) if it is false, misleading, fraudulent, or deceptive.

6.3 List and claim as evidence only degrees and certifications that are earned from educational institutions and/or training programs recognized by ACI.

6.4 Ascertain that the qualifications of their employees, supervisors, and students are represented in a manner that is not false, misleading, fraudulent, or deceptive.

6.5 Represent themselves as providing specialized services only if they have the appropriate education, training, or supervised experience.

## 7.0 ETHICAL PRINCIPLES IN RESEARCH

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Chaplains and counselors engaging in research follow guidelines and applicable laws that strive to protect the dignity, privacy, and well-being of all participants.

Chaplains and Counselors:

7.1 Engage only in research within the boundaries of their competence.

7.2 In research activities involving human participants, are aware of and ensure that the research question, design, and implementation are in full compliance with ethical principles.

7.3 Adhere to informed consent, including a clear and understandable explanation of the procedures, a description of the risks and benefits, and the duration of the desired participation.

7.4 Inform all participants of the right to withdraw consent and to discontinue involvement at any time without jeopardizing continuing care.

7.5 Engage in research while being sensitive to the cultural characteristics of participants.

7.6 Maintain the confidentiality of all research participants and inform participants of any limits of that confidentiality.

7.7 Use any information obtained through research for professional purposes only.

7.8 Exercise conscientiousness in attributing sources in their research and writing thereby avoiding plagiarism.

7.9 Report research data and findings accurately.

By signing below, I acknowledge that I have read, and promise to adhere to the best of my abilities to the Seventh-day Adventist Chaplains and Counselors Code of Ethics

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Name

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Signature

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