



CODE OF PROFESSIONAL PRACTICE

This document was developed to provide guidance on professional practice for APASK members. It is designed for use in conjunction with the APASK Code of Ethics, and other codes as applicable. It is not meant to supersede or replace any legal, health region or agency policies, nor any negotiated agreements with respect to the union affiliation or employers of any APASK member.

It is hoped that our membership will use this document as a guide to develop a Code of Professional Conduct that is specific to their individual health regions, agency, or employee's needs and reflected in those policies.

We work in a field that is ever changing; therefore it is recommended that this document be reviewed on a bi-annual basis at the APASK Annual General Meeting, and/or when ever the need to amend bylaws takes place.

FEBRUARY 22, 2002

1. PERSONAL CONDUCT

- 1.1 I shall make every attempt to be aware of the prevailing legal standards and cultural diversities in Saskatchewan. As such, I will avoid any public behaviour that will reflect negatively on my profession or compromise the ability of the agency I work for to provide services.
- 1.2 I will not abuse alcohol or other mood altering drugs and shall refrain from using or possessing illicit drugs under any circumstance.
- 1.3 I will not consume alcoholic beverages during work hours or prior to reporting for work.
- 1.4 While the use of alcohol during leisure time is an individual choice, I recognize the need to consider the perceptions of others and /or the impact on my ability to provide services should I choose to drink while on agency related business or with in the boundaries of my service area.
- 1.5 I will develop a network of relationships that will support my overall physical, mental, emotional and spiritual health.

2. CONDUCT IN PROFESSIONAL RELATIONSHIPS

- 2.1 I will refer clients to other professionals or programs when it is in the best interests of the client.
- 2.2 I will refuse to disclose any client information to an outside agency or person unless that information is for the benefit of that client and the client has given written consent for such disclosure.
- 2.3 I will obtain the supervision of a supervisor or colleague when it is necessary for me to operate outside of my limits of ethical confidence or when a client's need exceeds my current level of competence/training.
- 2.4 I will advocate for my profession by expressing the experience and views of my profession to other helping professionals/agencies when it is appropriate to do so.
- 2.5 I will not compromise the therapeutic relationships with my clients for any reason.

- 2.6 I will keep the level of my skills and knowledge current by accessing information and training that enhance my skills and increase the level of service I provide to the clients, communities and agency I serve.
- 2.7 I will not discriminate or withhold services from any person or group.
- 2.8 In cases where it is appropriate to advocate on behalf of a client, I will collaborate with that client and limit my participation to what they are unable to do for themselves.
- 2.9 I will not solicit or communicate special privileges or expectations of privilege as a result of my professional role.
- 2.10 I will adhere to a basic principle to “Do No Harm” by action or inaction to any client.
- 2.11 I will not withhold information from any client unless that information would be detrimental to their care/recovery.

3. CONDUCT IN CLIENT RELATIONSHIPS

- 3.1 I will respect the clients/families right to confidentiality both verbally and by protecting the clinical file. As such, I will not share/gather any information either verbal or written, without consent for the release/gathering of the information signed by the client, unless there are legal responsibilities to do so.
- 3.2 I recognize the client’s right to an individualized service of their choosing that will allow them to meet their recovery goals. The client is free to discontinue service at the time of their choosing.
- 3.3 I will not impose any spiritual, religious or political beliefs on the client or the client’s family.
- 3.4 I will provide clients service in the least restrictive environment possible. At the same time, I will protect the clients’ rights and safety.
- 3.5 When a client is no longer benefiting from my services, I have a responsibility to ensure that the client is referred and transferred to a service that will better meet their needs.
- 3.6 I will refrain from being involved in an intimate or sexual relationship of any type, with a client under my care or the care of the agency that I work for, unless the relationship was in existence prior to the onset of services. In cases where there is a pre-existing relationship and no other service options exist, I will exclude myself from providing service at any level, nor will I solicit information from my co-workers, the clinical file or any agencies the client may be referred to.
- 3.7 I will make my supervisors aware of any pre-existing or former relationships with clients or their family members as soon as I am aware of them.
- 3.8 I will not enter into any type of financial transaction with a former or current client or their family members, in which I receive any form of special consideration that may be viewed as financial exploitation.
- 3.8 I recognize the potential impact that I may have on the lives of clients and their family members through participation in civil or criminal proceedings. As such, I will follow legal guidelines to ensure that any disclosure is both legal and in the best interest of the client.

I _____ will adhere to the Code of Professional Practice as part of my responsibilities as a member of the Addictions Professionals Association of Saskatchewan, Inc. (APASK)

Dated this _____ day of _____ in the year _____.

Member Signature