ETHICS COMMITTEE

The ethics committee consists of 5 members, who are elected as is the board by the General Assembly. The committee deals with all issues concerning professional ethics, complaints, ethical counselling and similar professional questions.

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EABP ETHICS (2012)[1]

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[1] English and numbering was revised in April 2015 by the Ethics Committee, since the last 2012 discussion on these statutes at the General Assembly.

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1 ETHICAL PRINCIPLES

PREAMBLE

As a European association, we are aware that the word “ethic” has slightly different meanings and implications in different languages and cultures. After numerous discussions between colleagues of most European countries, we have arrived at a consensual meaning for the professional ethical code of the EABP.

Ethics refers to the spirit that animates the attitude and behaviour of persons we recognize as body psychotherapists.

The members of the EABP, as well as its Board of directors, administration and committees, seek to embody the spirit of the Association's ethical guidelines in all internal and external dealings.

GENERAL ETHICAL ATTITUDE OF INDIVIDUAL BODY-PSYCHOTHERAPISTS

Body-psychotherapists recognise that in all therapy, training, supervision and consultation, they are involved in varying degrees of asymmetrical relationships, in which they have the primary responsibility for appropriateness of content, context and boundaries. Their actions are therefore governed by their perception of the requirements of the relationship in question. They realise that their goals are influenced both by their overt actions and their state of being.

They accept responsibility for keeping up with new developments in psychotherapy, for improving and updating their skills and knowledge, for obtaining advice and support from their colleagues and supervisors - and

when necessary for seeking therapy themselves to resolve personal problems.

In providing services, body-psychotherapists seek to maintain the highest standards of their profession. They accept the responsibility for the consequences of their acts and make every effort to ensure that their services are used appropriately.

2 ETHICS COMMITTEE FUNCTION & STRUCTURE.

2.1. FUNCTION

The function of the ethics committee is to explore how the ethical spirit of the EABP can be maintained and made as explicit as possible, while remaining attentive to the qualities of humanity, respect and honesty in the dealings of the Association and its members. The Ethics committee has therefore three main functions.

2.1.1. It looks for ways of making the *spirit* of the EABP more explicit, through ethical guidelines that must be accepted by the General Assembly of the EABP to become representative of the Association´s spirit.

2.1.2. It promotes discussions on the *attitude* of an EABP body psychotherapist.

2.1.3. It defines the forms of *behaviour* which are incompatible with the ethical guidelines and ways of dealing with persons who use such behaviours. For example, by dealing with ethical complaints.

2.2. ORGANISATIONAL STRUCTURE

The EABP Ethics committee is chosen by General Assembly and answers directly to it. A vote is held at the same time as the Board Membership vote. The size of the Ethics committee will be 5, with one substitute in case of a committee member resigning between Assemblies. To ensure continuity as well as congruity with General Assembly wishes, half the Committee (2 and 3) stands for election on alternate Assemblies, thus giving members a service period of 4 years.

1. Relationship to the EABP Board

The Chair of the Ethics committee is a member of the EABP Board (with no office or voting powers). The Ethics committee keeps the Board informed about cases and other activities. The Ethics committee involves the Board in the processing of ethical complaints cases wherever these involve matters of general policy and wherever a case involves the recommendation

to suspend or include a member. The Ethics committee and the Board have an advisory capacity towards each other, and support the Ethics committee when they require legal advice.

2. Meetings

The Ethics committee meets at least twice a year.
2.1. To collect, analyse and process received information on incoming ethics cases.
2.2. To work on possible areas of research relevant to the clarification and development of ethical positions.
2.3. To implement ways of improving self-regulation and exploration in the membership.

3 ETHICAL GUIDELINES[2]

The Ethics committee present the ethical guidelines of the EABP, which have been approved by the General Assembly of 2006. Each section has a General Principle, which names the essentials and is then detailed under specifications. These specifications give a list of contents that differentiate and explain the General Principle. We want to draw your attention to the fact that guidelines are never to be looked upon as the law or morality, but rather as a way of thinking and approaching certain issues. We would like to invite you to look upon the guidelines as a resource to orient yourself in order to support your professional competence and responsibility.

PREAMBLE

Body Psychotherapists respect the dignity and worth of the individual and strive for the preservation and protection of fundamental human rights. They are committed to increasing knowledge of human behaviour and of people's understanding of themselves and others and the utilization of such knowledge for the promotion of human welfare. Body Psychotherapists also promote the understanding of the interconnectedness between physical, emotional and mental processes. While pursuing these objectives they make every effort to protect the welfare of those who seek their services, of people related to those using their services (where that does not conflict with the needs of their clients) and of any research participants that may be the object of study. Body Psychotherapists are aware of the special requirements needed when working with children or impaired persons. Contracts are made, according to the laws in their country, with parents or other authorized persons. Body Psychotherapists respect other members of their

[2] Voted in 2006.

profession and of related professions and make every effort, in so far as they are able and where that does not conflict with the interests of their clients, to provide full information and give mutual respect. They use their skills only for purposes consistent with these values and do not knowingly permit their misuse by others. The same ethical principles apply to the specific methods of body psychotherapy, such as touch and movement and other bodily interventions. While demanding for themselves freedom of inquiry and communication, Body Psychotherapists accept the responsibility this freedom requires. competence, responsibility in the application of skills, and concern for the best interests of clients, colleagues, students, research participants, and society members. In the pursuit of these ideals, Body Psychotherapists subscribe to detailed ethical principles in the following areas, which follow.

Principle 1. *Responsibility*
Principle 2. *Competence*
Principle 3. *Moral and Legal Standards*
Principle 4. *Confidentiality*
Principle 5. *Welfare of the Consumer*
Principle 6. *Professional Relationships*
Principle 7. *Public Statements*
Principle 8. *Assessment Techniques*
Principle 9. *Research*

Body Psychotherapists cooperate fully with their own professional, national, and European organizations and associations and with the European Association for Body Psychotherapy (EABP) by responding promptly and completely to inquiries from and requirements of any duly constituted ethics or professional committees of such associations or organizations of which they are a member or to which they belong. Membership to the EABP commits a Body Psychotherapist to adherence to all of these principles.

Principle 1. RESPONSIBILITY

General Principle.

In providing services, Body Psychotherapists maintain a high standard of their profession. They accept the responsibility for the consequences of their acts and make every effort to ensure that their services are used appropriately.

Specifications.

1.a. As practitioners, Body Psychotherapists know that they bear a social responsibility because their recommendations and professional actions may alter the lives of others. They are alert to personal, social, organizational, financial, environmental, or political situations and pressures that might lead to misuse of their influence.

1.b. Body Psychotherapists appropriately clarify with their clients, matters that might pertain to their working together. They avoid relationships that may create a conflict of interest.

1.c. Body Psychotherapists have the responsibility to attempt to prevent distortion, misuse, or suppression of their findings by an institution or agency of which they are employees.

1.d. As members of national or organizational bodies, Body Psychotherapists remain accountable as individuals to the standards of their profession.

1.e. As teachers or trainers, Body Psychotherapists recognize their obligation to help others acquire knowledge and skill. They maintain high standards of scholarship by presenting information as accurately as possible.

1.f. As researchers, Body Psychotherapists accept responsibility for the selection of their research topics and methods used in investigation, analysis and reporting. They plan their research in ways to minimize the possibility that their findings will be misleading. They provide thorough discussion of the limitations of their data, especially where their work touches on social policy or might be construed to the detriment of persons in specific age, sex, ethnic, socioeconomic, or other social groups. In publishing reports of their work, they never suppress disconfirming data, and they acknowledge the existence of alternative hypotheses and explanations of their findings. Body Psychotherapists take credit only for the work they have actually done. They clarify in advance with all appropriate persons and agencies the expectations for sharing and utilizing research data. Interference with the milieu in which data are collected is kept to a minimum.

Principle 2. COMPETENCE

General Principle.

The maintenance of high standards of competence is a responsibility shared by all Body Psychotherapists and the profession as a whole. Body Psychotherapists explicitly recognize the boundaries of their competence and the limitations of their techniques. They provide services and use techniques for which they are qualified by training and experience. In those areas in which recognized standards do not yet exist, Body Psychotherapists take whatever precautions are necessary to protect the welfare of their clients. They maintain knowledge of current health, scientific and professional information related to the services they render.

Specifications.

2.a. Body Psychotherapists accurately represent their competence, education, training, and experience. They ensure that they adequately meet the minimum professional standards as laid down by the EABP.

2.b. As practitioners, and as teachers or trainers, Body Psychotherapists perform their duties on the basis of careful preparation and readiness so that their practice is of a high standard and communication is accurate, current, and relevant.

2.c. Body Psychotherapists recognize the need for continuing education and personal development and are open to new procedures and changes in expectations and values over time.

2.d Body Psychotherapists recognize differences among people, such as those that may be associated with age, sex, socio-economic, and ethnic backgrounds or the special needs of those who might have been specifically disadvantaged. They obtain suitable training, experience, or counsel to assure competent and appropriate service when relating to all such persons.

2.e. Body Psychotherapists responsible for decisions involving individuals or policies based on test results have an understanding of psychological or educational measurement, validation problems, and test research.

2.f. Body Psychotherapists recognize that personal problems and conflicts may interfere with professional effectiveness. Accordingly they refrain from undertaking any activity in which their personal problems are likely to lead to inadequate performance or harm to a client, colleague, student, or research participant. If engaged in such activity when they become aware of their personal problems, they seek competent professional assistance to determine whether they should suspend, terminate, or limit the scope of their professional activities.

2.g. Body Psychotherapists entering into new fields of activity recognize the necessity of having the professional requirements related to that field of activity, prior to practising

Principle 3. MORAL AND LEGAL STANDARDS

General Principle.

Body Psychotherapists' moral and ethical standards of behaviour are a personal matter to the same degree as they are for any other citizen, except where these may compromise the fulfilment of their professional responsibilities or reduce the public trust in psychotherapy and Body Psychotherapists. Regarding their own personal behaviour, Body Psychotherapists are aware of prevailing community standards and to the possible impact that conformity to or deviation from these standards may have upon the quality of their performance as Body Psychotherapists. Body Psychotherapists are also aware of the possible impact of their public behaviour upon the ability of colleagues to perform their professional duties.

Specifications.

3.a. As professionals, Body Psychotherapists act in accordance with the principles of EABP and their national organization's and their institute or association's standards and guidelines related to practice.

3.b. As employees or employers, Body Psychotherapists do not engage in or condone any practices that are inhumane or that result in illegal or unjustifiable actions. Such practices include, but are not limited to, those based on considerations of race, handicap, age, gender, sexual preference, religion, or national origin in practice, in hiring, promotion, or training.

3.c. In their professional roles, Body Psychotherapists avoid any action that will violate or diminish the human, legal and civil rights of clients or others who may be affected.

3.d. As practitioners, teachers, trainers and researchers, Body Psychotherapists are aware of the fact that their personal values may affect their communication, the use of techniques, selection and presentation of views or materials and the nature or implementation of research. When dealing with topics that may give offence, they recognize and respect the diverse attitudes and individual sensitivities that clients, students, trainees or subjects may have towards such matters.

Principle 4. CONFIDENTIALITY

General Principle.

Body Psychotherapists have a primary obligation to respect the confidentiality of information obtained from persons in the course of their work as Body Psychotherapists. They do not reveal such information to others, except in those unusual circumstances in which this would probably result in clear danger to the person or to others. Body Psychotherapists inform their clients of the legal limits of confidentiality. Consent to reveal information to others would normally be obtained in writing from the person concerned.

Specifications.

4.a. Information obtained in clinical or consulting relationships, or evaluating data concerning children, students, employees, and others, is discussed only for professional purposes and only with persons (or their legal representatives) clearly concerned with the case. Written and oral reports present only data germane to the purposes of the evaluation or for a referral, and every effort is made to avoid undue invasion of privacy.

4.b. Body Psychotherapists who present personal information obtained during the course of professional work in writings, lectures, or other public forums either obtain adequate prior consent to do so or adequately disguise all identifying information.

4.c. Body Psychotherapists make provisions for maintaining confidentiality in the storage and disposal of records, and in the event of their own unavailability.

4.d. When working with minors or other persons who are unable to give voluntary, informed consent, Body Psychotherapists take special care to protect these person's best interests and consult others involved appropriately.

Principle 5. WELFARE OF THE CONSUMER

General Principle.

Because of the asymmetry of the psychotherapeutic relationship, the Body Psychotherapist is conscious of and careful with issues of power. Body-Psychotherapists respect the integrity and protect the welfare of the people and groups with whom they work. When conflicts of interest arise between clients and Body Psychotherapists' employing institutions, Body Psychotherapists clarify the nature and direction of their loyalties and responsibilities and keep all parties informed of their commitments, providing the integrity or interest of the client is protected. To the extent that it serves their client´s wellbeing, Body Psychotherapists inform clients as to the purpose and nature of any evaluative, treatment, educational, or training procedure. They openly acknowledge that clients, students, trainees, or participants in research have freedom of choice with regard to participation, and work towards enhancing their capacity to make appropriate choices. Coercion of people to participate or to remain in receipt of services is unethical.

Specifications.

5.a. Body Psychotherapists aim to be continually cognizant of their own needs and of their potentially influential position vis-a-vis persons such as clients, students, trainees, subjects and subordinates. They avoid exploiting the trust and dependency of such persons. Body Psychotherapists make every effort to avoid dual relationships that could impair their professional judgment or increase the risk of exploitation. Examples of such dual relationships include, but are not limited to, professional treatment of or research with employees, students, supervisees, close friends, or relatives.

5.b. Body Psychotherapists help their clients to express clearly both their needs for closeness and for distance, and respect these boundaries. Body Psychotherapists do not exploit their professional relationships with clients, supervisees, students, employees or research participants in any way.

5.b.1. Body Psychotherapists do not condone or engage in abuse, such as sexual, economic and narcissistic abuse and abuse of services. This applies even when the client proposes such exchanges.

5.b.2. Narcissistic abuse takes place when the therapist builds up his self-esteem at the cost of the client.

5.b.3. Abuse of services could happen when the client/trainee does scientific, administrative or other forms of work for the therapist, trainer or institution.

5.b.4. Abuse of service could take place when there are economic transactions outside the therapeutic setting

5.b.5. Body- Psychotherapists are aware of the need for supervision on these issues.

5.c. When a psychotherapist agrees to provide services to a client at the request of a third party, the psychotherapist assumes the responsibility of clarifying the nature of the relationships to all parties concerned.

5.d. Body Psychotherapists make advance financial arrangements that safeguard the best interests of and are clearly understood by their clients, students, trainees or research participants. They neither give nor receive any remuneration for referring clients for professional services.

5.e. Body Psychotherapists terminate a clinical or consulting relationship as soon as it is reasonably clear that the client is not benefiting from it, or whenever the process requires this. They offer to help the client locate alternative sources of assistance.

5.f. Where the demands of an organization require Body Psychotherapists to violate these or any ethical principles, Body Psychotherapists clarify the nature of the conflict between the demands and the principles. They inform all parties of their ethical responsibilities as Body Psychotherapists and take appropriate action.

Principle 6. PROFESSIONAL RELATIONSHIPS

General Principle.

Body Psychotherapists act with due regard for the needs, special competencies, and obligations of their colleagues in psychotherapy, psychology, medicine and other professions. They respect the prerogatives and obligations of the institutions or organizations with which these other colleagues are associated.

Specifications.

6.a. Body Psychotherapists understand the areas of competence of related professions. They make relevant use of all the professional, technical, and administrative resources that serve the best interests of consumers. The absence of formal relationships with other professional workers does not relieve Body Psychotherapists of the responsibility for securing for their clients the best possible professional service, nor does it relieve them of the obligation to exercise foresight, diligence, and tact in obtaining the complementary or alternative assistance needed.

6.b. Body Psychotherapists know and take into account the traditions and practices of other professional groups with whom they work and they cooperate with these groups. If a person is receiving similar services from another professional, the psychotherapist carefully considers that professional relationship and proceeds with caution and sensitivity to the therapeutic issues as well as the client's welfare. The psychotherapist discusses these issues with the client so as to minimize the risk of confusion and their obligation to help others acquire knowledge and skill. They maintain high standards of scholarship by presenting information as accurately as possible.

6.c. As researchers, Body Psychotherapists accept responsibility for the selection of their research topics and methods used in investigation, analysis and reporting. They plan their research in ways to minimize the possibility that their findings will be misleading. They provide thorough discussion of the limitations of their data, especially where their work touches on social policy or might be construed to the detriment of persons in specific age, sex, ethnic, socioeconomic, or other social groups. In publishing reports of their work, they never suppress disconfirming data, and they acknowledge the existence of alternative hypotheses and explanations of their findings. Body Psychotherapists take credit only for the work they have actually done. They clarify in advance with all appropriate persons and agencies the expectations for sharing and utilizing research data. Interference with the milieu in which data are collected is kept to a minimum.

Principle 7. PUBLIC STATEMENTS

General Principle.

Body Psychotherapists present the science and art of psychotherapy and offer their services, products, and publications honestly, fairly and accurately, avoiding misrepresentation through sensationalism, exaggeration, or superficiality. Body Psychotherapists are guided by the primary obligation to aid the public in developing informed judgments, opinions, and choices.

Specifications.

7.a. When announcing or advertising professional services, Body Psychotherapists may list the following information to describe the provider and services provided. name, highest relevant academic degree or training certificate earned from an accredited institution, membership of psychotherapy organizations and professionally relevant or related bodies,

address, telephone number, office hours, a brief listing of the type of psychological services offered, an appropriate presentation of fee information, foreign languages spoken, policy with regards to insurance or third party payments and other brief and pertinent information. Additional relevant or important consumer information may be included if not prohibited by other sections of these Ethical Principles.

7.b. In announcing or advertising the availability of psychotherapeutic services or publications, Body Psychotherapists do not present their affiliation with any organization in a manner that falsely implies sponsorship or certification by that organization. In particular and for example, Body Psychotherapists do not state European, national registration or institutional or associational status in a way to suggest that such status implies specialized professional competence or qualifications. Public statements include, but are not limited to, communication by means of periodical, book, list, directory, internet, television, radio, or motion picture. They do not contain (i) a false, deceptive or unfair statement; (ii) a misinterpretation of fact or a statement likely to mislead because in context it makes only a partial disclosure of relevant facts; (iii) a testimonial from a patient regarding the quality of a psychotherapist's services or products; (iv) a statement likely to create false or unjustified expectations of favourable results; (v) a statement implying unusual, unique, or one-of-a-kind abilities; (vi) a statement intended or likely to appeal to a client's fears, anxieties, or emotions concerning the possible consequences of failure to obtain the offered services; (vii) a statement concerning the comparative desirability of offered services; (viii) a statement of direct solicitation of individual clients.

7.c. Body Psychotherapists do not compensate or give anything of value to a representative of the press, radio, television, internet, or other communication medium in anticipation of, or in return for, professional publicity in a news item. A paid advertisement must be identified as such, unless it is apparent from the context that it is a paid advertisement. If communicated to the public by use of radio or television, an advertisement is pre-recorded and approved for broadcast by the psychotherapist. Copies of advertisements and recordings of broadcasts are retained by the psychotherapist.

7.d. Announcements or advertisements of 'personal growth groups,' special-interest group sessions, courses, clinics, trainings and agencies give a clear statement of purpose and a clear description of the experiences or training to be provided. The education, training, and experience of the staff members are appropriately specified and available prior to the commencement of the group, training course or services. A clear statement of fees and any contractual implications is available before participation.

7.e. Body Psychotherapists associated with the development or promotion of psychotherapeutic techniques, products, books, or other such offered for commercial sale make reasonable efforts to ensure that announcements and advertisements are presented in a professional, scientifically acceptable, ethical and factually informative manner.

7.f. Body Psychotherapists do not participate for personal gain in commercial announcements or advertisements recommending to the public the purchase or use of proprietary or single-source products or services

when that participation is based solely upon their identification as Body Psychotherapists.

7.g. As teachers, Body Psychotherapists ensure that statements in catalogues and course outlines are accurate and not misleading, particularly in terms of subject matter to be covered, bases for evaluating progress, and the nature of course experiences. Announcements, brochures or advertisements describing workshops, seminars, or other educational programs accurately describe the audience for which the program is intended as well as eligibility requirements, educational objectives, and nature of the materials to be covered. These announcements also accurately represent the education, training, and experience of the Body Psychotherapists presenting the programs and any fees involved.

7.h. Public announcements or advertisements soliciting research participants in which clinical services or other professional services are offered as an inducement make clear the nature of the services as well as the costs and other obligations to be accepted by participants in the research.

7.i. A Body Psychotherapist accepts the obligation to correct others who represent the Body Psychotherapist's professional qualifications, or associations with products or services, in a manner incompatible with these guidelines.

7.j. Individual diagnostic and therapeutic services are provided only in the context of a professional psychotherapeutic relationship. When personal advice is given by means of public lectures or demonstrations, newspaper or magazine articles, radio or television programs, mail, or similar media, the psychotherapist utilizes the most current relevant data and exercises a high level of professional judgment.

7.k. Products that are described or presented by means of public lectures or demonstrations, newspaper or magazine articles, radio or television programs, mail, or similar media meet the same recognized standards as exist for products used in the context of a professional relationship.

Principle 8. ASSESSMENT TECHNIQUES

General Principle.

In the development, publication, and utilization of psychotherapeutic or psychological assessment techniques, Body Psychotherapists make every effort to promote the welfare and best interests of the client. They guard against the misuse of assessment results. They respect the client's right to know the results, the interpretations made, and the bases for their conclusions and recommendations. Body Psychotherapists make every effort to maintain the security of tests and other assessment techniques within the limits of legal mandates. They strive to ensure the appropriate use of assessment techniques by others.

Specifications.

8.a. In using assessment techniques, Body Psychotherapists respect the right of clients to have adequate explanations of the nature and purpose of the techniques in language the clients can understand, unless an explicit exception to this right has been agreed upon in advance. When the

explanations are to be provided by others, Body Psychotherapists establish procedures for ensuring the adequacy of these explanations.

8.b. Body Psychotherapists responsible for the development and standardization of psychological tests and other assessment techniques utilize established scientific procedures and observe the relevant EABP, national, and institutional or organizational standards.

8.c. In reporting assessment results, Body Psychotherapists indicate any reservations that exist regarding the validity or reliability because of the circumstances of the assessment or the inappropriateness of the norms for the person tested. Body Psychotherapists strive to ensure that others do not misuse the results of assessments and their interpretations.

8.d. Body Psychotherapists recognize that assessment results may become obsolete and do not represent a complete picture of the assessed. They make every effort to avoid and prevent the misuse of obsolete measures or incomplete assessments.

8.e. Body Psychotherapists offering scoring and interpretation services are able to produce appropriate evidence for the validity of the programs and procedures used in arriving at interpretations. The public offering of an interpretation service is considered a professional-to-professional consultation. Body Psychotherapists make every effort to avoid misuse of assessment reports.

8.f. Body Psychotherapists do not encourage or promote the use of psychotherapeutic or psychological assessment techniques by inappropriately trained or otherwise unqualified persons through teaching, sponsorship, or supervision.

Principle 9. RESEARCH

General Principle.

The decision to undertake research rests upon a considered judgment by the individual psychotherapist about whether this contributes to human science and wellbeing. Having made the decision to conduct research, the psychotherapist considers alternative directions in which research energies and resources might be invested. On the basis of this consideration, the psychotherapist carries out the investigation with respect and concern for the dignity and welfare of the people who participate and with cognizance of regulations and professional standards governing the conduct of research with human participants. The rights of the individual predominate over the needs of the investigator to complete the research.

Specifications.

9.a. In planning a study, the psychotherapist who, or the institution which carries out the investigation (the investigator), has the responsibility to make a careful evaluation of its ethical acceptability. To the extent that the weighing of scientific and human values suggests a compromise of any principle, the investigator incurs a correspondingly serious obligation to seek ethical advice and observe stringent safeguards to protect the rights of the participants.

9.b. Considering whether a participant in a planned study will be a 'subject at risk' or a 'subject at minimal risk', according to recognized standards, is of primary ethical concern to the investigator.

9.c. The investigator always retains the responsibility for ensuring ethical practice in research. The investigator is responsible for the ethical treatment of research participants by collaborators, assistants, students, and employees, all of whom, however, incur similar obligations.

9.d. Except in minimal-risk research, the investigator establishes a clear and fair agreement with research participants, prior to their participation, that clarifies the obligation and responsibilities of each. The investigator has the obligation to honour all promises and commitments in that agreement. The investigator informs the participants of aspects of the research that might reasonably be expected to influence willingness to participate and explains other aspects of the research about which the participants inquire. Failure to make adequate disclosure prior to obtaining informed consent requires additional safeguards to protect the welfare and the dignity of the research participants. Research with children or with participants who have impairments that would limit understanding and/or communication requires special safeguarding procedures.

9.e. Methodological requirements of a study may make the use of concealment or deception seem necessary. Before conducting such a study, the investigator has a special responsibility to (i) determine whether the use of such techniques is justified by the study's prospective scientific, educational, or implied value; (ii) determine whether alternative procedures are available that do not use concealment or deception; and (iii) ensure that the participants are provided with sufficient explanation as soon as possible. It is preferable not to use such techniques.

9.f. The investigator respects the individual's freedom to decline to participate in or withdraw from the research at any time. The obligation to protect this freedom requires careful thought and consideration when the investigator is in a position of authority or influence over the participant. Such positions of authority include, but are not limited to, situations in which research participation is required as part of employment or in which the participation is a student, client, or employee of the investigator. The rights of the individual predominate over the needs of the investigator to complete the research.

9.g. The investigator protects the participant from physical and mental discomfort, harm, and danger that may arise from research procedures. If risks of such consequences exist, the investigator informs the participant of that fact. Research procedures likely to cause serious or lasting harm to a participant are not used unless the failure to use these procedures might expose the participant to risk of greater harm, or unless the research has great potential benefit and fully informed and voluntary consent is obtained from each participant. The investigator should be appropriately insured for the costs of the repair of eventual harm. The participant should be informed of procedures for contacting the investigator within a reasonable time period following participation, should stress, potential harm, or related questions or concerns arise. Consent obtained from the participant does not limit their legal rights or reduce the investigator's legal responsibilities.

9.h. After the data are collected, the investigator provides the participant with information about the nature of the study and attempts to remove any misconceptions that may have arisen. Where scientific or humane values justify delaying or withholding this information, the investigator incurs a special responsibility to monitor the research and to ensure that there are no damaging consequences for the participant.

9.i. Where research procedures result in harmful consequences for the individual participant, the investigator has the responsibility to detect and remove or correct these consequences, including long-term effects.

9.j. Information obtained about a research participant during the course of an investigation is confidential unless otherwise agreed upon in advance. When the possibility exists that others may obtain access to such information, this possibility, together with the plans for protecting confidentiality, is explained to the participant as part of the procedure for obtaining informed consent.

4 PROCEDURE

4.1. PREAMBLE

The Ethic Committee works on written questions and complaints, so that it can discuss and understand what is asked. This allows it to consider an issue in a serene atmosphere, without being put under pressure by interactive passions. It may in some cases need to meet the persons who are involved in a case.

The procedures described in the following pages allows the reader to.

4.1.1. To know how to proceed when he or she wants to present a case or complaint to the Ethics committee. For example if you want to complain on the behaviour of a therapist, supervisor, trainer, school, professional association or a colleague.

4.2.2. To be informed of what procedures the Ethics committee follows when it has received a case.

4.2. WHAT ARE THE FIRST CONSIDERATIONS?

4.2.1. The person(s) you want to inquire or complain about has/have to be EABP member.

4.2.2. The issue you want to inquire about may not date back longer than 5 years

4.2.3. As we are an international organisation, your inquiries should be formulated in English.

4.2.4. You have to be directly involved with the person(s) you want to inquire or complain about. We cannot accept “third party” complaints.

The EC will inform you if your inquiry or complaint is related to a transgression of the EABP ethics code.

4.3. PROCEDURE

The EC will process any inquiry or complaint if you follow and accept the following procedure.

4.3.1. We need to receive your complaint in writing, signed by yourself and in English. You might wish to get help with translation.
4.3.2. We need to know if any resolutions have been attempted, and if so, in what form and with what outcome.
4.3.3. We need to know the specifics of your complaints (with documents, if available) and whether the EABP member involved has been informed about the step you are making, and if not. why not.
4.3.4. Be aware that, up to this point, all information and material remain strictly confidential, meaning that the person you are complaining against isn't informed about your complaint, and that throughout the procedure no third parties will be informed about this.
4.3.5.. At the present stage, we are still operating on a level of inquiry. Some complaints fall outside the remit of the Ethics committee and cannot be processed further. You will be informed if this is the case, and the reasons for this. When we have received all your information we will be able to decide whether it is an ethics case, or not, or whether it is more suitable to a mediation process.
4.3.6. Our next step might be to propose a mediation process between the parties involved, if this is possible. A competent person, acceptable to both parties, and who is not a member of the EABP Ethics committee, will conduct this mediation process. If there is a disagreement between the two parties about the sharing of any costs of this mediation-process, this disagreement itself is to be dealt with as part of the mediation. If the mediation fails, we will decide if your complaint can be processed further by the EC, or not.
4.3.7. The other possibility is that, from our point of view, a mediation process is not an appropriate solution, and that it is clear that we are dealing with a substantive transgression of the EABP ethics code. In this situation the EABP member complained against will be informed by us that there is a complaint and which points of the ethics code might have been transgressed. They will be asked by us to send us a formal written statement in response to this complaint, and will be given a date before which (s)he will have to have provided us with this response. You will receive a copy of the letter we have sent to the member complained against and a copy of their formal response, once it is received. Any written information provided by you about your complaint will be sent to the person you have complained against, so that (s)he can write us his/her point of view.
4.3.8. After having received the response of the member complained against, we will decide on the next steps.
4.3.9. Usually the next step will be that we will send you the response given by the person you complained against, so that you can write us your point of view on this response.
4.3.10. These communications will help us decide if there has actually been a transgression and what disciplinary actions against the person complained against might be necessary or appropriate.

4.3.11. The decisions and proposals of the Ethic Committee are binding for the parties involved.
4.3.12. When any involved party is not satisfied with the EC treatment of the case, he/she may complain to the EABP Board, who will present this to the General Assembly of the EABP for a decision about re-evaluation.
4.3.13. The General Assembly is the final authority. In the event where the General Assembly accepts an appeal against an Ethics committee decision or votes against an Ethics committee proposal to exclude a member (see 4.2 [c] and 6.7 of Articles of Association) the General Assembly will appoint a legally or procedurally qualified person as arbiter from outside of the Association to review the case. Their decision would be binding on the parties and on the Ethics committee.

In its deliberations, the EC functions as follows.

4.3.14. EC advice and arbitration are generally carried out by a minimum of three EC members, none of whom are directly or secondarily involved in the issue under consideration. EC members involved in the issue may not give opinions about the issue to the arbitrators.
4.3.15. All disciplinary decisions made by the committee are binding for the parties involved; except recommendations for suspensions and exclusions of an EABP member, which must be ratified by the EABP Board.
4.3.16. Four of the five EC members must be in agreement for any disciplinary decisions to be valid.
4.3.17. Advice or arbitrational decisions are reached by consensus. If consensus cannot be reached, the chairperson is included in deliberations ending in a simple majority vote.

4.4. SANCTIONS

These sanctions consider a person or a social entity recognized by the EABP as an individual.

4.4.1. Considerations about professional sanctions

Ethical sanctions are applied to repair both the evaluating capacity of the transgressor and the association's trust in the transgressor. They should be considered in the terms of the following question. What must change in him or her in order to become a trustworthy colleague and therapist in our eyes? This implies that the Ethic Committee has the educational function of helping colleagues to become clearer on ethical issues.

If we do not believe that he or she can behave in a trustworthy fashion according to the ethical code of the EABP, we will no longer be able to share in the professional trusting relationship with the transgressing individual.

4.4.2. Categories of sanctions

These sanctions have been approved by the EABP General Assembly, except for two sanctions printed in red, which will be presented at the next General Assembly.

4.4.2.1. Repair of damage to the individual party

The Body-psychotherapist is required to process the issue with the injured person or persons in the presence of a mutually acceptable mediator. This procedure may or may not involve separate meetings between mediator and injured party or between mediator and transgressing member. The transgressing member will not be paid for the time spent in this process and may be required to pay partial or total fees for the mediation. The goal of this process is to clarify, process and repair the damage incurred. The readiness and ability of the therapist to act in repair of his/her transgressions will be a deciding factor in any further evaluation by the Ethics committee.

4.4.2.2. Re-establishing professional trust

This starts with an evaluation of professional ethics, in which the motives, knowledge, feelings and actions of the transgressing therapist before, during and after the transgression are evaluated to determine why the breach occurred. On this basis a number of professional sanctions may be imposed on the transgressor.

1. A *reprimand* will be given in case of transgressions of lesser severity, accompanied by a clarification of the ethical issues involved.
2. *Requirements* of supervision, education or personal therapy on the problem issue, ending with a statement from the transgressor on the nature and completion of his process and present understanding, countersigned by his therapist or supervisor. The transgressor may or may not be suspended from his membership until his processing has finished. Subsequent transgressions of the same nature are dealt with in a progressively severe fashion.
3. The Ethics committee may demand that the *therapist or supervisor stops working with a client*, in case of an ethically or professionally problematic relation between individuals which has led to an ethical complaint, even if the client wishes to continue the professional relationship. This also applies when there is a problematic relation between an association and a person.
4. *Suspension* of a member will be recommended by the Ethics committee when the offense is considered serious enough to exclude the member from the Association, but is considered redeemable with the passage of time and effort.
5. *Exclusion* must be the recommendation of the Ethics committee towards offenses described definitely in the examples of the Ethical Guidelines when they are wilful or premeditated. Attempts at camouflaging transgressions or refusal to comply with EABP sanctions are also grounds for immediate exclusion. The Ethics committee may recommend exclusion at its discretion, on such matters.

<u>The goal of these professional sanctions</u> is to help re-establish professional ethical function wherever this is considered possible, and to maintain high ethical standards of behaviour in the EABP.