



CODE OF ETHICS

We adhere to UKCP's Code of Ethics, which has informed this document.

1. Relationships with clients

All professional members and other staff members (therapists, counsellors, trainees and volunteers) recognise the need for a good working relationship in order for effective therapy to take place.

All professional and other staff members (therapists, counsellors, trainees and volunteers) must ensure that they are culturally competent in working psychodynamically with any given client/client and obtain appropriate intercultural supervision.

Professional members who supervise intercultural work must ensure that they are competent to supervise a given therapeutic encounter. If not, they may either relinquish that supervision to another supervisor with relevant experience, or they must obtain appropriate supervision for themselves. The cultural therapeutic needs of the client/client are paramount.

Professional members and other staff members (therapists, counsellors, trainees and volunteers) must respect and give consideration to the physical, emotional, psychological and cultural backgrounds of client/clients, respecting the diversity of their culture, ethnicity, racial origins, gender identity as well as their individuality. Each client will be treated with consideration respecting their individual experiences (as members of Black, Asian, Minority, Ethnic and Refugee communities in Britain) and the contribution of this to their current thoughts, actions, and feelings.

All therapists need to recognise, acknowledge and pay attention to the power and influence that may be engendered in the therapeutic intervention, working to recognise and diffuse this power relationship, where possible, for the benefit of the client.

All therapists undertake not to harm or collude in the harming of their client or a client of others and agree to notify clients of any other codes of ethics & practise to which they subscribe, including the availability of the complaints procedure.

All professional relationships with a client will exclude abuse or exploitation in any form – be that financial, sexual, emotional, racial or physical. Engaging in sexual activity or innuendoes of any kind with a client is unethical and explicitly forbidden. Psychotherapists are required to carefully consider the possible implications of entering into dual or multiple relationships

and make every effort to avoid entering into relationships that risks confusing an existing relationship and may impact adversely on a client.

Professional members, staff members, trainees and volunteers and their supervisors recognise that sometimes such issues can occur. All professional members, staff members, trainees and volunteers and their supervisors should be alert to any potential manifestations of abuse or exploitation and are expected to proactively explore any such issues.

All professional members and other staff members (therapists, counsellors and students) will respect the right of clients/clients to a confidential service. There will be situations where there are alternative arrangements (e.g. medical or court reports), but the therapist must have explicitly discussed the boundaries of confidentiality with the client prior to the therapy, and the client must have agreed to this. If there is a later request for information, this should also be discussed with the client. In either case, the client will preferably have signed a consent form for information to be passed on to a named other source.

All professional members and other staff members (therapists, counsellors, trainees and volunteers) will respect the rights of clients/clients to discuss the parameters of their therapy and provide the therapeutic framework for this to happen.

Discussion with a client is explicitly forbidden outside clinical supervision (of a formal or informal nature). All such discussions must not be able to be overheard by the client or others uninvolved in the supervision.

All written documents pertaining to the client will be kept in a locked filing cabinet. All identifiable documents must be shredded when no longer being kept.

2. Professional relationship

Psychotherapists /counsellors should consider the client's best interests and informed consent when making appropriate contact with the client's GP, relevant psychiatric services, or other relevant professionals.

Where a medical aspect of a client's condition may be involved, the therapist/counsellor will encourage the client to seek medical consultation where appropriate. Failing that, the therapist may seek to gain medical advice with the informed written consent of the client.

Where a client is considered a danger to himself/herself or others or at risk, informed consent may not be available. In this case, a decision to disclose should preferably, if there is time, be discussed with the Chief Executive or clinical lead or supervisor. If they are unavailable, then the professional should make the decision, and the situation should be reported to the Chief Executive or clinical lead as soon as possible.

3. Contracts

Professional members and other staff members (therapists, counsellors, trainees and volunteers) should discuss the parameters of the therapy with their clients. Such contracts with clients should be explicit with regard to fees, payment schedules and expectations, holidays and procedures relating to the cancellation of sessions. All issues of termination, transfers etc., should be discussed objectively and as early as possible with mutual agreement sought. Any specific requirement concerning the number of sessions that clients will undertake with Nafsiyat should be stated and mutually agreed upon in the initial session.

Any changes to the contract (timing, termination date etc.) should be discussed with the client and mutual decisions reached. Such discussions (where possible) should allow the client/client enough time to make necessary changes.

The psychotherapist/counsellor commits to carefully considering how in the event of their sudden unavailability, this can be most appropriately communicated to their clients. This will also include careful consideration of how a client might be informed of a psychotherapist's/counsellor's death or illness and, where appropriate, supported to deal with such a situation. All professional members and staff members are encouraged to maintain a professional will in line with UKCP's recommendations.

4. Qualifications

Nafsiyat expects all therapists/ counsellors to be honest about their qualifications. Therapists/counsellors are required to disclose their qualifications when requested (by a client or other professional) and not claim or imply qualifications that they do not have.

Any person found to have been dishonest about their qualifications will be subject to disciplinary procedure, sanctions and potentially dismissal. They may also be removed from professional membership of Nafsiyat and UKCP (or other professional registers).

5. Competence

Nafsiyat therapists will only accept clients within the remit of their training, experience, and supervision. When a therapist/counsellor encounters a client outside the range of their experience, that therapist will refer the client to another therapist with the required skills or obtain special supervision to deal with the issues concerned.

Nafsiyat therapists/counsellors will need to maintain their competence and ability to practice over time by attending to their continuing professional development.

6. Confidentiality

All therapists and counsellors working for Nafsiyat are expected and required to preserve the confidentiality of their clients. If a third party, such as the law courts or the police, request information relating to the breaking of confidentiality, where possible written consent should be obtained from the client in question. In such circumstances, the therapist is advised to seek legal advice before complying with such a request. After consultation with the relevant supervisor, other non-confidential information may be given if a legal request in writing is made by the third party, giving the reason and purpose for such information.

7. Confidentiality exceptions

- In transfers and referrals, mutually agreed between the client and the therapist/counsellor, the client's permission must be obtained before pertinent information is shared with the new therapist/counsellor.
- For supervision and teaching purposes: In such cases, care must be taken to avoid any information that may lead to the identification of the client. Where wider publication of a full case history is intended, the client's written permission must be obtained, and client anonymity preserved.
- Where a formal written request is received from other professional bodies (doctors, probation officers, police officers etc.), the issue must first be discussed with the client. Any information can be forwarded with the written and/or signed consent of the client concerned.
- There are exceptions to confidentiality when the therapist/counsellor has grounds to believe that their client is at risk of causing serious harm to themselves or others.
- All therapists/counsellors undertake to know and understand their legal responsibilities concerning the rights of children and vulnerable adults and to take appropriate action should the psychotherapist/counsellor consider a child or vulnerable adult is at risk of harm.
- If a professional member or other staff member (therapists, counsellors and trainees and volunteers) is asked to appear in court, that therapist/counsellor should seek clarification as to the legality of that request from relevant professional bodies and relevant insurance companies.

8. Research

Professional members and other staff members (therapists, counsellors, trainees and volunteers) of Nafsiyat are required to clarify with their clients the nature, purpose and conditions of any research in which the client is to be involved. The therapist/counsellor should ensure that informed and verifiable consent is given before the start of any research.

9. Publication

Professional members and other staff members (therapists, counsellors, trainees, and volunteers) are required to safeguard the welfare and anonymity of their clients when any form of publication of clinical material is being considered and to obtain written permission in advance from their clients.

10. Indemnity insurance

All therapists/counsellors are required to ensure that they have the relevant indemnity insurance cover for their professional work.

11. Detrimental behaviour

All Nafsiyat therapists, counsellors and staff are to take responsibility and appropriate action with regard to the behaviour of a colleague, which may be detrimental to the profession, to other colleagues, trainees, students, or volunteers.

12. Monitoring of complaints

All staff at Nafsiyat accept the responsibility for maintaining reasonable awareness and a level of understanding regarding complaints procedures, relevant laws and statutory responsibilities that are applicable to their practise.

Nafsiyat is required to institute its complaints procedure in all cases of a complaint being received by the centre.

Nafsiyat is required to report to the UKCP Registration Board the names of members who have been suspended or expelled.

Nafsiyat staff are aware of their responsibility to act against colluding with practise harmful to clients, including those carried out by other professionals and colleagues. This should include, where appropriate, activating procedures for addressing ethical concerns, including formal complaints if necessary.

Psychotherapists/counsellors are required to inform their member organisations if any complaint is upheld against them in another member organisation, if they are convicted of any criminal offence, or if successful civil proceedings have been brought against them in relation to their work as a psychotherapist.

Nafsiyat is required to report annually to the Registration Board of the UKCP concerning the number and nature of complaints received.

Document revision history

Reviewed and updated by: Adam Weatherhead
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