

TOBIAS

SCHOOL OF ART & THERAPY

Next review date: 2020

TOBIAS CODE OF ETHICS

Introduction

The function of this Code of Ethics is to make explicit the values and principles underlying the work done at Tobias.

The term 'member' is applied to all who work and study or have studied at Tobias and thus includes:

- a) students following the two main trainings. It does not include those who attend short courses or personal development events who are not already members.
- b) students from such courses who are currently having a negotiated pause in their studies, but are remaining in relationship with Tobias through on-going supervision, etc.
- c) training supervisors in respect of their supervision of Tobias students on their work with training clients, unless such supervisors (if qualified elsewhere than at Tobias) already subscribe to another organisation's Code of Ethics.
- d) trainers and tutors on any courses at Tobias, whether or not these are certified courses.

These Codes are intended to guide the actions of people who are members of Tobias.

The purpose of the Code of Ethics is to set out the principles and values expressed in the working relationships both between all members of Tobias, and between them and non-members. All members of Tobias must adhere to it.

We hold as axiomatic that in all relationships there are rights and responsibilities on both sides, though the nature and extent of these will vary according to the function the relationship. Care must always be taken to ensure that whatever the function of the relationship in question, it nonetheless remains distinct from any other type of relationship with which it may overlap. A fundamental principle throughout these Codes is that in all relationships that are asymmetric in their status or power balance, the final responsibility for the well-being of those in it lies in the hands of the more senior member.

Relationship

At Tobias relationships are held to be of central importance, since they are crucial to the individual's well-being at intra-personal, interpersonal and transpersonal levels. Members of Tobias therefore must:

- i) honour the uniqueness and individuality of each relationship.
- ii) respect and uphold the differences between types of relationship
- iii) work within the relationship to encourage wholeness, healing and self-development.
- iv) recognise and use power within the relationship with care and integrity.

Boundaries

In setting and maintaining boundaries appropriate to the relationship in question the member must:

- i) pay careful attention in matters of sexual expression in professional relationships, especially where there are differences in status or authority between the parties concerned. They also undertake not to engage in any sexual activity within certain relationships specified in the Codes of Practice, and to actively seek support when they have difficulties in observing such a boundary.
- ii) take steps to ensure that their own emotional needs are not inappropriately dependent on relationships not designed for that purpose (e.g. therapist upon client, trainer upon student).
- iii) refrain from any personal relationship with another member if that would conflict in some way with their responsibilities in their working relationship.
- iv) be vigilant and sensitive regarding issues of confidentiality and anonymity in the work at Tobias and in any other work in the fields of art therapy, biography, counselling skills, and training in such fields, and when speaking of others, to do so in a purposeful and non-trivialising way.

Competence

Regarding their own competence the member must:

- i) attain through appropriate training and/or experience sufficient qualification to practice.
- ii) maintain and improve their own professional skills through regular supervision, and/or further study/training.
- iii) monitor their own ability to perform their work with due competence, staying within the limits of their own skills, and using professional consultation/supervision when in doubt.

iv) take responsibility for maintaining their own psychological health, obtaining appropriate help and support for themselves, and suspending all or some aspects of their work if this becomes necessary.

Working Practice

In working practice Tobias members must;

i) disclose their qualifications to legitimately interested people and not imply qualifications they do not have.

ii) establish a sound base for their working relationships by means of the explicit exchange of information, especially regarding practical terms and conditions, rates of pay, respective rights and duties, assessments and reviews.

iii) ensure that their work is adequately covered by appropriate professional indemnity insurance.

iv) in publishing any clinical material, safeguard fully the anonymity and welfare of any individual upon whom such material is based, and if possible, obtain their consent.

v) in engaging in any research that involves clients or other members, ensure that they fully understand the nature of the research, and if possible, have given their consent.

vi) take steps to ensure that course work assessments, reports, clinical notes, supervision material and other documents that contain confidential material are stored in secure conditions that will protect the anonymity of the individuals involved.

vii) ensure that the legal requirements regarding data protection are adhered to if information regarding clients or other members is kept on computer.