

The Australian Hypnosis Alliance



Code of Ethical Practice

Dated: 2 June 2016

Issued under authority of

A handwritten signature in blue ink, appearing to read "Michael Werts", is written over a faint, circular watermark or background.

Michael Werts

CEO TAHA

CODE OF ETHICS

1. INTRODUCTION

1.1 The aim of this document is to:

(1) To establish a standard of ethics to be adhered to by all practicing and subscribed members of The Australian Hypnosis Alliance (hereafter referred to 'the Alliance').

(2) To recommend to practicing and subscribed members of the Alliance, standards of practice, administration, advertising, personal and clinical conduct and presentation.

(3) To safeguard the welfare of clients of practicing and subscribed members of the Alliance.

(4) To support the rights of practicing and subscribed members of the Alliance to practice in an ethical manner.

(5) To support and promote the science and professional practice of Hypnotherapy.

1.2 A report will be completed when the Alliance management conduct an investigation regarding any practicing and subscribed member of the Alliance.

1.3 All practicing and subscribed members of the Alliance are expected to assist the younger or less experienced by every means in their power.

1.4 Members do not act for, or attend the clients of other practicing and subscribed members of the Alliance without good cause.

1.5 Any infringement of this code could result in the actions being taken in accordance with Section 9 of this document.

2. DEFINITION

2.1 A practicing and subscribed member of the Alliance is a member of The Australian Hypnosis Alliance that:

(1) Is a practicing hypnosis, hypnotherapy or another related modality

(2) Is a paid-up member of the Alliance

(3) Has signed an agreement (subscribed) to adhere to these ethical guidelines.

3. INTEGRITY OF PRACTICE

3.1 A practicing and subscribed members of the Alliance must act, at all times and under all circumstances, in conformity with the law and of community and cultural standards

4. DEFINITION OF HYPNOTHERAPY PRACTICE

4.1 The assessment, treatment and management of spiritual, emotional, psychological and physical wellbeing, from a holistic approach utilising and incorporating hypnosis and any of it's derivative modalities.

5. DUTY TO THE ALLIANCE

5.1 A practicing and subscribed member of the Alliance is to regard it as his/her duty:

(1) To support the aims and ideals of the Alliance in a professional manner.

5.2 To maintain the highest personal character in both public and professional life.

5.3 To increase knowledge and efficiency in their individual modality(ies) by the adoption of modern methods.

5.4 A practicing and subscribed member of the Alliance shall never treat a client whilst their ability, skills or judgement to do so is impaired by the consumption of alcohol or drugs.

5.5 A practicing and subscribed member of the Alliance shall never indecently expose a client or himself/herself in any way but shall always conduct himself/herself in an orderly and proper manner.

5.6 A practicing and subscribed member of the Alliance shall never take part in any illegal, immoral or improper relations with any client.

6. DUTY TO THE CLIENT

6.1 A practicing and subscribed member of the Alliance shall not neglect or abandon a client accepted in the course of practice, nor shall that client be discharged before recovery without due notice to the client or until another practitioner has assumed full responsibility.

6.2 A practicing and subscribed member of the Alliance shall not continue to treat a client when it has become or should have become apparent that the client is not responding to therapy without advising the client and (if appropriate) seeking additional advice, guidance or assistance.

6.3 No exaggeration of the client's condition is to be made.

6.4 It is to be the aim of every practicing and subscribed member of the Alliance to establish and maintain high ideals of professional honour and responsibility and endeavour in every ethical way to render satisfaction to the client.

6.5 A practicing and subscribed member of the Alliance shall never divulge, except with the consent of the client, or when required by law, or where failure to do so might constitute a menace or danger to the client's wellbeing or to other persons or the community, any confidence of that client, facts concerning clinical history, domestic life and/or observation of character, disposition of mind or body brought to light during treatment.

6.6 A practicing and subscribed member of the Alliance shall maintain a client's confidentiality.

7. DUTIES OF PRACTICING AND SUBSCRIBED MEMBERS OF THE ALLIANCE TO EACH OTHER AND TO OTHER PROFESSIONS

7.1 A practicing and subscribed member of the Alliance is to refrain from adverse criticism of a fellow hypnotherapist or a member of another health or related profession.

7.2 When/If a practicing and subscribed member of the Alliance refers a client to a colleague, it is suggested relevant client information be forwarded.

7.3 In cases where treatment other than clinical hypnotherapy is deemed necessary or advisable, the client should be advised accordingly.

8. PUBLICITY, ADVERTISING AND LITERATURE

8.1 The following standards of ethics refer explicitly to advertising and literature for practicing and subscribed members of the Alliance:

8.4 ADVERTISING:

- (1) Advertising is to be truthful and must not mislead.
- (2) Misleading statements or exaggerations must not be used to attract clients.
- (3) Practicing and subscribed member of the Alliance are encouraged to place advertisements in the professional pages or specific and appropriate sections in the publication. (For example, Health or Wellbeing Section).

9. MALPRACTICE AND/OR COMPLAINT

9.1 In the event of a claim or charge or suggestion of a claim or charge being made against a practicing and subscribed member of the Alliance for malpractice, the Alliance will in the first instance advise the member of the allegation. In all instances, initial review of the allegation will be made by the Alliance Chairperson and CEO in conference with each other.

9.2 Immediately after consideration by the Chairperson and CEO, the practicing and subscribed member of the Alliance shall be advised on what action is to be taken (if any).

9.3 Practicing and subscribed members of the Alliance agree to submit any information, documents etc. relative to the enquiries by the Chairperson and CEO.

9.4 Upon completion of any review/investigation/enquiry by the Chairperson and CEO, the practicing and subscribed member of the Alliance will be advised of the outcomes in the first instance. Any reparation or action to be taken to correct the initial issue will be discussed and agreed with the practicing and subscribed member of the Alliance.

9.5 The client/complainant will be advised of the final outcome and the agreement. The practicing and subscribed member of the Alliance will adhere to any final agreement on actions to be taken.

9.6 Failure to satisfactorily meet with the final agreement will result in the Alliance taking further action against the individual practicing and subscribed member of the Alliance. This action could consist of, but not be limited to:

- (1) removing the individual's details from the Ethical Practitioner Website Page
- (2) cancelling the individual's membership to the Alliance.
- (3) Placing the individual's name and/or business details on at 'Banned or Unsubscribed Practitioner' page.

9.7 In the case of dot-point 3 above, no reason or explanation as to the reason behind the ban will be advertised on the page, however individual enquiries made to the Alliance will be provided with information.

9.8 Professional indemnity insurance is strongly encouraged and recommended for all practicing and subscribed members of the Alliance.

STANDARDS OF PRACTICE

10. RECORD KEEPING

10.1 All practicing and subscribed members of the Alliance should maintain client records, notes and observations while the client is under a Member's care. Unless stipulated by legislation, these records can be hard copy, electronic, visual recording, audio recording, etc.

11. CASE HISTORY

11.1 A case history should include the following where relevant:

- (1) Client Name, address, date of birth and telephone numbers.
- (2) Symptoms and duration of issue.
- (3) Previous treatment and/or therapy.
- (4) Abnormalities noted.
- (5) Any Medical diagnosis made by a qualified diagnostician.

12. PROGRESS REPORTS

12.1 It is recommended that in addition to complete case history records, progress notations be made in the following instances:

- (1) Date of each consultation to be recorded.
- (2) When a client reports changes to symptoms.
- (3) Therapy and any advice given to client.

13. RECORDS

13.1 All records are to be securely filed and held.

14. ENROLMENT AND COSTS

14.1 Practicing and subscribed members of the Alliance will:

- (1) Sign an official initial undertaking to adhere to these ethical practice guidelines in full.
- (2) Have their name and/or business details placed upon an 'Ethical Practitioner' page on the Alliance website.
- (3) Be provided with an A4 Certificate attesting to their ethical practitioner enrolment with the Alliance. This certificate will be valid for one calendar year (or part thereof),
- (4) Complete a yearly agreement certification (via email or hardcopy print) attesting to their continued agreement to adherence of the TAHA Ethical Code Of Practice.
- (5) Pay a yearly enrolment and administration fee as determined by the Alliance.