

# Code of Practice

## FOR ORGANISATIONS THAT ARE MEMBERS OF EGATIN

### 1.0 Introduction

1.1 This Code of Practice needs to be effective from each applicant's first contact with the Training Organization, i.e. with written information sent to those inquiring about the course on offer. Each applicant needs to have full details about the course's philosophy, objectives, assessment criteria, and requirements for satisfactory completion, these to include psychotherapy requirements and expectations of clinical and academic work.

### 2.0 Teaching Programme.

2.1 The teaching objectives and curriculum, assessment criteria and academic work required will be provided for each student once accepted on to the course.

### 3.0 Staff Requirements.

3.1 Teachers, supervisors, and training psychotherapists will adhere to the organization's Code of Ethics.

3.2 Teachers will respect the diversity of students who may be on the course and will not discriminate on grounds of difference (that is on the grounds of gender, sexuality, ethnicity, nationality, religion, profession or disability).

3.3 Teachers will not exploit their students in training, sexually, financially or in any other way.

### 4.0 Clinical Work.

4.1 All students will be made aware of what is expected of them in regard to clinical work expectations.

4.2 Training organisations will assist students in making clients' interests' paramount in the clinical situation.

4.3 All work with clients in the training situation will be suitably supervised throughout the period of training.

4.4 Training organisations will not have any formal clinical responsibility for the clients of students in the training situation.

### 5.0 Personal and financial involvement.

5.1 All students will be clearly informed of the requirements of the course.

5.2 The training organization will safeguard the confidentiality of the student's personal material.

5.3 Any changes to training requirements which a training organization wishes to make must respect existing arrangements as far as possible.

5.4 All responsibilities for fees and other costs will be explicit from the outset, as well as the possibility that fees may increase during the course.

## **6.0 Supervision**

6.1 Organizations must ensure that all its supervisors operate by its Code of Ethics and Practice.

## **7.0 Assessment**

7.1 Organizations will clearly inform all students in writing at the outset of the training of the criteria and process of assessment.

7.2 The procedure of assessment needs to be as open as possible.

## **8.0 Complaints**

8.1 Each organization will set out clearly and publish a Complaints Procedure.

## **9.0 Appeals**

9.1 Each organization will set out and publish a clear Appeals Procedure.

9.2 If a student is not satisfied with the organization's Complaints Procedure, s/he may appeal to the national professional body.

*Agreed at a meeting of EGATIN delegates, IGA-Heidelberg, Sunday 27th May 2001.*