

DRAFT AAMET Code of Conduct and Ethics

INTRODUCING THE AAMET

The Association for the Advancement of Meridian Energy Techniques (AAMET) is the lead body for Energy Psychology with the General Regulatory Council for Complementary Therapies

The AAMET is a large international organisation supporting Energy Therapy.

The AAMET is comprised of individuals with an interest in Energy Psychology and also Energy Psychology Practitioners and Trainers. The AAMET is open to any person who is able to satisfy the criteria for ongoing Registration as determined from time to time by the AAMET.

Currently the AAMET has 5 types of members:

- AAMET ordinary members
That is those individuals who are interested in Meridian Energy techniques and who have registered with the AAMET as ordinary members.
- AAMET registered Meridian Energy Practitioners (at any level)
That is those individuals who have fulfilled the AAMET criteria for practitioner registration.
- AAMET registered trainers
That is those individuals who have fulfilled the AAMET criteria for trainer registration and have been registered with the AAMET as Energy Therapy trainers
- AAMET registered trainers of trainers
That is those individuals who have fulfilled the AAMET criteria for trainer of trainer registration and have been registered with the AAMET as Trainers of Energy Therapy Trainers.
- AAMET Fellows
That is those individuals who have made a significant contribution to Energy Therapy and/or the AAMET.

SCOPE OF THIS CODE

The scope of this Code is to govern the relationship between:

- AAMET members and the AAMET;
- AAMET registered Meridian Energy practitioners and clients;
- AAMET registered Meridian Energy practitioners and other healthcare professionals;
- AAMET registered Meridian Energy practitioners, trainers, trainers of trainers and the AAMET;
- AAMET registered Meridian Energy trainers, trainers of trainers and their students.

Consequently, The Code relates solely to the AAMETs ordinary members, registered practitioners, trainers and trainers of trainers.

In the following document the word “Practitioner” shall mean: AAMET registered Meridian Energy practitioners, trainers and trainers of trainers. The word “Client” shall mean: client(s) of AAMET registered practitioners and students of registered AAMET trainers and trainers of trainers.

NB: This code of conduct and ethics applies equally to the relationship between a practitioner and paying clients, and also between a practitioner and non-paying clients.

DELIVERY OF SERVICE

A. Practitioners: All practitioners shall undertake to:

- A1. Provide service to clients solely in those areas in which they are competent to do so and for which they carry relevant professional indemnity and public liability insurance.

“Competency” means adequate training, skills and experience but need not exclude treating a client for a

condition which the practitioner has not treated before, provided that due diligence and professionalism is observed.

- A2. Act in a non-biased, non-prejudicial manner towards all clients, providing those clients with an identical quality of service and treatment irrespective of the many differences which are to be found between clients, including but not restricted to: race, gender, sexual orientation, disability etc.
- A3. Disclose full details of all relevant memberships, training, experience, qualifications and appropriate avenues of complaint to clients upon request and only use those qualifications and memberships to which they have proof of entitlement.
- A4. Explain fully to clients in advance of any treatment: the fee levels, precise terms of payment and any charges which might be imposed for non-attendance or cancelled appointments, and wherever relevant, confidentiality issues.

“In advance of any treatment” means that not only should terms and conditions be set out in advance, but that they should be further clarified by the practitioner at the initial consultation when additional information about the client’s needs is obtained. If for therapeutic reasons, the practitioner wishes to modify treatment (e.g. to extend the treatment plan) then any effect this has on terms, conditions and pricing must be clearly explained to the client.

- A5. Present all services and products in an unambiguous manner (to include any limitations and realistic outcomes of treatment) and ensure that the client retains complete control over the decision to purchase such services or products. N.B. Guarantees of either a cure or a successful resolution of the problem/s presented shall not be offered.
- A6. Have the necessary qualifications and experience as required by the laws and customs of the country or countries in which they practice or teach.
- A7. Always act within the framework of the laws and customs currently in force within the practitioners own country or region.

B. EFT Trainers and EFT Trainers of Trainers:

All AAMET registered EFT Trainers and Trainers of Trainers shall undertake to:

- B1. Fully Comply with the requirements of the following documents:
 - B1.a AAMET Guidelines for EFT Trainers
 - B1.b AAMET EFT Trainer and ‘Trainer of Trainer’ Certification
 - B1.c AAMET Guidelines for CPD and Mentoring
- B2. Explain fully to students in advance of any training: the fee levels, precise terms of payment, any charges which might be imposed for non-attendance or cancellation of any course or part of a course. Such explanation must also include statements quantifying the trainers liability in the event of the trainer cancelling a course or part of a course.

CLIENT WELFARE

C. All practitioners shall undertake to:

- C1. Work in ways that will promote client autonomy and well-being and that maintain respect and dignity for the client.
- C2. Remain aware of their own limitations and wherever appropriate, be prepared to refer a client to another therapist (regardless of discipline) who might be expected to offer suitable treatment.

N.B. Practitioners should give full consideration to the efficacy of treatment, including the manner in which their rapport with the client may affect such efficacy. The practitioner has the right to refuse or terminate any treatment if it is a reasonable belief that it will not be, or continue to be, efficacious. In refusing or

terminating treatment due care must be given to fully explaining the rationale for refusal or termination to the client.

- C3. Ensure that wherever a client is seeking assistance for the relief of symptoms that are prolonged, potentially life threatening in nature or are generally a cause for concern, that unless already having done so, the client be advised to contact a registered medical practitioner.

N.B. If there is any doubt in the therapists mind about whether any set of symptoms are a cause for concern or not, they should always advise the client to see their registered medical practitioner.

N.B. It is in the interest of both the practitioner and the client that whenever a client is advised to seek medical help, this advice is recorded on the client notes.

- C4. Advise clients wherever necessary, that their primary care-givers are their registered medical practitioner.
- C5. Never attempt to give a medical diagnosis of symptoms or to give advice about treatments or medications unless they have undergone relevant medical training.
- C6. Confirm that they will never knowingly offer advice to a client which either conflicts with or is contrary to that given by the client's registered medical advisor/s.

N.B. If the practitioner has doubts or concerns with regard to a client's prescribed medication, they should, always with their client's permission, contact the medical advisor personally.

- C7. Use due care and diligence and whatever techniques the practitioner is qualified to use to avoid creating undue emotional or physical distress for the client.
- C8. Ensure that their workplace and all facilities offered to both clients and their companions will be in every respect suitable and appropriate for the service provided. These shall include any consulting room or training room used for the purpose of consultation and/or conducting therapy and/or training with any client, along with any reception or waiting areas associated with such rooms.
- C9. Take all reasonable care to ensure the safety of the client and any person who may be accompanying them.

- C10. Refrain from using their position of trust or confidence to:

C10.a Cross the commonly understood professional boundaries appropriate to the practitioner/client relationship or exploit the client emotionally, sexually, financially, or in any other way whatsoever. Should either a sexual relationship, or a financial relationship other than for the payment of relevant products or services, or other inappropriate relationship develop between either practitioner and client or members of their respective immediate families, the practitioner must immediately cease to accept fees, terminate treatment consistent with Clause C12 below and refer the client to another suitable practitioner at the very earliest opportunity.

N.B. Clarification on dilemmas experienced by practitioners in respect of the foregoing should be sought from the AAMET ethics committee at the earliest opportunity.

C10.b Touch the client in any way that may be open to misinterpretation.

N.B. Before employing any technique that requires the practitioner to touch the client in any way a full explanation should be given to the client as to what the process involves and the clients permission received.

- C11. Not accept any inappropriate gifts, gratuities or favours from a client.

- C12. Never protract treatment unnecessarily and to terminate treatment at the earliest moment consistent with the good care of the client.

- C13. Maintain strict confidentiality within the client/practitioner relationship, always provided that:

- C11.a Such confidentiality is not inconsistent with the practitioner's own safety
- C11.b Such confidentiality is not inconsistent with the safety of the client, the client's family members or other members of the public
- C11.c Such confidentiality is not in contravention of any legal action (i.e. criminal, coroner or civil court cases where a court order is made demanding disclosure) or legal requirement (e.g. Children's Acts etc.)
- C11.d The limits of such confidentiality is explained fully to the client.

N.B. Where the practitioner is working as part of a larger team, for example within an institution or through a multidisciplinary or similar clinical approach, or where the client has been referred by a medical advisor or agency with conditions placed on the referral as to shared disclosure by the practitioner to the advisor or agency, then provided that it is clear that the client consents, confidential information may be shared by the practitioner with the team or referring advisor or agency.

- C14. Ensure that client notes and records be kept secure and confidential and that the use of both manual and computer records remains within the terms of the Data Protection Act.

N.B. Manual records should always be locked away when not in use and those held on computer should be password coded. The practitioner should provide, in advance, arrangements for the secure disposal of all client records in case of their permanent incapacity or death.

- C15. Recognise that the maintenance of case note should include personal details, history, diagnosis and/or identification of problem areas; programme of sessions as agreed between practitioner and client (if any), session progress notes and a copy of any contract.

- C16. Obtain written permission from the client (or if appropriate the client's parent/s or legal guardian/s) before either recording client sessions, discussing undisguised cases with any person whatsoever, or publishing cases (whether disguised or not) via any medium.

"Recording" in this context means any method other than the usual taking of written case notes.
"Undisguised" in this context means cases in which material has not been sufficiently altered in order to offer reasonable anonymity to all relevant parties. With particular reference to the use of CCTV equipment, all clients must be fully informed when such equipment is in operation and when the client session is being recorded, written permission must be obtained prior to the commencement of any client session. Where a CCTV system is used that is not being recorded, then the client must be made fully aware that the system is in operation and who is viewing the monitor.

- C17. Advise the client that disguised case studies may sometimes be utilised for the purposes of either their own supervision or the supervision and/or training of other practitioners and refrain from using such material should the respective client indicate that it should not be used for these purposes.

D: GENERAL CONDUCT

All practitioners shall undertake to:

- D1. Conduct themselves at all times in accord with their professional status and in such a way as neither undermines public confidence in the process or profession of Meridian Energy Techniques nor brings the AAMET into disrepute.
- D2. Protect the public and the profession from unethical, unsafe or bad practice or behaviour. When offering criticisms or complaints about colleagues, practitioners should utilise appropriate channels such as the complaints procedures of the AAMET, or, where appropriate, Trading Standards or other relevant bodies. Practitioners offering criticisms outside of these channels have the duty to demonstrate that it is reasonable to do so. Practitioners must use due care and diligence when offering criticisms and complaints to ensure that they are justified and can be substantiated.
- D3. Respect the status of all other medical/healthcare professionals and the boundaries of their professional remit.

E: RELATIONSHIP WITH THE AAMET

All practitioners shall undertake to:

- E1. Notify the AAMET of any change in practice name, contact address, telephone number or email address, at the earliest convenient moment.
- E2. Inform the AAMET of any alteration in circumstance which would affect either their position or ability as practitioners.
- E3. Inform the AAMET of:
 - E3.a) any complaint (of which they are aware) made against them
 - E3.b) any disciplinary action taken against them by any professional body
 - E3.c) any criminal offence of which they have been convicted
- E4. Make available all relevant information requested as a result of investigation by the AAMET Ethics Committee, without hindrance (whether implied or actual) or unreasonable delay, and comply fully with all requirements inherent within any Complaints and Disciplinary Procedure to which they subscribe.

F: ADVERTISING, DISPLAY OF CREDENTIALS & USE OF SPECIFIC TITLES

All Practitioners shall undertake to:

- F1. Ensure that all advertising, no matter in what form or medium it is placed, represents a truthful, honest and accurate picture of themselves, their skill-base, qualifications and facilities and that any claims for the successful outcome of treatments (in whatever format) shall be based upon verifiable, fully documented evidence.
- F2. Ensure that all advertising shall be accurate, truthful and that any claims made in advertising can be substantiated on request.
- F3. Display only valid qualifications and certificates issued in respect of relevant training courses and events or certificates of registration, validation or accreditation as issued or awarded by relevant professional bodies.
- F4. Make no claim that they hold specific qualifications unless such claim can be fully substantiated.

G: TREATMENT of MINORS and those classified as PERSONS WITH SPECIAL NEEDS

All Practitioners shall undertake to:

- G1. Obtain the consent of an appropriate adult (i.e. parent, legal guardian or registered medical practitioner) before conducting treatment with clients who are either under the age of majority or are classified as persons with special needs.

N.B. In this context the term "Consent" means that the practitioner shall gain the agreement of the appropriate adult according to the laws and customs currently in force in the country where the consultation takes place. This consent may be in the form of a signed agreement document or it may be a simple verbal agreement that is noted on the clients case notes, depending on the legal requirements currently in force.

- G2. An appropriate adult must always be within sight or sound or viewing a CCTV monitor for the duration of the treatment.

H: SUPERVISION & CONTINUING PROFESSIONAL DEVELOPMENT

Practitioners are expected to maintain or improve their level of skills and professional competence in accordance with the requirements laid down by the AAMET.