

## Syllabus

### Course Overview

In this course, we will examine legal and ethical issues that are related to the activities of addiction professionals working in diverse addiction treatment settings. Addiction professionals are responsible for safeguarding the rights of the clients and students with whom they work. They must maintain the high degree of privacy and confidentiality that effective counseling requires and attend to the boundary issues that can emerge in counseling relationships. Addiction professionals also protect students and clients who are at risk for harming themselves or others. Although there may be legal and ethical situations in which the choices an addiction professional should make are very clear, there are many times when a "right" decision is not as apparent.

This course will provide you with models for making ethical decisions and will also provide an overview of the key legal and ethical standards that addiction professionals need to consider when choosing a course of action. As you examine the case studies presented throughout the course and participate in the discussions that follow, you will also need to take into consideration your own values, beliefs, and biases and how they influence the ways in which you respond to these types of legal and ethical dilemmas.

As an addiction professional, it is vital for you to be aware of the current legal and ethical standards in the profession. This knowledge will also aid you in your role as a treatment provider, supervisor, researcher, or consultant. This course provides a good foundation of knowledge and skills to help you reflect upon the types of ethical decisions and professional actions you will need to take throughout your career.

### APA Style and Formatting

In this course, you will use APA format for all discussions and assignments. To review APA style and formatting guidelines, refer to the [APA Style and Formatting](#) section of the Capella Graduate Online Writing Center.

### Course Competencies

(Read Only)

To successfully complete this course, you will be expected to:

- 1 Integrate current ethical and legal codes to inform the responsible counseling practices used by licensed/certified addiction professionals.
- 2 Apply ethical decision-making models to resolve specific legal and ethical issues found within diverse addiction treatment settings.
- 3 Evaluate the roles and functions of addiction professionals when implementing effective communication.
- 4 Develop strategies to address the influence an addiction professional's personal values have on ethical decision making.
- 5 Communicate in a manner that is consistent with the expectations of an addictions professional.

### Course Prerequisites

*There are no prerequisites for this course.*

## Syllabus >> Course Materials

### Required

The materials listed below are required to complete the learning activities in this course.

### Integrated Materials

Many of your required books are available via the VitalSource Bookshelf link in the courseroom, located in your Course Tools. Registered learners in a Resource Kit program can access these materials using the courseroom link on the Friday before the course start date. Some materials are available only in hard-copy format or by using an access code. For these materials, you will receive an email with further instructions for access. Visit the [Course Materials](#) page on Campus for more information.

#### Book

Corey, G., Corey, M. S., & Corey, C. (2019). *Issues and ethics in the helping professions* (10th ed.). Boston, MA: Cengage. ISBN: 9781337406291.

### Library

The following required readings are provided in the Capella University Library or linked directly in this course. To find specific readings by journal or book title, use [Journal and Book Locator](#). Refer to the [Journal and Book Locator library guide](#) to learn how to use this tool.

- Calley, N. G. (2009). Promoting a contextual perspective in the application of the ACA code of ethics: The ethics into action map. *Journal of Counseling and Development*, 87(4), 476–482.
- Cottone, R. R. (2001). A social constructivism model of ethical decision making in counseling. *Journal of Counseling & Development*, 79(1), 39–45.
- Frame, M. W., & Williams, C. B. (2005). A model of ethical decision making from a multicultural perspective. *Counseling and Values*, 49(3), 165–179.
- Garcia, J. G., Cartwright, B., Winston, S. M., & Borzuchowska, B. (2003). A transcultural integrative model for ethical decision making in counseling. *Journal of Counseling & Development*, 81(3), 268–277.
- Guiffreda, D. A., Douthit, K. Z., Lynch, M. F., & Mackie, K. L. (2011). Publishing action research in counseling journals. *Journal of Counseling & Development*, 89(3), 282–287.
- Lambert, S. F. (2011). Ethical and legal issues in addictions outcome research. *Counseling Outcome Research and Evaluation*, 2(1), 25–36.
- Liu, W. M., & Clay, D. L. (2002). Multicultural counseling competencies: Guidelines in working with children and adolescents. *Journal of Mental Health Counseling*, 24(2), 177–187.
- Moleski, S. M., & Kiselica, M. S. (2005). Dual relationships: A continuum ranging from the destructive to the therapeutic. *Journal of Counseling & Development*, 83(1), 3–11.

- Naugle, K. A. (2009). Counseling and testing: What counselors need to know about state laws on assessment and testing. *Measurement and Evaluation in Counseling and Development*, 42(1), 31–45. doi:10.1177/0748175609333561
- Neukrug, E. S., & Milliken, T. (2011). Counselors' perceptions of ethical behaviors. *Journal of Counseling & Development*, 89(2), 206–216.
- Weld, C., & Eriksen, K. (2007). The ethics of prayer in counseling. *Counseling and Values*, 51(2), 125–138.
- Werth, J. L., Jr., & Crow, L. (2009). End-of-life care: An overview for professional counselors. *Journal of Counseling & Development*, 87(2), 194–202.
- Zur, O. (2007). Dual relationships. In *Boundaries in psychotherapy: Ethical and clinical explorations* (pp. 21–46). Washington, DC: American Psychological Association.

### External Resource

Please note that URLs change frequently. While the URLs were current when this course was designed, some may no longer be valid. If you cannot access a specific link, contact your instructor for an alternative URL. Permissions for the following links have been either granted or deemed appropriate for educational use at the time of course publication.

- The Association for Addiction Professionals (NAADAC). (2011). Code of ethics. Retrieved from <http://www.naadac.org/code-of-ethics>

### Suggested

The following materials are recommended to provide you with a better understanding of the topics in this course. These materials are not required to complete the course, but they are aligned to course activities and assessments and are highly recommended for your use.

### Optional

The following optional materials are offered to provide you with a better understanding of the topics in this course. These materials are not required to complete the course.

### Library

The following optional readings may be available in the Capella University Library. To find specific readings by journal or book title, use Journal and Book Locator. Refer to the Journal and Book Locator library guide to learn how to use this tool. If the full text is not available, you may be able to request a copy through the Interlibrary Loan service.

- Bradley, L. J., Hendricks, B., Lock, R., Whiting, P. P., & Parr, G. (2011). E-mail communication: Issues for mental health counselors. *Journal of Mental Health Counseling*, 33(1), 67–79.
- Helbok, C. M. (2003). The practice of psychology in rural communities: Potential ethical dilemmas. *Ethics & Behavior*, 13(4), 367–384. doi:10.1207/S15327019EB1304\_5
- Hermann, M. A., & Herlihy, B. (2006). Legal and ethical implications of refusing to counsel homosexual clients. *Journal of Counseling & Development*, 84(4), 414–418.
- Lawrence, G., & Kirpius, S. E. (2000). Legal and ethical issues involved when counseling minors in nonschool settings. *Journal of Counseling & Development*, 78(2), 130–136.
- Letzring, T. D., & Snow, M. S. (2011). Mental health practitioners and HIPAA. *International Journal of Play Therapy*, 20(3), 153–164. doi:10.1037/a0023717
- Rappleyea, D. L., Harris, S. M., White, M., & Simon, K. (2009). Termination: Legal and ethical considerations for marriage and family therapists. *American Journal of Family Therapy*, 37(1), 12–27. doi:10.1080/01926180801960617
- Rummell, C. M., & Joyce, N. R. (2010). "So wat do u want to wrk on 2day?": The ethical implications of online counseling. *Ethics & Behavior*, 20(6), 482–496. doi:10.1080/10508422.2010.521450
- Schwiebert, V. L., Myers, J. E., & Dice, C. (2000). Ethical guidelines for counselors working with older adults. *Journal of Counseling & Development*, 78(2), 123–129.
- Scott, C. G. (2000). Ethical issues in addiction counseling. *Rehabilitation Counseling Bulletin*, 43(4), 209–214. doi:10.1177/003435520004300405
- Shaw, H. E., & Shaw, S. F. (2006). Critical ethical issues in online counseling: Assessing current practices with an ethical intent checklist. *Journal of Counseling & Development*, 84(1), 41–53.
- Zur, O. (2007). Toward a better understanding of boundaries in therapy. In *Boundaries in psychotherapy: Ethical and clinical explorations* (pp. 217–219). Washington, DC: American Psychological Association.

## Unit 1 >> Professional Identity and Ethical Decision Making

### Introduction

This first unit introduces the philosophical roots that serve as the foundation of ethical practice and behavior in the field of addiction treatment. The concepts of ethics, morality, the law, professionalism, and best practice are defined as key aspects of a model that can be used to guide professional practice. Codes of ethics and legal standards are the guidelines addiction professionals consult in order to make sound decisions when difficult issues arise in addiction treatment.

Professional identity is also grounded in philosophical underpinnings as well as its developmental evolution. Ways in which counseling varies from other mental health professions are highlighted, providing a way for learners to discern the framework of this profession. Credentialing, licensing, accreditation, and associations are key aspects of this profession.

The discussions and additional readings presented in this unit address the topics of professional identity and decision-making models. These learning activities will provide the foundation for considering the many legal and ethical issues that will be explored throughout the course.

## Learning Activities

### u01s1 - Studies

## Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 1, "Introduction to Professional Ethics," pages 1–35.
- Chapter 2, "The Counselor as a Person and as a Professional," pages 37–66.

Use the Capella University Library to read at least **one** of the following:

- Calley, N. G. (2009). Promoting a contextual perspective in the application of the ACA code of ethics: The ethics into action map. *Journal of Counseling and Development*, 87(4), 476–482.
- Cottone, R. R. (2001). A social constructivism model of ethical decision making in counseling. *Journal of Counseling & Development*, 79(1), 39–45.
- Frame, M. W., & Williams, C. B. (2005). A model of ethical decision making from a multicultural perspective. *Counseling and Values*, 49(3), 165–179.
- Garcia, J. G., Cartwright, B., Winston, S. M., & Borzuchowska, B. (2003). A transcultural integrative model for ethical decision making in counseling. *Journal of Counseling & Development*, 81(3), 268–277.

### u01d1 - Ethical Beliefs

Complete the self-assessment on pages 24–32 of your *Issues and Ethics in the Helping Professions* text to help you address the following:

- Describe your strongest attitudes and beliefs.
  - Discuss how each will be important to your work as an addiction professional.
  - Provide specific examples to illustrate your ideas.
- Identify any other beliefs you hold that will help to form your professional identity.

Support your ideas with references to the professional literature. Respond to the posts of two other learners.

#### Course Resources

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#### Graduate Discussion Participation Scoring Guide

### u01d2 - Decision-Making Models and Ethical Issues

Various decision-making models have been proposed in the field of counseling to help resolve ethical issues. Review two of these ethical decision-making models. You may include the model presented on pages 20–23 of your *Issues and Ethics in the Helping Professions* text, the models described in the additional readings, or a model presented in another counseling text or article from the professional counseling literature. Discuss the following:

1. What are some of the advantages and limitations of using a decision-making model when addressing ethical issues that may arise when working with clients in addiction treatment settings?
2. Compare and contrast the key elements of the two ethical decision-making models you have reviewed.
  - Which one may be more effective for addressing ethical issues that will arise in the settings where you will be working?

Support your ideas with references to the professional literature. Respond to the posts of two other learners.

Course Resources

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Graduate Discussion Participation Scoring Guide

## Unit 2 >> Ethical Practice in a Multicultural Society

### Introduction

Professional counselors are expected to be culturally competent. The *NAADAC Code of Ethics* highlights multicultural competence as a key aspect of ethical practice. Chapter 4 of the course text reviews the evolution of multicultural counseling and the ethical issues that may arise when working with clients from a wide range of social-cultural backgrounds. The text also addresses working with clients or students who are victims of discrimination, family law as it impacts gay and lesbian clients or students, and cultural issues that may emerge when doing crisis counseling.

Client rights and professional responsibilities of addiction professionals are the other main topics addressed in this unit. These are complex topics, covering areas from values conflicts to informed consent. Also introduced in this unit are HIPAA requirements and other aspects of informed consent and disclosure of personal information.

### Learning Activities

#### u02s1 - Studies

## Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 4, "Multicultural Perspectives and Diversity Issues," pages 105–147.
- Chapter 5, "Client Rights and Counselor Responsibilities," pages 148–203.

Use Capella University Library to read **one** of the following:

- Liu, W. M., & Clay, D. L. (2002). Multicultural counseling competencies: Guidelines in working with children and adolescents. *Journal of Mental Health Counseling*, 24(2), 177–187.
- Weld, C., & Eriksen, K. (2007). The ethics of prayer in counseling. *Counseling and Values*, 51(2), 125–138.

Use the Internet to review the following:

- The Association for Addiction Professionals (NAADAC). (2011). Code of ethics. Retrieved from <http://www.naadac.org/code-of-ethics>

## Multimedia

View Multicultural Competence – Case Study, which consists of vignettes related to multicultural competence.

- You will use the information in this interactive piece to participate in one of the discussions in this unit.

Course Resources

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Multicultural Competence – Case Study

## u02s2 - Assignment Preparation

In preparation for your assignment in Unit 3, complete the following:

- Read the NAADAC code of ethics:
  - The Association for Addiction Professionals (NAADAC). (2011). Code of ethics. Retrieved from <http://www.naadac.org/code-of-ethics>
- Conduct research to find your own state's laws that regulate the credentials for addiction professionals.
  - A good place to begin is with the website of your state licensure or certification board, which should have links to the laws and regulations pertaining to counseling practice in your state.
  - You may also be able to find relevant links to information via your state association's website. Do some exploring and see what you can find!
- Identify other professional associations' websites that provide information on ethical and legal standards for addiction professionals.

## u02d1 - Multicultural Competence and Ethics

Based upon your assigned readings, address the following:

1. Describe how multicultural competence is an ethical issue and why you need to consider this in your identity and practice as an addiction professional.
2. Provide specific examples to illustrate how you plan to address diversity issues and multicultural competence in your professional development.

Support your ideas with references to the professional literature. Respond to the posts of two other learners.

Course Resources

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Graduate Discussion Participation Scoring Guide

## u02d2 - Multicultural Competence - Case Study

Select one of the case vignettes from the Multicultural Competence – Case Study interactive media in this unit's study for this discussion, and imagine that you are the counselor working with the client(s) or student in this situation.

Identify the areas of multicultural competence needed for working with this student or client(s):

1. In terms of self-awareness, how would your personal identity, values, and beliefs affect your reaction to the student or client(s) and any biases or assumptions you may have about the student or client(s) and the presenting issues?
2. What knowledge would you need to provide effective counseling in this situation?
3. What culturally appropriate skills or intervention strategies would you need to develop to work with the student or client(s)?

Provide specific examples to illustrate your ideas and support your discussion with references to the professional literature. Respond to the posts of two other learners.

Course Resources

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Graduate Discussion Participation Scoring Guide

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Multicultural Competence – Case Study

## Unit 3 >> Confidentiality and Privileged Communication

### Introduction

This unit covers the areas of confidentiality and privileged communication. The distinctions among privacy, confidentiality, and privileged communication are discussed, and the origins and rationale for each of these important aspects of ethical counseling are presented.

There is a common belief that the counseling process is completely confidential. Although this is generally true, many exceptions to confidentiality exist—and in some cases breaking confidentiality is legally mandated. Counselors are required to know when they may share a client's or student's private information to provide more effective care as well as the situations in which disclosing information is required for ensuring the safety of clients, students, and others. Knowledge of one's own state laws in these areas is essential.

### Learning Activities

#### u03s1 - Studies

### Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 6, "Confidentiality: Ethical and Legal Issues," pages 204–253.

### Multimedia

View the interactive media *Locating and Integrating State Laws and Ethical Codes*, which includes examples of issues presented in counseling situations that may have legal or ethical aspects. Participate in this activity to prepare for this unit's assignment.

#### Course Resources

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Locating and Integrating State Laws and Ethical Codes

#### u03a1 - Locating and Integrating State Laws and Ethical Codes

Locate the current ethical standards used by addiction professionals. Please include the *NAADAC Code of Ethics* as well as any standards from other professional organizations relevant to practice in your state.

1. Describe where you found the standards (a website, publication, and so on) and the date they were published. Include the full reference or link.
2. How long ago were these ethical standards developed?
  - Can you locate any information pertaining to the date for the next revision of these ethical standards and where they will be published?
  - It is important for addiction professionals to have access to the most current versions of the ethical standards. How will you stay informed regarding any proposed updates to the ethical standards in the profession?

Locate the laws regulating professional practice for addiction professionals in your state.

1. Describe where you found these laws and include the link to the website.
2. Where is information about new laws and pending legislation made available to addiction professionals in your state?
  - Include the full references to publications or links to websites where this information is provided.
3. It is important for addiction professionals to know when legislation that impacts their work is changing.
  - How will you stay informed regarding proposed changes to current state laws that regulate the practice of professional practice in your state?

Use the *Locating and Integrating State Laws and Ethical Codes* media linked in Resources to complete the following:

1. In the interactive form, select five issues that may arise in the type of setting in which you will be working.

2. For each issue, identify whether your response to the situation would be guided by an ethical standard, a state law, or both.
  - Identify where you located each standard or law that pertains to this issue to support the choice you have made.
3. After you have completed the first steps, summarize briefly, in your own words, the specific ethical standard or state law that is relevant to each situation.
  - You do not need to discuss what decision you would make in the situation; just describe the ethical standards or laws that you would consult to guide your actions.

## Additional Requirements

- **Written communication:** Develop accurate written communication and thoughts that convey the overall goals of the project and do not detract from the overall message. Your paper should demonstrate graduate-level writing skills.
- **References:** Your reference list must include at least two sources. You must use proper APA style to list your references.
- **Number of pages:** The length of your paper should be 3–4 double-spaced content pages plus cover and reference pages.
- **Formatting:** Use APA formatting, including the following: correct in-text citations, proper punctuation, double-spacing throughout, proper headings and subheadings, no skipped lines before headings and subheadings, proper paragraph and block indentation, no bolding, and no bullets. Refer to the APA Style and Formatting section of the Capella Writing Center for more information.

### Course Resources

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Locating and Integrating State Laws and Ethical Codes

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[Code of Ethics](#)

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[APA Style and Format](#)

### u03d1 - Informed Consent - A Case Scenario

Addiction professionals must follow legal and ethical guidelines to protect their clients' privacy and confidentiality. However, they also need to protect their clients from self-harm and harm by others, and they need to protect people from potentially dangerous clients. At times, these duties may limit a client's right to confidentiality. State laws contain specific statutes or regulations that mandate when an addiction professional must break confidentiality to protect clients from harm; agencies will also have specific guidelines and policies that must be followed in these cases.

Create a brief case scenario reflective of the work you will do as an addiction professional that describes a client who is expressing one of the following:

1. Thoughts of self-harm.
2. Feelings about wanting to harm another person.
3. Descriptions of being physically abused at home.
4. Memories of being sexually abused by a neighbor.

Address all of the following in your case scenario:

- Include the client's age and the setting in which you are working.
- Describe the specific steps you will take to assess the potential risk to or from your client.
- If a minor has experienced abuse or is in jeopardy of being harmed, what guidelines will you follow to report this?
  - Locate the specific laws in your state that address mandated reporting procedures and cite the sections of these laws that would guide your actions.
- How will you address informed consent and any exceptions to confidentiality with your client so that damage to the counseling relationship is minimized?
- Include specific examples to illustrate your ideas and support your discussion with references to state laws and regulations, ethical codes, and articles from the professional literature.

Respond to the posts of two other learners.

### Course Resources

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Graduate Discussion Participation Scoring Guide



## Unit 4 >> Records and Technology

### Introduction

This unit covers the topics of records, subpoenas, and the use of technology in record keeping and communication. The creation and maintenance of records is a complex and important aspect of professional conduct. There are legal and ethical considerations, including the federal laws of HIPAA, types of records, and who has access to the records as well as under what circumstances the records can be released. Increasingly sophisticated technology has further complicated this area, as records stored in this manner may be subject to unauthorized access.

### Learning Activities

#### u04s1 - Studies

### Optional Readings

The following optional readings may be available in the Capella University Library:

- Bradley, L. J., Hendricks, B., Lock, R., Whiting, P. P., & Parr, G. (2011). E-mail communication: Issues for mental health counselors. *Journal of Mental Health Counseling*, 33(1), 67–79.
- Letzring, T. D., & Snow, M. S. (2011). Mental health practitioners and HIPAA. *International Journal of Play Therapy*, 20(3), 153–164. doi:10.1037/a0023717
- Rummell, C. M., & Joyce, N. R. (2010). "So wat do u want to wrk on 2day?": The ethical implications of online counseling. *Ethics & Behavior*, 20(6), 482–496. doi:10.1080/10508422.2010.521450
- Shaw, H. E., & Shaw, S. F. (2006). Critical ethical issues in online counseling: Assessing current practices with an ethical intent checklist. *Journal of Counseling & Development*, 84(1), 41–53.
- Zur, O. (2007). Toward a better understanding of boundaries in therapy. In *Boundaries in psychotherapy: Ethical and clinical explorations* (pp. 217–219). Washington, DC: American Psychological Association.

#### u04d1 - Ethics and Technology

Review the following case vignette:

You work at an addiction treatment center that offers inpatient and outpatient services. Recently, the administration decided to offer cyber-group sessions for people who want treatment and support but live in isolated areas of your state. You have been assigned to work with this program. The center has technology that allows for synchronous video and audio interaction so that you can essentially have cyber-groups.

One evening, a client who has been attending the group for a month comes into the virtual room obviously intoxicated. He acknowledges that he has had a relapse and has been using pain pills all afternoon. During the session he appears to fall asleep for long periods of time and is unresponsive to your questions. He leaves the session early and appears to be disoriented. Others in the group are frustrated and angry and say they will not continue meeting if this client is allowed to return to the group.

1. Identify the possible legal and ethical issues in this situation and identify the relevant legal and ethical codes that would address these issues.
2. Develop a plan of action to address this situation.

Include specific examples to illustrate your ideas, and support your discussion with references to the professional literature. Respond to the posts of two other learners.

#### Course Resources

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#### Graduate Discussion Participation Scoring Guide

## u04d2 - Documentation in Addiction Settings

Maintaining case records in addiction settings presents unique challenges. To complete this discussion:

- Select a treatment setting (inpatient addiction program, outpatient addiction program, or community mental health agency integrating addiction and mental health treatment).
- Describe:
  - How records will be maintained. Include details such as how records are stored (physical file cabinets? electronically?) and the challenges each method presents.
  - The key documents that will be included in the client's record and why they are important.

Include specific examples to illustrate your ideas, and support your discussion with references to the professional literature. Respond to the posts of two other learners.

Course Resources

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Graduate Discussion Participation Scoring Guide

## Unit 5 >> Dual Relationships

### Introduction

This unit explores the complexities and potential outcomes of establishing and maintaining professional boundaries. The idea that boundary crossings may occasionally benefit the therapeutic relationship is also reviewed. Ethical decision making and cultural factors are addressed as factors that need to be considered in this area. Counselors who work in small towns or isolated areas may face some challenges when trying to avoid multiple relationships. The most common boundary violations are reviewed, with special attention to sexual dual relationships.

### Learning Activities

#### u05s1 - Studies

## Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 7, "Managing Boundaries and Multiple Relationships," pages 254–300.

Use the Capella University Library to read the following:

- Moleski, S. M., & Kiselica, M. S. (2005). Dual relationships: A continuum ranging from the destructive to the therapeutic. *Journal of Counseling & Development*, 83(1), 3–11.
- Zur, O. (2007). Dual relationships. In *Boundaries in psychotherapy: Ethical and clinical explorations* (pp. 21–46). Washington, DC: American Psychological Association.

## Multimedia

View the presentation [Collaboration Scenarios - Mental Health Counselor Scatterdesk](#) to prepare for this unit's assignment.

Course Resources

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Collaboration Scenarios – Mental Health Counselor Scatterdesk

## u05a1 - Collaborating With Human Services Professionals

For this assignment, review the Collaboration Scenarios presentation linked in Resources and then complete the following:

1. Describe how each of the professionals working in the counseling setting presented might collaborate to respond to any legal or ethical issues described in the scenario.
2. List the role of each professional in the counseling setting.
3. Identify the function that each professional would serve in terms of assessing or responding to any of the legal or ethical issues that may arise when working with this client.
  - Imagine that you are working with this client, and you will be serving as the lead person to coordinate efforts among the team of professionals at this setting.
    - Describe the strategies you would use to identify and implement effective collaboration between the professionals who may be working to provide assistance for this client. Include specific examples to illustrate some of the actions you would take.
    - Develop an effective communication to one of the professionals assisting your client:
      - **For the client in the mental health counselor scenario:** You and the client agree she will meet with a psychiatrist for an evaluation. Compose a letter that you would send, with the client's permission, to the psychiatrist. In the letter, describe the reason for your referral, the relevant information you would like the doctor to have about the client, and the information you'd like to receive after the evaluation is completed. (You may need to make up some of the details about the client and your work with her.)
      - Think carefully about information that would be useful for this professional to have about your client, and any areas in which you want to respect the client's privacy and confidentiality. Your letter should be approximately one page long and should be presented in the actual format you would use if you were sending it to the professional.

## Additional Requirements

- **Written communication:** Develop accurate written communication and thoughts that convey the overall goals of the project and do not detract from the overall message. Your paper should demonstrate graduate-level writing skills.
- **References:** Your reference list must include at least four sources from current peer-reviewed journals. You must use proper APA style to list your references. Refer to APA Style and Format (linked in Resources) as needed.
- **Number of pages:** The length of your paper should be 3–5 double-spaced content pages. (Note: page count does not include cover page or references.)
- **Formatting:** Use APA formatting, including the following: correct in-text citations, proper punctuation, double-spacing throughout, proper headings and subheadings, no skipped lines before headings and subheadings, proper paragraph and block indentation, no bolding, and no bullets.

Course Resources

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Collaboration Scenarios – Mental Health Counselor Scatterdesk

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[APA Style and Format](#)

## u05d1 - Boundaries and Dual Relationships

Chapter 7 of your text, *Issues and Ethics in the Helping Professions*, describes a range of boundary issues and multiple relationships. For this discussion, complete the following:

1. Provide a case vignette that describes a dual relationship that you believe would be harmful. Include the age of the client and the setting in which you are working. Support your discussion with specific examples from the ethical standards.
2. Describe the steps you will take to ensure that the relationships you develop with your clients and the decisions you make about boundaries in these relationships will be ethical, legal, and beneficial. Support your ideas with reference to the professional literature.

Respond to the posts of two other learners.

Course Resources

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Graduate Discussion Participation Scoring Guide

## Unit 6 >> Ethical Practice with Special Populations

### Introduction

This unit focuses on the legal and ethical issues that emerge when working with special populations. Addiction professionals who serve children and adolescents must understand the rights of the minor clients they are working with as well as the legal rights of the parents or guardians. State laws regarding parental consent for treatment and informed consent for minors need careful consideration, as do the legal and ethical standards addressing confidentiality and privileged communication with minors.

Limits to confidentiality and privacy for persons in counseling who are vulnerable and need additional protection are also addressed in the state laws and ethical standards. Addiction professionals have legal and ethical responsibilities to protect children, dependent adults, and elders who may be victims of abuse or neglect. Counselors also need to understand the situations in which they may need to break confidentiality when the person they are working with is a danger to self or others.

Chapters 11 and 12 of the *Issues and Ethics in the Helping Professions* text review the ethical and legal issues that may arise when counseling couples, families, and groups.

### Learning Activities

#### u06s1 - Studies

### Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 11, "Ethical Issues in Couples and Family Therapy," pages 395–421.
- Chapter 12, "Ethical Issues in Group Work," pages 422–450.

### Optional Readings

The following optional articles may be available in the Capella University Library:

- Helbok, C. M. (2003). The practice of psychology in rural communities: Potential ethical dilemmas. *Ethics & Behavior*, 13(4), 367–384. doi:10.1207/S15327019EB1304\_5
- Hermann, M. A., & Herlihy, B. (2006). Legal and ethical implications of refusing to counsel homosexual clients. *Journal of Counseling & Development*, 84(4), 414–418.
- Lawrence, G., & Kirpius, S. E. (2000). Legal and ethical issues involved when counseling minors in nonschool settings. *Journal of Counseling & Development*, 78(2), 130–136.
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#### u06d1 - Clients' Rights and Ethical Behavior

Counselors who work with children and adolescents often need to balance their clients' or students' rights, their own views of moral and ethical behavior, and the demands of ethical codes and state laws.

For each vignette below, list the questions and concerns that arise for you as you consider the potential legal and ethical issues, the client's or student's rights, and your own personal beliefs and values. Cite specific state laws and ethical codes to support your discussion.

1. A 14-year-old boy describes himself as gay and discloses he's been sexually intimate with his 14-year-old friend LeRoy for the past three months. He is worried he may have a sexually transmitted disease. He wants your advice and support but does not want you to tell his parents.

2. A 17-year-old girl reveals she is four months pregnant and is terrified to tell her parents or the father of the child; she believes they will force her to keep the baby. The girl admits she has already contacted a couple she found on the Internet to discuss placing the baby for adoption when it is born.
3. A 16-year-old boy who has an underlying medical disorder that causes chronic pain reveals he has been able to receive medical marijuana illegally from a friend's uncle. He only smokes it occasionally and feels his pain has been significantly relieved.

Respond to the posts of two other learners.

Course Resources

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Graduate Discussion Participation Scoring Guide

## Unit 7 >> Ethical Issues in Evaluation and Assessment; Professional Relationships

### Introduction

In the course of their work, addiction professionals may be asked to provide some form of assessment to a client or student with whom they are working. At times, the addiction professional may be the person who selects, administers, and interprets standardized tests or assessment instruments to gather information for these types of evaluations. In other cases, the addiction professional may need to obtain and integrate assessments made by other professionals in order to determine the mental health needs and most effective counseling approach for a client or student. The professional codes of ethics have specific standards relating to the areas of assessment and evaluation.

Ethical and legal issues may emerge within the professional interactions counselors have with colleagues and other mental health professionals in their schools, agencies, and communities. Employer and employee relationships, consultation practices, and referral policies need to be established within ethical guidelines. Addiction professionals who work in private practices or agencies where insurance policies and managed care plans influence the scope of counseling that can be offered to clients may face legal and ethical dilemmas when conflicts arise between the services their clients need and the services that third-party payers will reimburse.

### Learning Activities

#### u07s1 - Studies

### Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 10, "Issues in Theory and Practice," pages 365–394.

Use the Capella University Library to read the following article:

- Naugle, K. A. (2009). Counseling and testing: What counselors need to know about state laws on assessment and testing. *Measurement and Evaluation in Counseling and Development*, 42(1), 31–45. doi:10.1177/0748175609333561

#### u07a1 - Licensure and Certification

1. For your own state, do addiction professionals need to hold a license, credential, certification, or some other designation to work as an addiction professional? These terms can mean different things in different states. How are they defined in your state? Locate the laws in your state that regulate and impact the credentialing, certification, and/or licensing of addiction professionals working within your specialization area in the addiction field (prevention, treatment, supervisor). Describe where you located the laws and include the full reference for the publication or the website address.
2. Summarize in your own words three key content areas in your state laws as they relate to professionals in your specialization area. This may include areas such as educational requirements needed for licensure, fieldwork and supervision requirements, specific required licensing and credentialing examinations, continuing education requirements for licensed professionals, grounds for suspension, or revocation of a license or certification.

3. Identify the specific publications or websites where pending legislation and updated or revised laws pertaining to licensure and credentialing are published. Describe the steps you will take to remain current of all revisions and amendments to state laws that will impact your own credential, certificate, or license and the work you do as an addiction professional.

## Additional Requirements

- **Written communication:** Develop accurate written communication and thoughts that convey the overall goals of the project and do not detract from the overall message. Your paper should demonstrate graduate-level writing skills.
- **References:** Your reference list must include at least two sources. You must use proper APA style to list your references. Refer to APA Style and Format (linked in Resources) as needed.
- **Number of pages:** The length of your paper should be 2–3 double-spaced content pages. (Note: page count does not include cover page or references.)
- **Formatting:** Use APA formatting, including the following: correct in-text citations, proper punctuation, double-spacing throughout, proper headings and subheadings, no skipped lines before headings and subheadings, proper paragraph and block indentation, no bolding, and no bullets.

Course Resources

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[APA Style and Format](#)

### u07d1 - A Colleague's Dilemma

For this discussion, review the following case vignette and address the accompanying questions:

Ricardo is working as a certified addiction counselor in a community mental health agency that integrates the treatment of mental health and substance use disorders. As he works with a client struggling with a moderate alcohol use disorder, he suspects that his client may also be depressed. The general procedure is to request a specific mental health evaluation, but Ricardo is anxious to obtain additional services for his client and wants to help advocate for his client. He is aware that the agency maintains basic screening assessment tools such as the Beck Depression Inventory in a common resource room. Knowing that the wait for a full assessment could take days to schedule, Ricardo decides to simply complete some basic screening assessments including the Beck Depression Inventory so he can present the data to his supervisor to advocate for additional services.

Discuss your reaction to Ricardo's approach to advocating for his client:

1. Identify the key ethical issues in this case, with reference to the *NAADAC Code of Ethics*.
2. If you were one of Ricardo's colleagues and encountered him in the resource room retrieving the assessment tools, what recommendations might you make to him in terms of the approach he is taking in his well-intentioned strategy to advocate for his client?

Support your ideas with references to the course text and at least one additional article from a current peer-reviewed journal. Respond to the posts of two other learners.

Course Resources

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[Graduate Discussion Participation Scoring Guide](#)

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[Code of Ethics](#)

## Unit 8 >> Supervision and Consultation

### Introduction

Addiction professionals who provide education, training, and supervision have responsibilities to the profession, their learners and trainees, and the persons with whom these learners and trainees are working. Chapter 8 of the course text reviews several aspects of training that require careful consideration: gatekeeping, evaluation, and relationship issues. Supervisors have an obligation to provide a thorough and fair assessment of their

interns' competence while protecting the welfare and safety of their clients and students. Issues of confidentiality, privacy, due process, vicarious liability, and informed consent frequently arise within the supervision process.

## Learning Activities

### u08s1 - Studies

## Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 8, "Professional Competence and Training," pages 301–333.
- Chapter 9, "Ethical Issues in Supervision," pages 334–364.

### u08d1 - Supervising Interns

What criteria should addiction professionals in supervisory roles use when determining whether a trainee needs remediation? List three specific behaviors that might indicate an intern may not be competent to work with others in a helping relationship.

What types of remediation activities or programs should be required for interns who are demonstrating problem behaviors in their programs or at their fieldwork sites? For each of the three problem behaviors you identified, discuss a method by which the intern could address these issues and describe how the intern would demonstrate improvement.

Do you believe personal therapy should be a requirement for those who are preparing to become addiction professionals? Why or why not?

Support your ideas with references to specific ethical standards and to a minimum of two peer-reviewed articles. Respond to the posts of two other learners.

#### Course Resources

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Graduate Discussion Participation Scoring Guide

### u08d2 - Supervision and Consultation

To complete this discussion:

- Describe three responsibilities of supervisors or consultants that are discussed in the *Issues and Ethics in the Helping Professions* text and provide an example of how each of these responsibilities might arise for the site supervisors in the setting where you will be doing your fieldwork.
  - Which ethical principles would guide how to manage each example?
- Use scholarly sources to support your analysis.

Respond to the posts of two other learners.

#### Course Resources

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Graduate Discussion Participation Scoring Guide

## Unit 9 >> Responding to Ethical and Legal Issues

## Introduction

Addiction professionals may want to explore the effectiveness of the approaches they are using or the outcome of a program they have developed; they might also want to write an article or make a presentation about the work they are doing. This unit reviews the ethical and legal issues that may emerge when addiction professionals are practicing in the field and faced with a range of issues. Chapter 3 of the course text explores the importance of avoiding imposing one's values on clients. Discerning ethical conflicts and conflicting values are key.

## Learning Activities

### u09s1 - Studies

## Readings

Use your *Issues and Ethics in the Helping Professions* text to read the following:

- Chapter 3, "Values and the Helping Relationship," pages 67–104.

Use the Capella University Library to read the following:

- Guiffrida, D. A., Douthit, K. Z., Lynch, M. F., & Mackie, K. L. (2011). Publishing action research in counseling journals. *Journal of Counseling & Development*, 89(3), 282–287.
- Lambert, S. F. (2011). Ethical and legal issues in addictions outcome research. *Counseling Outcome Research and Evaluation*, 2(1), 25–36.

### u09a1 - Responding to Ethical and Legal Issues

Use the following scenario for this assignment:

Bobby is a 41-year-old man who has been seeing you for counseling to address issues with alcohol and marijuana abuse. Bobby's mother is Native American and he spent his childhood living on a reservation in Arizona. Both he and his mother were physically abused by his father; when Bobby was 12, they left the reservation to live with relatives in a large city in another state. His mother passed away last year.

Bobby is HIV positive due to use of intravenous (IV) drugs in his early 20s. He has not used IV drugs for over 15 years and has been working closely with a physician to maintain his health and monitor any symptoms that emerge. He has not disclosed his HIV status to anyone except you. Bobby works as an overnight residential counselor for adolescent boys five evenings a week; he is also in school to complete his degree in counseling and hopes to become a licensed therapist some day. He tells you that he attends Alcoholics Anonymous and Narcotics Anonymous meetings several times a week.

Two weeks ago Bobby comes to one of his counseling sessions with alcohol on his breath. He admits to having a relapse and reveals he's been drinking and smoking marijuana for the past month. He was afraid to tell you because he did not want you to be disappointed in him. Bobby further discloses that he's been drinking "just a little" in the evenings at work after the boys are asleep. He says that some of his own abuse issues from childhood have been emerging and he is having a hard time dealing with the horrible memories.

Bobby also admits that some of his anxiety is being triggered by meeting a woman in his NA group to whom he is very attracted. He finally got up the nerve to ask her out and they have been on three dates. He believes they will be sexually intimate soon but he is not ready to tell her about his HIV status. He assures you that he is extremely careful to practice safe sex and that he will tell her "when the time is right."

To complete this assignment:

- Summarize the key legal and ethical issues presented in the case, utilizing the ethical decision-making model from the course text, one of the readings included in the course, or another current peer-reviewed article from a professional counseling journal.
- Discuss how you would apply each step of your chosen ethical decision-making model to respond effectively to these legal and ethical issues.
  - Include specific examples to illustrate the actions you would take at each step.
  - Include the specific ethical standards and state laws that you would consult when determining your response to the situation.
    - How would these laws and standards influence the choices you might make in responding to the situation?
  - Describe how you would demonstrate developmental and cultural sensitivity when addressing the legal and ethical issues presented.
    - Use specific examples to illustrate your ideas.



- Explain how your personal values and beliefs impact your understanding of the situation and the choices you might make when deciding how to respond to the legal and ethical issues that may arise in working with this client.
  - Include at least two examples of specific values and beliefs you hold that may influence your reactions to this case and the actions you may take.
  - Present at least two specific strategies that you will develop to address the influence that your personal values and beliefs may have on ethical decision making with clients.

## Additional Requirements

- **Written communication:** Develop accurate written communication and thoughts that convey the overall goals of the project and do not detract from the overall message. Your paper should demonstrate graduate-level writing skills.
- **References:** Your reference list must include at least six sources. You must use proper APA style to list your references. Refer to APA Style and Format (linked in Resources) as needed.
- **Number of pages:** The length of your paper should be 8–10 double-spaced pages. (Note: Page count does not include cover page or references.)
- **Formatting:** Use APA formatting, including the following: correct in-text citations, proper punctuation, double-spacing throughout, proper headings and subheadings, no skipped lines before headings and subheadings, proper paragraph and block indentation, no bolding, and no bullets.

Course Resources

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[APA Style and Format](#)

### u09d1 - Effective Counseling Services

It is important that the approaches used by addiction professionals and the addiction programs implemented are effective for the clients who will be receiving these services. Consider this research question:

- What is the effect of counseling for adolescents who report serious issues with substance abuse?
  - If you were granted permission to do this study at your agency, what steps would you take to locate participants?
  - What legal or ethical issues would you consider as you selected participants?
  - How would you address issues of informed consent and confidentiality for participants in the study?

Cite specific areas of the *NAADAC Code of Ethics* and other ethical guidelines to support your decisions.

Respond to the posts of two other learners.

Course Resources

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[Graduate Discussion Participation Scoring Guide](#)

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[Code of Ethics](#)

## Unit 10 >> Responding to Ethical and Legal Issues in Professional Practice

### Introduction

The final unit integrates the information presented throughout the course as we consider our ongoing development as ethical and responsible counseling professionals. In this unit, we will consider steps for responding to ethical complaints and methods for addressing unprofessional behavior in colleagues.

### Learning Activities

#### u10s1 - Studies

Use the Capella University Library to read the following:

- Neukrug, E. S., & Milliken, T. (2011). Counselors' perceptions of ethical behaviors. *Journal of Counseling & Development*, 89(2), 206–216.

#### **u10d1 - Ethical and Unethical Professional Behavior**

The NAADAC ethical guidelines state that addiction professionals must take steps to report the unethical behavior of their colleagues. However, there are many behaviors that some professionals consider unethical that others do not.

Neukrug & Milliken (2011) asked counselors to rate 77 behaviors as ethical or unethical and found that counselors disagreed significantly about 31 of these behaviors. Review the list of these 31 behaviors in Table 3 on page 211 of this article.

1. Select one of the behaviors from this list that you strongly believe is unethical and present your views about why you believe this behavior is unethical.
2. If you discovered one of your colleagues was engaging in this behavior, how would you deal with the situation? Describe the specific steps you would take, with reference to the NAADAC ethical guidelines and at least one additional article from a peer-reviewed journal in counseling.

Respond to the posts of two other learners.

Reference

Neukrug, E. S., & Milliken, T. (2011). Counselors' perceptions of ethical behaviors. *Journal of Counseling & Development*, 89(2), 206–216.

Course Resources

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Graduate Discussion Participation Scoring Guide

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Code of Ethics

#### **u10d2 - Professional Identity**

What has been important in this course to your own personal identity and future work as a counselor?

1. Provide three specific examples and include a reading or reference to the course text for each one.
  - How will you apply each of these areas in your work with clients during fieldwork and in the future?
2. How will you continue to develop your professional identity as an ethical counselor?
  - Provide specific examples.

Respond to the posts of two other learners.

Course Resources

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Graduate Discussion Participation Scoring Guide