

# THE READING HOSPITAL SCHOOL OF HEALTH SCIENCES CLINICAL PASTORAL EDUCATION PROGRAM POLICY NO. 55

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## **SUBJECT: Ethical Conduct Policy**

Responsibility of: CPE Program Coordinator

Originated: May, 1997

Revised: June, 2012

Reviewed: June, 2012

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### **Purpose**

The activities of the Department of Chaplaincy Services including the conduct of programs of Clinical Pastoral Education are conducted in accordance with the standards and norms for ethical conduct established by The Reading Hospital and Medical Center and the Association for Pastoral Education, Inc. All persons functioning as Chaplaincy staff are informed of the following and are expected to abide by the following Codes of Ethical Conduct:

- “The Code of Ethical Conduct” for The Reading Hospital and Medical Center.
- The ACPE Code of Ethics, ACPE Standards Section 100.
- The School of Health Sciences Conduct Policy for Students

### **Scope of Policy:**

This policy applies to those persons enrolled in programs of Clinical Pastoral Education and CPE program faculty. The Code of Ethical Behavior of The Reading Hospital and Medical Center is applicable to all personnel whether paid or volunteer who serve in the Department of Chaplaincy Services.

### **Procedure:**

*Orientation to the Policy:* Chaplaincy staff members are provided a copy of this policy and the attached Codes during the departmental orientation. This policy is reviewed and discussed at the time of distribution.

*Breaches of Ethical Conduct:* Any breach of ethical conduct is a serious matter. Depending on the nature of the misconduct a chaplaincy staff member may be counseled, temporarily removed from duty or discharged from the program. (CPE students are referred to the “Student Rights and Responsibilities” Policy.)

Breaches of ethical conduct include but are not limited to sexual misconduct, misrepresentation of one’s qualifications, violations of confidentiality, failure to honor a patient’s right to refuse the chaplains visit, plagiarism and misappropriation of department funds or supplies. (CPE students are referred to the “Complaints and Grievance” and “Student Rights and Responsibilities” policies for the procedures followed regarding breaches of conduct and appeals.)