

## CFRC-A and CFRC Code of Ethics

The ICAADA Family Recovery Coach Code of Ethics outlines basic values and principles of recovery coach practice. This Code serves as a guide for responsibility and ethical standards for ICAADA Certified Recovery Coaches. This code of ethics serves for the Certified Family Recovery Coach – Associates (CFRC-A) and Certified Family Recovery Coach (CFRC) certifications. This code of ethics serves as a guide for responsibility and ethical standards for both levels of ICAADA Certified Family Recovery Coaches. ICAADA expects those currently employed and/or trained as recovery coaches with interest, or currently pursuing certification as a Certified Family Recovery Coach, to adhere to these standards outlined below as if they currently hold a CFRC-A or CFRC certification.

Family Recovery Coaches have a responsibility to help persons in recovery achieve their personal recovery goals by promoting self-determination, personal responsibility, and the empowerment inherent in self-directed recovery. Family Recovery Coaches shall maintain high standards of personal conduct and conduct themselves in a manner that supports person-centered recovery. Family Recovery Coaches shall serve as advocates for the people they serve.

Family Recovery Coaches shall not perform services outside of the boundaries and scope of their expertise, shall be aware of the limits of their training and capabilities, and shall collaborate with other professionals to best meet the needs of the person(s) served. Family Recovery Coaches shall always preserve an objective and ethical relationship with the individual(s) served. This certification does not condone, endorse, suggest, or intend that a Recovery Coach shall serve independently. The Recovery Coach shall only work under appropriate supervision.

### A. Supervision

As a Family Recovery Coach, I will:

1. Agree to maintain a minimum of one supervision session per week (group and/or individual structure) totaling a minimum of 4 hours of documented supervision per month. I will at no time provide professional recovery support services without direct supervision. Supervision is defined as a person-centered, strength-based approach to supporting the CFRC with identification of professional strengths, areas of improvement, barriers to person-centered care, growth opportunities, and/or other items that will support the CFRC providing competent and ethical services.
2. Supervision for a Recovery Coach in a nonclinical setting may be performed by either a person holding a peer supervision certification offered by ICAADA, received recovery support supervision specific training at minimum and working towards obtaining one of the certifications/licenses outlined below, or comparable certification or one of the following licenses or certifications:
  - A. A licensed behavioral health professional currently practicing in the state of Indiana (LAC, LCAC, LBSW, LSW, LCSW, LMHC, LMFT, HSPP, or Psychiatrist)
  - B. CADAC II or higher through ICAADA
  - C. ICADC or ICAADC through IC&RC
  - D. NCAC II or MAC through NAADAC
  - E. CSPR-PR or CSPR-CL through ICAADA

3. Supervision for a Recovery Coach in a clinical setting or service may be performed by one of the following certifications. It is expected that the supervisor received recovery support supervision specific training:
  - A. A licensed behavioral health professional currently practicing in the state of Indiana (LAC, LCAC, LBSW, LSW, LCSW, LMHC, LMFT, HSPP, or Psychiatrist)
    - F. CADAC II or higher through ICAADA
    - G. ICADC or ICAADC through IC&RC
    - H. NCAC II or MAC through NAADAC
    - I. CSPR-CL through ICAADA

Note: A clinical setting or service is defined by Current Procedural Terminology (CPT).

4. Maintain regular supervision, and ongoing personal support, so I have a person with whom I can address challenging personal/professional issues, behaviors, or conditions that may negatively impact my personal life and/or my ability to practice within my professional role as a CFRC. I understand that misconduct will result in disciplinary action and may result in suspension of my certification.
5. Utilize supervision to grow my professional skills set and identify skills/behaviors that require improvement.
6. If supervision required above cannot be retained, I will contact Indiana Association of Peer Recovery Support Services (IAPRSS) to locate an available resource to meet these supervision requirements.

## B. Professional Conduct

As a Recovery Coach, I will:

1. Accurately identify my qualifications, expertise, and certifications to all whom I serve and to the public.
2. Conduct myself in accordance with the ICAADA CFRC Code of Ethics.
3. Ensure all services delivered, and professional conduct, is led by SAMHSA' Guiding Principles of Recovery: Hope, Person-Driven, Many Pathways, Holistic, Peer Support, Relational, Culture, Trauma-Informed, Strengths and Responsibilities, and Respect.
4. Make public statements or comments that are true and reflect current and accurate information. Public statements will not cause negative consequences or harm to the community, views on recovery, recovery support profession, person(s) served, and/or organizations.
5. Ensure that substances, and behaviors, do not affect, or limit, my ability to maintain my role as a role model, and mentor, of a healthy lifestyle. If my actions, behaviors, and/or choices do not reflect being a model of a healthy lifestyle, I will notify my supervisor immediately.
6. Recognize personal issues, behaviors, or conditions that may impact my performance as a CFRC and report any unethical behaviors to my supervisor and ICAADA.

7. Respect and acknowledge the professional efforts and contributions of others and do not declare or imply credit as my own. If involved in research, I shall give credit to those who contribute to the research.
8. Maintain required documentation for all client records as required by the agency through which I'm employed or the Federal requirements making certain that records are documented honestly and stored securely. Agency disposal of records policies shall be adhered to.
9. Protect the privacy and confidentiality of persons served in adherence with Federal Confidentiality, HIPAA laws, local jurisdiction and state laws and regulations. This includes electronic privacy standards (social media, texting, telephonic, video conferencing etc.). In instances where confidentiality laws do not apply, I will ensure that the person(s) served is informed when information is shared outside of my organization, confirm what information is acceptable to share, and consent has been provided.
10. Use client contact information in accordance with agency policy and applicable laws.
11. Not create my own private clinical practice.
12. Provide a current copy of the Certified Family Recovery Coach Code of Ethics to my employer and direct supervisor.
13. Not commit a criminal offense. I understand if I am charged for a criminal offense, the ICAADA Ethics Committee reserves the right, with full ICAADA board approval, to take immediate disciplinary action up to and including suspension of my certification. It is my duty to notify ICAADA immediately if I am charged with a criminal offense.
14. I will disclose directly to ICAADA, per ICAADA ethics reporting guidelines, if a known, or perceived, ethical violation has been committed by myself or person(s) who are currently certified/licensed in Indiana (regardless of certification/license), person(s) acting in a peer recovery coach/recovery coach role, has received training to become a peer recovery coach/recovery coach or are actively pursuing certification as a CPRC/CFRC/CRC.

### C. Conflict of Interest

As a Recovery Coach, I will:

1. Reveal any perceived conflict of interest immediately to my professional supervisor and remove myself from the recovery coach relationship upon recognition of an identified conflict of interest. Conflicts of interest include dual relationships such as providing services to other staff within your organization, personal relationships with the person(s) receiving services etc.
2. Disclose any existing or pre-existing professional, social, or business relationships with person(s) served. I shall determine, in consultation with my professional supervisor, whether existing or pre-existing relationships interfere with my ability to provide recovery support services person(s) served. I will follow the recommendations of my supervisor and continue to remain in consultation as needed to ensure the practice of ethical standards. If I feel that consultation from my supervisor contradicts this code of ethics, I will contact ICAADA and receive direct consultation from them or Indiana Association of Peer Recovery Support Services.

3. I will defer to the ethical dimensions that guide the Recovery Coach certification (iatrogenic, fiduciary, boundary management and multi-party vulnerability) to guide all professional service/conduct decision making processes.
4. Inform clients of the costs of services as established by the agency for which I am employed and not charge person served beyond fees established.
5. I will not provide any recovery pathway specific support to any individual I have served as a Recovery Coach, either currently or in the past.

#### **D. Coach/Client Relationship**

As a Recovery Coach, I will:

1. Clearly explain my role and responsibilities to those I serve.
2. Terminate the relationship with a person(s) served when services appear no longer be of benefit and respect the rights of the person served to terminate services at his/her request.
3. Request a change in my role as a CFRC with a person being served if the person served requests a change.
4. Not engage in sexual activities, romantic relationships, professional and/or personal relationships with persons served in my role as a CFRC, or members of the immediate family (as defined by the person(s) receiving services) of the person(s) served.
5. Set clear and appropriate boundaries with all persons served.
6. Work to identify various situations using supervision, continued education, consultation with other recovery support professionals, and other awareness opportunities to grow in opportunities to overcome potential barriers to person-centered care.
7. Provide person-centered services, continue to develop an awareness of the various communities I serve through supervision and continued education while seeking out enrichment opportunities within my community. I understand it is my responsibility to provide services that practice person-centered care and conduct myself in a manner that preserves the dignity of the individuality of the person(s) served and community.



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If at any point I recognize/I am unable to meet any of these requirements, I will immediately cease performance as a Recovery Coach and seek professional assistance. This professional assistance includes, but is not limited to, consultation with my supervisor, connection with Indiana Association of Peer Recovery Support Services (IAPRSS) for professional development/consultation and disclosure to ICAADA. I understand it is my responsibility to adhere to this code of ethics and the ethical standards that guide the recovery coach role. I will contact ICAADA if my organization, or other programs I work alongside, create/implement policies that force me to work outside of the ethical standards or scope of practice of a recovery coach.

**I hereby attest that I have read, understand, and will adhere to the ICAADA CFRC Code of Ethics, as described above; and including, a subsequent change to the code of ethics that is duly approved by the ICAADA Board of Directors at a regularly scheduled Board Meeting. It is my responsibility to remain current and comply with the code of ethics for this and other certifications awarded by ICAADA throughout the life of the certification.**

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_