

# NBCC NEWSNOTES

National Board for Certified Counselors

Volume 14, Number 3

Winter 1998

## REVISIONS TO THE NBCC CODE OF ETHICS

By Sandra I. Lopez Baez, Chair of the Ethics Committee, Board of Directors and Douglas Guilbert, Ethics Officer

The NBCC Code of Ethics represents a set of guidelines for the professional and private behavior of those who serve the public as National Certified Counselors. On October 31, 1997, the NBCC Board of Directors approved the latest revision to the NBCC Code of Ethics. The original NBCC code was approved in July 1982, with subsequent revisions in February 1987 and January 1989. These recent revisions reflect the evolution of the profession and the efforts of the Ethics Committee to address critical issues that have impacted and will continue to impact certified counselors. Major revisions and/or additions are as follows:

- The Preamble has been expanded to include the board's expectation of certificant behavior and level of professionalism as well as its desire to provide a resource for those who perceive ethical violations. Stated is the NBCC mission of promoting counseling through certification by promoting quality assurance, the value of counseling, public awareness of quality counseling practice, professional counseling, and leadership in credentialing.
- Improving professional practices is emphasized; in particular, continuing education is guided by "evidence of the best professional practices."
- Greater specificity is added regarding the responsibility of counselors to their profession and the institutions they serve. Certified counselors who are unable to reach agreement on policies that are not consistent with counselor ethical practice conducive to client growth and development have a responsibility to work through professional organizations to have

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## WHAT IS DIVERSITY?

By Bob Pate, NBCC Director

After a recent meeting of the Board of Directors of the National Board for Certified Counselors, I drove from Greensboro to my home in the Appalachian Mountains of Virginia, a region often cited for its "diverse" populations. At the board meeting, I had talked about my belief that encouraging diversity must extend to respecting the beliefs of those with whom we violently disagree, so long as such beliefs do not in any way abrogate the fundamental rights of other individuals or groups.

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## CCMHC BULLETIN BOARD

### FORMER "OCHAMPUS" IS NOW TRICARE SUPPORT OFFICE

It's official. What used to be known as "OCHAMPUS" or CHAMPUS headquarters" is now called the TRICARE Support Office (TSO). Any correspondence that would have gone to one of the offices at OCHAMPUS (such as the Benefit Services Branch or the Office of Appeals and Hearings) should now be addressed to that office at: TRICARE Support Office, Aurora, CO 80045-6900.



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## WHAT IS DIVERSITY?

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I left that meeting thinking about my notions of inclusive views of diversity. On the drive home, a rainstorm brought on a need to seek companionship from my car radio. The FM dial produced four sports shows in which the topic of conversation was a forthcoming stock car race and three country music programs. Unable to locate an NPR station (AM was not available due to the thunderstorm), I stopped for coffee only to find that I felt strangely out of place in the restaurant—I was the only visible male with a belt less than two inches wide and the only nonsmoker. When I returned to my car, I began to have guilty feelings about my disdain of these aspects of my cultural heritage, a culture most aspects of which I embrace with great pride. I spent the rest of the trip home enjoying the country music top ten and learning about the projected strategies drivers would employ at the Miller Michigan 400 Stock Car Race.

By the time I reached my home in what most would say is more sophisticated Charlottesville, I must confess that I alternated between NPR and the Michigan 400 to determine if the predicted yellow flag pit stop strategy worked. (It did not.) Given that background, I launch into this musing about diversity. If we are ever to be a society that is truly inviting to all groups and cultures, we must move past mere tolerance and grudging acceptance to seeking to learn the best of what each has to offer.

Although I, by all conventional tests, find myself rated as a liberal (whatever that means) on political matters and belong to a mainstream Protestant Christian church, I believe my search to truly become aware of multicultural issues must extend to those that have different beliefs about religion and the role of government. I must be as willing to confront those who ridicule and stereotype people who are Republican, favor the free enterprise system, oppose abortion, and believe schools should place more emphasis on basics, as I am those who use offensive humor or stereotyping of ethnic and racial groups. What I propose is not a defense of the beliefs espoused but a respect for the rights of people to hold those beliefs without considering them to be dangerous extremists (unless they want to take overt action to oppose the rights of those who have different beliefs). These thoughts are part of a long journey for me that began when my ninth grade biology teacher, Harry Denton, faced a class in a then legally segregated school with the fact that racial segregation was a moral wrong. My struggle of balancing customs, beliefs, and individual and group rights will continue; and I hope I will likewise continue to grow.

*P. S. Although I enjoyed the country music hit parade and the stock car race strategy, my wardrobe includes only three-quarter inch belts. ☐*



**NBCC's new area code is 336. Our new phone and fax numbers are:**

**Phone: 336-547-0607**

**Fax: 336-547-0017**

## REVISIONS TO THE NBCC CODE OF ETHICS

From Page 1

the unethical practice changed.

- The need for relevant training and supervision in diagnosis, assessment, and treatment in providing professional services is emphasized.
- Greater specificity and emphasis on personal behavior, misuse of influence, and intimacy with clients is added. The restriction on sexual, physical, or romantic intimacy with clients has been made more specific. The spirit of the change, while specifying a period of at least two years after terminating the relationship, continues to reflect the lack of approval of such behavior regardless of the time period.
- The counselor's responsibility to warn and protect when there is clear and imminent danger to the client or others has been modified to include taking reasonable action to inform potential victims.
- Clearer guidelines regarding client records are provided. The physical records are the property of the certified counselor or his or her employer, while the information contained in the records belongs to the client. Records may not be released to others without the consent of the client or unless and until the counselor has exhausted challenges to a court order. The new code stipulates that records should be maintained for a period of at least five years after the last client/counselor contact, including cases in which the client is deceased.
- Additional emphasis has been placed on informed consent. When counseling is initiated, and throughout the counseling process

as necessary, counselors inform clients of the purposes, goals, techniques, procedures, limitations, potential risks, and benefits of services to be performed, and clearly indicate limitations that may affect the relationship as well as any other pertinent information. Counselors take reasonable steps to ensure that clients understand the implications of any diagnosis, the intended use of tests and reports, methods of treatment and safety precautions that must be taken in their use, fees, and billing arrangements.

- Counseling over the Internet is addressed in several new items. Counselors who communicate with clients via the Internet or by electronic means such as telephone, email, etc., are governed by the newly adopted NBCC Standards for WebCounseling. Specifically, counselors must document permission to practice counseling by electronic means in all governmental jurisdictions where such counseling takes place, and must present clients with local sources of care before establishing a continued short- or long-term relationship.
- The confidential nature of the counseling relationship in the group setting has been given additional attention. Counselors must clearly define confidentiality and the parameters for it within the group. Counselors are responsible for explaining and discussing the importance of confidentiality as well as understanding the difficulties related to it in group settings. They must inform the group that confidentiality cannot be guaranteed, as confidentiality in

group is contingent upon its members.

### SOME RECOMMENDATIONS

#### 1. Fully understand the ethical codes that govern your practices.

NBCC certificants should ensure that they are familiar with the NBCC code, and with other codes when they are governed by more than one code. It is important to emphasize that although different ethical codes have some similarities, there are also substantial differences. There are differences in the codes of ethics of the American Counseling Association (ACA, a membership organization), state licensing boards (which regulate the practice in a given state), and NBCC (a credentialing body). Individuals who are members of ACA, certified by NBCC, and who are licensed in their state must be familiar with all three ethical codes. It is not wise to assume that the codes are identical.

The differences in the codes reflect the experiences as well as the goals of the governing organizations. Hence, while a given complaint may be dismissed by one organization, the same complaint can result in sanctions by another one. Many times an individual will file a complaint with ACA, the state regulatory agency, and NBCC simultaneously. If this occurs, each organization may elect to independently investigate the same complaint. NBCC, for example, will fully investigate a complaint even if ACA and a state regulatory body have dismissed it. Given the differences and the importance of adhering to codes, certificants are encouraged to carefully read and understand them.

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## REVISIONS TO THE NBCC CODE OF ETHICS

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derstand the codes of ethics which govern their professional activities.

### 2. Understand the statements to which you have attested and agreed.

Carefully read the ethics attestation and certification agreement each time you receive it. Because ongoing experience dictates that changes be made to both, what you agreed to in your application may be different from what you are agreeing to in your annual certification renewal. Also, if you feel that the ethics attestations or certification agreements are ambiguous or if you have other comments that would be of help to us in either clarifying or streamlining them, we welcome your suggestions.

Upon application and with every certification renewal, each National Certified Counselor (NCC) or applicant agrees, either by signature, submittal, and/or payment, to conduct himself in accordance with NBCC certification and recertification policies and requirements. This includes the NBCC Code of Ethics and NBCC policies in their current or amended forms. With regard to ethics, all NCCs or applicants also attest that they have or will report to NBCC, within 60 days, any legal or professional/occupational proceedings involving, but not limited to, criminal charges, lesser offenses, credentialing, malpractice, disciplinary, ethics, or similar matters, including all complaints relating to their counseling activities.

At the heart of the NBCC ethics process is the self-disclosure of matters relating to our professional

and personal behavior. NBCC does not investigate its certificants unless made aware of behavior which may breach the NBCC Code of Ethics by its certificants or a third party. Accordingly, in addition to its dependence on third party reports, the ethics process depends on NBCC certificants self-disclosing both criminal or occupational matters as delineated above. Be aware that because of the importance of such disclosure, failure to do so has resulted in the suspension or revocation of a number of NCCs' credentials.

**PLEASE SEE THE COUNSELOR  
RESOURCE PULLOUT  
SECTION FOR YOUR COPY  
OF THE REVISED  
NBCC CODE OF ETHICS.**

### 3. Be aware of your rights and responsibilities should you be the subject of a complaint.

□ NBCC Ethics Case Procedures are designed to operate without the assistance of attorneys. Any party, of course, may be represented by an attorney with respect to ethics proceedings and procedures. However, if a party has retained an attorney, that attorney may be directed to communicate with NBCC through the NBCC General Counsel. The parties are, therefore, encouraged to communicate directly with NBCC. The ethics procedures are not legal proceedings, so many legal rules and practices are not observed. These procedures are, however, the only ways to resolve all ethics charges and complaints.

□ Give your full cooperation to the investigation officer who is in charge of your case. Remember that an investigation is made to determine the merits of the complaint and to resolve the matter in a fair and impartial manner. Be assured that you will be given ample opportunity to read, to respond to the complaint and other relevant correspondence, and to have a hearing.

□ When you receive the complaint, start a narrative of your recollection of the case. This will help your memory of the particulars of the case that can be supplemented by actual client record information.

□ Read all correspondence carefully. The Ethics Case Procedures specify certain turnaround times for responses to various orders. If, for any reason, you feel unable to respond to an order in the time allotted, request an extension in writing.

□ Understand your rights and the process. Read the Case Procedures carefully; a copy will be sent with the complaint. If you have questions, do not hesitate to call the Ethics Officer.

The revisions to the Code of Ethics represent the efforts of the Ethics Committee and the Board of Directors to keep the Code of Ethics relevant to the counseling profession. Any comments or questions regarding these revisions are welcome. □

## RECERTIFICATION NEWS

### NCCS WITH A DECEMBER 31, 1997 EXPIRATION DATE

If your expiration date is December 31, 1997 (please check this before you call) and you have not yet turned in your blue recertification form and any documentation that is required, please do so before June 30, 1997 in order to maintain your certification. After that date, reinstatement of your credentials will require a \$50 reinstatement fee plus a mandatory audit of your continuing education.

### NCCS WITH A JUNE 30, 1998 EXPIRATION DATE

If your expiration date is June 30, 1998 (please check before you call), you will be receiving your yellow recertification form in the mail in late May. Please watch for it and let us know if you do not receive yours. Make sure to inform NBCC if you move to a new address. □

## NBCC FAX INFORMATION LINE MENU

To receive information from the NBCC Fax Information Line, call 1-800-324-NBCC (6222).

### 1001 Menu of Publications

#### General Information

- 1002 Code of Ethics
- 1003 Consumer Rights and Responsibilities
- 1004 "Dedicated to Helping you—What is a National Certified Counselor?"
- 1005 Order Form—Plaque, pins, NBCC Code of Ethics

#### Certification

- 2001 Certification Information and Application Request Form
  - 2002 CACREP Programs List
  - 2003 State Licensure List
- #### Testing
- 3001 National Test Dates and Sites
  - 3002 Preparation Guide Order Form—National Counselor Examination (NCE) for Licensure and Certification
  - 3003 Preparation Guide Order Form—National Clinical Mental Health Counseling Examination (NCMHCE)
  - 3004 NCMHCE Additional Information for Examinees

#### Continuing Education

- 4001 Approved Home Study Programs

#### NBCC Approved Providers

- 4002 **Region 1**—Connecticut, Maine, New Jersey, New York, Vermont, Delaware, Massachusetts, New Hampshire, Rhode Island
- 4003 **Region 2**—District of Columbia, Florida, Georgia, Maryland, North Carolina, Pennsylvania, South Carolina, Virginia
- 4004 **Region 3**—Alabama, Arkansas, Kentucky, Louisiana, Mississippi, Tennessee, West Virginia
- 4005 **Region 4**—Illinois, Indiana, Iowa, Michigan, Minnesota, Missouri, Nebraska, Ohio, Wisconsin

- 4006 **Region 5**—Colorado, Idaho, Kansas, Montana, Nevada, North Dakota, South Dakota, Utah, Wyoming
- 4007 **Region 6**—Alaska, Arizona, California, Hawaii, New Mexico, Oklahoma, Oregon, Texas, Washington
- 4008 **Region 7**—Canada, Puerto Rico, United Kingdom, U.S. Virgin Islands

#### Continuing Education Update

- 5001 **New England**—Maine, Rhode Island, New Hampshire, Massachusetts, Vermont
- 5002 **Northeast**—New York, Connecticut
- 5003 **Eastern Seaboard**—New Jersey, Delaware, Maryland
- 5004 **Mid-Atlantic**—Virginia, Pennsylvania, Washington DC
- 5005 **Southeast**—North Carolina, South Carolina, Georgia, Florida
- 5006 **South**—Kentucky, Tennessee, West Virginia, Arkansas
- 5007 **Deep South**—Mississippi, Louisiana, Alabama
- 5008 **Great Lakes**—Ohio, Michigan, Minnesota, Illinois, Indiana, Wisconsin
- 5009 **Midwest**—Missouri, Kansas, Nebraska, Iowa
- 5010 **West**—Colorado, Nevada, Utah, South Dakota, North Dakota, Idaho, Montana, Wyoming
- 5011 **Southwest**—Oklahoma, Texas, New Mexico, Arizona
- 5012 **Pacific**—Washington, Oregon, California, Alaska, Hawaii
- 5013 **Non-U.S.**—Puerto Rico, Canada, U.S. Virgin Islands

#### Board Nominations

- 6001 Board Nomination Application

## NATIONAL FORUM ON COUNSELING VIA THE INTERNET

As this newsletter is going to press, NBCC and the Center for Credentialing and Education (CCE) will be hosting a bilateral (U.S. and Canada) forum to explore existing and needed policy concerning counseling via the Internet.

Bernard Ascher, director of Service Industry Affairs in the Office of the U.S. Trade Representative, an agency within the Executive Office of the President, will present opening remarks at the forum. He will focus on free trade and the opening of doors as global trading increases services. These services, both regulated and unregulated, will be crossing nations' borders, which suggests that many of the complicated licensure and international regulations will come into play.

Reservations to the forum in addition to NBCC and CCE include representatives from: Office of the U.S. Trade Representative, American Counseling Association, National Association of Social Workers, Substance Abuse and Mental Health Services Administration, International Association of Psychosocial Rehabilitation Services, National Association of School Psychologists, Commission on Rehabilitation Counselor Certification, National Association of Alcoholism & Drug Abuse Counselors, American Psychiatric Association, Canadian Psychological Association, North American Association of Masters in Psychology, Canadian Association of Social Workers, ERIC/CASS, and The Canadian Guidance & Counseling Association.

A full report from the forum will be included in the next issue of *NewsNotes*. □

# VALENTINE KUDOS

By Virginia Villarreal Mann, NBCC Board Member

Isn't it interesting how, when something is working well, we come to take it for granted? Like a well-oiled machine or a fine-tuned car, we come to expect dependability and reliability. We sit back with confidence and peace of mind.

On the other hand, when things are not going well, we are burdened by worry and the dilemma of spending our time and energies on repairing, revamping, or replacing

that which is unreliable, unessential, or unproductive.

NBCC is fortunate to have a staff that makes the running of a corporation "look easy." With more than 28,000 nationally certified counselors to serve, NBCC's staff of 27 full-time employees fields questions on the phone, sends correspondence, and answers email messages that number in the thousands each week. Add to that

the hundreds of inquiries about certification from prospective certificants, questions from professional organizations, requests to be providers, (not to mention nervous test takers needing a few words of encouragement) and we can begin to appreciate the professionalism and dedication of these special people.

NBCC is fortunate to have all the ingredients necessary for success:

- ❑ Strong leadership that combines business sense with innovation thus keeping NBCC in the forefront of counseling.
- ❑ Competent staff members in its administrative, public affairs, testing, certification, and recertification departments.
- ❑ A Board of Directors that works together as a unit and always considers what is best for the counseling profession when making decisions.
- ❑ The trust and satisfaction of its certificants nationally and internationally.
- ❑ A reputation for being a leader and expert in the counseling profession.

To Anne, Barbara, Dana, DD, Doug, Elaine, Ilene, Ivy, Jim, JoeAnn, Kathy, Lori, Martha, Mary, Miriam, Natasha, Pam, Patty, Rita, Shawn, Sue, Susan, Tom, Ursula, and Wanda—to *all* of you who work countless hours at the NBCC office—a special heartfelt THANK YOU! Know that you are appreciated, and that what you do does not go unnoticed. ❑

## STATE LICENSURE/CERTIFICATION UPDATE

The following information is updated from the Fall 1997 NewsNotes listings:

### ARKANSAS

Ann K. Thomas, Executive Director  
Arkansas Board of Examiners in  
Counseling  
Southern Arkansas University  
SAU Box 9396  
Magnolia, AR 71753-5000  
Alternate Phone: (870) 235-5536  
Fax: (870) 234-1842

### CALIFORNIA

Please note that the California Registry of Career Counselors is a voluntary registry for career counselors in that state. The only state credential counselors may apply for is the Marriage and Family Therapist. NCCs and LPCs moving to California can contact that board at:

Marriage and Family Therapists  
Board of Behavioral Science Examiners  
1021 O Street  
Sacramento, CA 95814  
Phone: (916) 445-4933

### FLORIDA

Kim Finch-Kareem, Administrator  
Department of Health Division of  
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1940 North Monroe Street, Suite 60  
Tallahassee, FL 32399-0753  
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### KANSAS

#### CERTIFICATION PASSED 1987 LICENSURE LAW PASSED 1996

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**March 5-6, 1998**

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For conference information,  
 contact: The Citizen  
 Advocacy Center, 1424 16<sup>th</sup>  
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 Washington, DC 20036;  
 telephone 202-462-1174; fax  
 202-265-6564.

NBCC is a cooperating  
 co-sponsor for this event.

# NATIONAL BOARD FOR CERTIFIED COUNSELORS

## CODE OF ETHICS

### PREAMBLE

The National Board for Certified Counselors (NBCC) is a professional certification board which certifies counselors as having met standards for the general and specialty practice of professional counseling established by the Board. The counselors certified by NBCC may identify with different professional associations and are often licensed by jurisdictions which promulgate codes of ethics. The NBCC code of ethics provides a minimal ethical standard for the professional behavior of all NBCC certificants. This code provides an expectation of and assurance for the ethical practice for all who use the professional services of an NBCC certificant. In addition, it serves the purpose of having an enforceable standard for all NBCC certificants and assures those served of some resource in case of a perceived ethical violation.

The NBCC Ethical Code applies to all those certified by NBCC regardless of any other professional affiliation. Persons who receive professional services from certified counselors may elect to use other ethical codes which apply to their counselor. Although NBCC cooperates with professional associations and credentialing organizations, it can bring actions to discipline or sanction NBCC certificants only if the provisions of the NBCC Code are found to have been violated.

The National Board for Certified Counselors, Inc. (NBCC) promotes counseling through certification. In pursuit of this mission, the NBCC:

- Promotes quality assurance in counseling practice
- Promotes the value of counseling
- Promotes public awareness of quality counseling practice
- Promotes professionalism in counseling
- Promotes leadership in credentialing

### SECTION A: GENERAL

1. Certified counselors engage in continuous efforts to improve professional practices, services, and research. Certified counselors are guided in their work by evidence of the best professional practices.

2. Certified counselors have a responsibility to the clients they serve and to the institutions within which the services are performed. Certified counselors also strive to assist the respective agency, organization, or institution in providing competent and ethical professional services. The acceptance of employment in an institution implies that the certified counselor is in agreement with the general policies and principles of the institution. Therefore, the professional activities of the certified counselor are in accord with the objectives of the institution. If the certified counselor and the employer do not agree and cannot reach agreement on policies that are consistent with appropriate counselor ethical practice that is conducive to client growth and development, the employment should be terminated. If the situation warrants further action, the certified counselor should work through professional organizations to have the unethical practice changed.

3. Ethical behavior among professional associates (i.e., both certified and non-certified counselors) must be expected at all times. When a certified counselor has doubts as to the ethical behavior of professional colleagues, the certified counselor must take action to attempt to rectify this condition. Such action uses the respective institution's channels first and then uses procedures established by the NBCC or the perceived violator's profession.

4. Certified counselors must refuse remuneration for consultation or counseling with persons who are entitled to these services through the certified counselor's employing institution or agency. Certified counselors must not divert to their private practices, without the mutual consent of the institution and the client, legitimate clients in their primary agencies or the institutions with which they are affiliated.

5. In establishing fees for professional counseling services, certified counselors must consider the financial status of clients. In the event that the established fee status is inappropriate for a client, assistance must be provided in finding comparable services at acceptable cost.

6. Certified counselors offer only professional services for which they are trained or have supervised experience. No diagnosis, assessment, or treatment should be performed without prior training or supervision. Certified counselors are responsible for correcting any misrepresentations of their qualifications by others.

7. Certified counselors recognize their limitations and provide services or use techniques for which they are qualified by training and/or supervision. Certified counselors recognize the need for and seek continuing education to assure competent services.

8. Certified counselors are aware of the intimacy in the counseling relationship and maintain respect for the client. Counselors must not engage in activities that seek to meet their personal or professional needs at the expense of the client.

9. Certified counselors must insure that they do not engage in personal, social, organizational, financial, or political activities which might lead to a misuse of their influence.

10. Sexual intimacy with clients is unethical. Certified counselors will not be sexually, physically, or romantically intimate with clients, and they will not engage in sexual, physical, or romantic intimacy with clients within a minimum of two years after terminating the counseling relationship.

11. Certified counselors do not condone or engage in sexual harassment, which is defined as unwelcome comments, gestures, or physical contact of a sexual nature.

12. Through an awareness of the impact of stereotyping and unwarranted discrimination (e.g., biases based on age, disability, ethnicity, gender, race, religion, or sexual orientation), certified counselors guard the individual rights and personal dignity of the client in the counseling relationship.

13. Certified counselors are accountable at all times for their behavior. They must be aware that all actions and behaviors of the counselor reflect on professional integrity and, when inappropriate, can damage the public trust in the counseling profession. To protect public confidence in the counseling profession, certified counselors avoid behavior that is clearly in violation of accepted moral and legal standards.

14. Products or services provided by certified counselors by means of classroom instruction, public lectures, demonstrations, written articles, radio or television programs or other types of media must meet the criteria cited in this code.

15. Certified counselors have an obligation to withdraw from the practice of counseling if they violate the Code of Ethics, or if the mental or physical condition of the certified counselor renders it unlikely that a professional relationship will be maintained.

### SECTION B: COUNSELING RELATIONSHIP

1. The primary obligation of certified counselors is to respect the integrity and promote the welfare of clients, whether they are



# NATIONAL BOARD FOR CERTIFIED COUNSELORS

## CODE OF ETHICS

assisted individually, in family units, or in group counseling. In a group setting, the certified counselor is also responsible for taking reasonable precautions to protect individuals from physical and/or psychological trauma resulting from interaction within the group.

2. Certified counselors know and take into account the traditions and practices of other professional disciplines with whom they work and cooperate fully with such. If a person is receiving similar services from another professional, certified counselors do not offer their own services directly to such a person. If a certified counselor is contacted by a person who is already receiving similar services from another professional, the certified counselor carefully considers that professional relationship as well as the client's welfare and proceeds with caution and sensitivity to the therapeutic issues. When certified counselors learn that their clients are in a professional relationship with another counselor or mental health professional, they request release from the clients to inform the other counselor or mental health professional of their relationship with the client and strive to establish positive and collaborative professional relationships that are in the best interest of the client. Certified counselors discuss these issues with clients and the counselor or professional so as to minimize the risk of confusion and conflict and encourage clients to inform other professionals of the new professional relationship.

3. Certified counselors may choose to consult with any other professionally competent person about a client and must notify clients of this right. Certified counselors avoid placing a consultant in a conflict-of-interest situation that would preclude the consultant serving as a proper party to the efforts of the certified counselor to help the client.

4. When a client's condition indicates that there is a clear and imminent danger to the client or others, the certified counselor must take reasonable action to inform potential victims and/or inform responsible authorities. Consultation with other professionals must be used when possible. The assumption of responsibility for the client's behavior must be taken only after careful deliberation, and the client must be involved in the resumption of responsibility as quickly as possible.

5. Records of the counseling relationship, including interview notes, test data, correspondence, audio or visual tape recordings, electronic data storage, and other documents are to be considered professional information for use in counseling. Records should contain accurate factual data. The physical records are property of the certified counselors or their employers. The information contained in the records belongs to the client and therefore may not be released to others without the consent of the client or when the counselor has exhausted challenges to a court order. The certified counselors are responsible to insure that their employees handle confidential information appropriately. Confidentiality must be maintained during the storage and disposition of records. Records should be maintained for a period of at least five (5) years after the last counselor/client contact, including cases in which the client is deceased. All records must be released to the client upon request.

6. Certified counselors must ensure that data maintained in electronic storage are secure. By using the best computer security methods available, the data must be limited to information that is appropriate and necessary for the services being provided and accessible only to appropriate staff members involved in the provision of services. Certified counselors must also ensure that the electronically stored data are destroyed when the information is no longer of value in providing services or required as part of clients' records.

7. Any data derived from a client relationship and used in training or research shall be so disguised that the informed client's identity is fully protected. Any data which cannot be so disguised may be used only as expressly authorized by the client's informed and uncoerced consent.

8. When counseling is initiated, and throughout the counseling process as necessary, counselors inform clients of the purposes, goals, techniques, procedures, limitations, potential risks and benefits of services to be performed, and clearly indicate limitations that may affect the relationship as well as any other pertinent information. Counselors take reasonable steps to ensure that clients understand the implications of any diagnosis, the intended use of tests and reports, methods of treatment and safety precautions that must be taken in their use, fees, and billing arrangements.

9. Certified counselors who have an administrative, supervisory and/or evaluative relationship with individuals seeking counseling services must not serve as the counselor and should refer the individuals to other professionals. Exceptions are made only in instances where an individual's situation warrants counseling intervention and another alternative is unavailable. Dual relationships that might impair the certified counselor's objectivity and professional judgment must be avoided and/or the counseling relationship terminated through referral to a competent professional.

10. When certified counselors determine an inability to be of professional assistance to a potential or existing client, they must, respectively, not initiate the counseling relationship or immediately terminate the relationship. In either event, the certified counselor must suggest appropriate alternatives. Certified counselors must be knowledgeable about referral resources so that a satisfactory referral can be initiated. In the event that the client declines a suggested referral, the certified counselor is not obligated to continue the relationship.

11. When certified counselors are engaged in intensive, short-term counseling, they must ensure that professional assistance is available at normal costs to clients during and following the short-term counseling.

12. Counselors using electronic means in which counselor and client are not in immediate proximity must present clients with local sources of care before establishing a continued short or long-term relationship. Counselors who communicate with clients via Internet are governed by NBCC standards for Web Counseling.

13. Counselors must document permission to practice counseling by electronic means in all governmental jurisdictions where such counseling takes place.

14. When electronic data and systems are used as a component of counseling services, certified counselors must ensure that the computer application, and any information it contains, is appropriate for the respective needs of clients and is nondiscriminatory. Certified counselors must ensure that they themselves have acquired a facilitation level of knowledge with any system they use including hands-on application, and understanding of the uses of all aspects of the computer-based system. In selecting and/or maintaining computer-based systems that contain career information, counselors must ensure that the system provides current, accurate, and locally relevant information. Certified counselors must also ensure that clients are intellectually, emotionally, and physically compatible with computer applications and understand their purpose and operation. Client use of a computer application must be evaluated to correct possible problems and assess subsequent needs.

# NATIONAL BOARD FOR CERTIFIED COUNSELORS

## CODE OF ETHICS

15. Certified counselors who develop self-help/stand-alone computer software for use by the general public, must first ensure that it is designed to function in a stand-alone manner that is appropriate and safe for all clients for which it is intended. A manual is required. The manual must provide the user with intended outcomes, suggestions for using the software, descriptions of inappropriately used applications, and descriptions of when and how other forms of counseling services might be beneficial. Finally, the manual must include the qualifications of the developer, the development process, validation date, and operating procedures.

16. The counseling relationship and information resulting from it remains confidential, consistent with the legal and ethical obligations of certified counselors. In group counseling, counselors clearly define confidentiality and the parameters for the specific group being entered, explain the importance of confidentiality, and discuss the difficulties related to confidentiality involved in group work. The fact that confidentiality cannot be guaranteed is clearly communicated to group members. However, counselors should give assurance about their professional responsibility to keep all group communications confidential.

17. Certified counselors must screen prospective group counseling participants to ensure compatibility with group objectives. This is especially important when the emphasis is on self-understanding and growth through self-disclosure. Certified counselors must maintain an awareness of the welfare of each participant throughout the group process.

### SECTION C: MEASUREMENT & EVALUATION

1. Because many types of assessment techniques exist, certified counselors must recognize the limits of their competence and perform only those assessment functions for which they have received appropriate training or supervision.

2. Certified counselors who utilize assessment instruments to assist them with diagnoses must have appropriate training and skills in educational and psychological measurement, validation criteria, test research, and guidelines for test development and use.

3. Certified counselors must provide instrument specific orientation or information to an examinee prior to and following the administration of assessment instruments or techniques so that the results may be placed in proper perspective with other relevant factors. The purpose of testing and the explicit use of the results must be made known to an examinee prior to testing.

4. In selecting assessment instruments or techniques for use in a given situation or with a particular client, certified counselors must carefully evaluate the specific theoretical bases and characteristics, validity, reliability and appropriateness of the instrument.

5. When making statements to the public about assessment instruments or techniques, certified counselors must provide accurate information and avoid false claims or misconceptions concerning the meaning of the instrument's reliability and validity terms.

6. Counselors must follow all directions and researched procedures for selection, administration and interpretation of all evaluation instruments and use them only within proper contexts.

7. Certified counselors must be cautious when interpreting the results of instruments that possess insufficient technical data, and must explicitly state to examinees the specific limitations and purposes for the use of such instruments.

8. Certified counselors must proceed with caution when attempting to evaluate and interpret performances of any person who cannot be appropriately compared to the norms for the instrument.

9. Because prior coaching or dissemination of test materials can invalidate test results, certified counselors are professionally obligated to maintain test security.

10. Certified counselors must consider psychometric limitations when selecting and using an instrument, and must be cognizant of the limitations when interpreting the results. When tests are used to classify clients, certified counselors must ensure that periodic review and/or retesting are made to prevent client stereotyping.

11. An examinee's welfare, explicit prior understanding, and consent are the factors used when determining who receives the test results. Certified counselors must ensure that appropriate interpretation accompanies any release of individual or group test data (e.g., limitations of instrument and norms).

12. Certified counselors must ensure that computer-generated test administration and scoring programs function properly thereby providing clients with accurate test results.

13. Certified counselors who develop computer-based test interpretations to support the assessment process must ensure that the validity of the interpretations is established prior to the commercial distribution of the computer application.

14. Certified counselors recognize that test results may become obsolete, and avoid the misuse of obsolete data.

15. Certified counselors must not appropriate, reproduce, or modify published tests or parts thereof without acknowledgment and permission from the publisher, except as permitted by the fair educational use provisions of the U.S. copyright law.

### SECTION D: RESEARCH & PUBLICATION

1. Certified counselors will adhere to applicable legal and professional guidelines on research with human subjects.

2. In planning research activities involving human subjects, certified counselors must be aware of and responsive to all pertinent ethical principles and ensure that the research problem, design, and execution are in full compliance with any pertinent institutional or governmental regulations.

3. The ultimate responsibility for ethical research lies with the principal researcher, although others involved in the research activities are ethically obligated and responsible for their own actions.

4. Certified counselors who conduct research with human subjects are responsible for the welfare of the subjects throughout the experiment and must take all reasonable precautions to avoid causing injurious psychological, physical, or social effects on their subjects.

5. Certified counselors who conduct research must abide by the basic elements of informed consent:

- a. fair explanation of the procedures to be followed, including an identification of those which are experimental
- b. description of the attendant discomforts and risks
- c. description of the benefits to be expected
- d. disclosure of appropriate alternative procedures that would be advantageous for subjects with an offer to answer any inquiries concerning the procedures
- e. an instruction that subjects are free to withdraw their consent and to discontinue participation in the project or activity at any time

6. When reporting research results, explicit mention must be made of all the variables and conditions known to the investigator that may have affected the outcome of the study or the interpretation of the data.

# NATIONAL BOARD FOR CERTIFIED COUNSELORS

## CODE OF ETHICS

7. Certified counselors who conduct and report research investigations must do so in a manner that minimizes the possibility that the results will be misleading.

8. Certified counselors are obligated to make available sufficient original research data to qualified others who may wish to replicate the study.

9. Certified counselors who supply data, aid in the research of another person, report research results, or make original data available, must take due care to disguise the identity of respective subjects in the absence of specific authorization from the subjects to do otherwise.

10. When conducting and reporting research, certified counselors must be familiar with and give recognition to previous work on the topic, must observe all copyright laws, and must follow the principles of giving full credit to those to whom credit is due.

11. Certified counselors must give due credit through joint authorship, acknowledgment, footnote statements, or other appropriate means to those who have contributed to the research and/or publication, in accordance with such contributions.

12. Certified counselors should communicate to other counselors the results of any research judged to be of professional value. Results that reflect unfavorably on institutions, programs, services, or vested interests must not be withheld.

13. Certified counselors who agree to cooperate with another individual in research and/or publication incur an obligation to cooperate as promised in terms of punctuality of performance and with full regard to the completeness and accuracy of the information required.

14. Certified counselors must not submit the same manuscript, or one essentially similar in content, for simultaneous publication consideration by two or more journals. In addition, manuscripts that have been published in whole or substantial part should not be submitted for additional publication without acknowledgment and permission from any previous publisher.

### SECTION E: CONSULTING

Consultation refers to a voluntary relationship between a professional helper and a help-needing individual, group, or social unit in which the consultant is providing help to the client(s) in defining and solving a work-related problem or potential work-related problem with a client or client system.

1. Certified counselors, acting as consultants, must have a high degree of self awareness of their own values, knowledge, skills, limitations, and needs in entering a helping relationship that involves human and/or organizational change. The focus of the consulting relationship must be on the issues to be resolved and not on the person(s) presenting the problem.

2. In the consulting relationship, the certified counselor and client must understand and agree upon the problem definition, subsequent goals, and predicted consequences of interventions selected.

3. Certified counselors acting as consultants must be reasonably certain that they, or the organization represented, have the necessary competencies and resources for giving the kind of help that is needed or that may develop later, and that appropriate referral resources are available.

4. Certified counselors in a consulting relationship must encourage and cultivate client adaptability and growth toward self-direction. Certified counselors must maintain this role consistently and not become a decision maker for clients or create a future dependency on the consultant.

### SECTION F: PRIVATE PRACTICE

1. In advertising services as a private practitioner, certified counselors must advertise in a manner that accurately informs the public of the professional services, expertise, and techniques of counseling available.

2. Certified counselors who assume an executive leadership role in a private practice organization do not permit their names to be used in professional notices during periods of time when they are not actively engaged in the private practice of counseling unless their executive roles are clearly stated.

3. Certified counselors must make available their highest degree (described by discipline), type and level of certification and/or license, address, telephone number, office hours, type and/or description of services, and other relevant information. Listed information must not contain false, inaccurate, misleading, partial, out-of-context, or otherwise deceptive material or statements.

4. Certified counselors who are involved in a partnership/corporation with other certified counselors and/or other professionals, must clearly specify all relevant specialties of each member of the partnership or corporation.

### APPENDIX: CERTIFICATION EXAMINATION

*Applicants for the NBCC Certification Examinations must have fulfilled all current eligibility requirements, and are responsible for the accuracy and validity of all information and/or materials provided by themselves or by others for fulfillment of eligibility criteria.*

*Approved October 1997*

### ACKNOWLEDGMENT

*Reference documents, statements, and sources for the development of the NBCC Code of Ethics were as follows: The Ethical Standards of the American Counseling Association, Responsible Uses for Standardized Testing (AAC), codes of ethics for the American Psychological Association and the National Career Development Association, Handbook of Standards for Computer-Based Career Information Systems (ACSCI) and Guidelines for the Use of Computer Based Career Information and Guidance Systems (ACSCI).*

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Greensboro, NC 27403-3660  
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Boston, MA	Feb. 28 & Mar. 1	Britt
*Woodbridge, NJ	Mar. 8 & 9	Bender/Diepold
New York, NY	Mar. 14 & 15	Britt
Cincinnati, OH	March 28 & 29	Diepold
Cherry Hill, NJ	April 18 & 19	Diepold
Long Island, NY	April 25 & 26	Bender
Asheville, NC	April 25 & 26	Britt
Washington, DC	May 2 & 3	Bender
Chicago, IL	June 27 & 28	Diepold

#### LEVEL 2

New York, NY	May 2 & 3	Britt
Washington, DC	May 16 & 17	Nicosia
Cincinnati, OH	May 30 & 31	Britt
Boston, MA	May 30 & 31	Diepold
*Woodbridge, NJ	June 14 & 15	Britt/Diepold

\*Special Sunday-Monday sessions for those unable to attend Saturday presentations.

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Chicago, IL	Feb. 28 & March 1	Nicosia
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Denver, CO	March 28 & 29	Nicosia
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## CCMHC ACADEMY OFFERS SEVERAL ALTERNATIVES TO THE TAPE REVIEW

Due to modifications in the CCMHC application process, candidates who now apply for this specialty certification have several options under which they can proceed with the taped clinical session. All applicants must pass the National Clinical Mental Health Counseling Examination (NCMHCE) before these options are available:

1. Applicants within a one-year graduation from a CACREP-accredited **mental health counseling program** or in their final semester of a CACREP-accredited **mental health counseling program** will not be required to submit a tape and upon passing the

NCMHCE will be granted status as a "Board Eligible CCMHC." These individuals will receive full CCMHC status upon verification of two years of postgraduate full-time work in a clinical mental health counseling setting.

2. Applicants who have completed all other requirements for the CCMHC (education, supervised experience, and a passing score on the NCMHCE) will submit a tape of a counseling session with an individual, couple, family, or group. This will be evaluated using NBCC's tape review evaluation sheet. Applicants who pass the tape review process will satisfy the competency

demonstration requirements and will receive status as a CCMHC upon satisfactory completion of all other certification requirements. Applicants who do not pass the tape review process may submit another tape for review or obtain additional supervision from a CCMHC.

3. Applicants who have completed all other requirements for the CCMHC (education, supervised experience, and a passing score on the NCMHCE) can opt to enter the supervision process directly and bypass the taped clinical session. These individuals will be required to receive monthly one-hour individual/face-to-face supervision from a CCMHC for a two-year period. Upon completion of the prescribed period of supervision and the receipt of an NBCC affidavit form signed by the CCMHC supervisor attesting to the competencies of the applicant in the following areas—Evaluation and Assessment, Diagnosis and Treatment Planning, and Counseling Practice—the applicant will receive full status as a CCMHC. □

### NCC NETWORK

**Frank Colasonti, Jr.**, NCC, of Birmingham, MI, has co-authored a comprehensive report with suggested programs and resources designed to prevent at-risk behaviors and addressing the needs of gay, lesbian, and bisexual youth. "Bruised Bodies, Bruised Spirits" is a wonderful resource for school counselors and others who work with young people. This guide is divided into the specific areas of protective policies and practices, school support services, positive adult role models, and curriculum diversity. It provides concrete recommendations in each area, offers policy examples, lists available resources, and furnishes an assessment checklist. Cost of the report is \$10. To order: contact GLSTN-Detroit, P.O. Box 893, Birmingham, MI 48012; telephone 248-646-8784.

**Charlotte Higgins-Lee**, Ph.D., NCC, of Eugene, OR, has published a new book, *Surviving Breast Cancer*. Higgins-Lee calls upon her background as a counselor and a breast cancer survivor to develop a narrative self-help book that contains scientific data regarding surgery, chemotherapy, radiation, and methods of coping with the accompanying stress. Women and their family members can benefit from this book, as well as professional counselors needing insight into the process of helping women through the ordeal of breast cancer. For additional information, contact: Dorrance Publishing, 1-800-788-7654.

**Ruth Koch**, NCC, of Ann Arbor, MI, has published her latest book *Grace Notes*. In *Grace Notes*, Ruth addresses the emotional and spiritual needs of women in the church, in particular women who are church professionals or married to professionals. □

### DISCIPLINARY ACTIONS

*The following NCCs were adjudicated by the NBCC Ethics Hearing Committee for violating the NBCC Code of Ethics. Sanctions are listed after each name.*

**Winfred Kessler**, #15488, Probation

**Mary Leighton**, #9392, Rescinded

**Luther McManus, Jr.**, #15505,  
Suspended

**Larry Premer**, #26032, Probation

**Ray William Smith**, #17772, Probation

**Name Correction from Fall 1997**

**Wendy Boorn**, #21535, Probation

# TOGETHER WE CERTIFY: TIPS FOR QUICKER AND EASIER PROCESSING OF YOUR APPLICATION

By Tom Dodson, M.Ed., NCC, NCSC

Question: Approximately how many total phone call inquiries were handled by the NBCC Certification Department during the month of November?

- A. 650
- B. 175
- C. 1030
- D. 585

If you answered C, you are correct. 1030!

The Certification Department at the National Board for Certified Counselors is a busy place where every attempt is made to efficiently service each inquiry related to processing applications for the following credentials: National Certified

**DURING 1995, THE NUMBER OF APPLICATIONS FOR CERTIFICATION QUADRUPLED, AND IN 1997, THE RATE OF COMMUNICATIONS CONTINUED TO RISE.**

Counselor (NCC), Certified Clinical Mental Health Counselor (CCMHC), Master Addictions Counselor (MAC), National Certified School Counselor (NCSC), National Certified Gerontological Counselor (NCGC), and National Certified Career Counselor (NCCC).

During 1995, the number of applications for certification qua-

A Sample of Questions	
General certification/application questions	325
Status of application?	295
Application/Documentation received?	185
Exam related questions	130
Further questions by applicant after receiving departmental correspondence	95
Approximately 70% of the calls are incoming.	
Approximately 30% of the calls are outgoing.	

drupled, and in 1997, the rate of communications continued to rise. In the box above is a categorical description by type of the approximate number of phone calls which the Certification Department handled during the month of November alone.

In addition, during the month of November, the NBCC's Certification Department handled approximately 205 fax transmissions and 260 email communications related to credentials and certification.

Would you help the NBCC Certification Department expedite the processing of your application?

There are several action steps you can make that will expedite the processing of your application. They are:

- Whenever you communicate with the department, please be prepared to give the five digit identification number which you received when you were sent the documentation packet for completion.

- Please give your full name when identifying yourself. Hyphenated names need to be shared in full in order for the department to quickly address the concern you have with your application.

- Trust that the timeline of four to six weeks is true and accurate for the processing and written verification of your application status. Also, trust that each application is handled in the order in which it is received.

- Read your application material thoroughly and have your questions prepared before calling the department.

There are hundreds of applicants who are seeking certification! We want everyone applying to have a sense that they are being treated well and with the professional courtesy that epitomizes the ideals of the National Board for Certified Counselors. It is hoped that the suggestions outlined above will help speed and clarify the application process for you.

**NBCC SENDS A SPECIAL SALUTE TO SCHOOL COUNSELORS DURING NATIONAL SCHOOL COUNSELING WEEK FEBRUARY 2-6**

## NCCs OF NOTE

**John E. Adams**, NCC, NCCC, LPC, of Shepherdstown, WV, recently completed his Ph.D. in community college education with emphasis in educational administration, research, and counseling at Virginia Polytechnic Institute and State University in Falls Church and Blacksburg, VA. Adams currently is an associate dean of student affairs and director of the Career Development Center at Shepherd College and is believed to be the first NCCC certified (1985) in the state of West Virginia.

**Larry Hudson**, M.Ed., NCC, of Greenville, SC, has been named assistant director of career services at Furman University.

**Gearld A. Juhnke**, Ph.D., NCC, MAC, of Greensboro, NC, has received an alumni honor from Western Michigan University. He was awarded the William D. Martinson Outstanding Alumni Award from the WMU Department of Counselor Education and Counseling Psychology.

**Charles L. Latimer**, Ed.D., NCC, NCCC, CCMHC, NCGC, NCSC, of Greenville, SC, is president of the American Academy of Family Psychology, an affiliated academy of the American Board of Professional Psychology. For the coming year, he also has been appointed chair of the Committee on Aging of the South Carolina Association of Marriage and Family Therapy.

**A. Dean Porter**, NCC, NCCC, of Long Beach, CA, was presented with the Judith Grutter Career Development Practitioner of the Year Award by the California Career Development Association (CCDA) at the 1997 California Career Conference held in San Jose, CA. The award recognized her outstanding contributions to the practice of career counseling practice in Long Beach for the past 12 years.

**Mary L. Roark**, Ph.D., NCC, of Plattsburgh, NY, received the Chancellor's Award for Excellence in Teaching from the State University of New York. Roark is professor of counselor education at Plattsburgh State University.

**Virginia Villarreal-Mann**, NCC, NCSC, of McAllen, TX, has received the Texas Counseling Association Senate Outstanding Counselor Award. The award was created in 1978 and is annually presented to honor the superior professional achievement and unusual personal dedication of an individual actively engaged in the counseling profession. Mann was commended for a variety of reasons, but especially for her love and commitment to the children of Sequin Elementary School.



Virginia  
Villarreal-Mann

**Patricia Williams**, NCC, NCSC, of Canon City, CO, has received an honorable mention award from the Colorado School Counselor Association at the annual convention in Colorado Springs. □

## NO CERTIFICATION, NO PROMOTION

The faculty of the Counselor Education Department at Plattsburgh State University of New York recently developed evaluation criteria that include national counselor certification as a necessary condition for promotion to associate professor or to professor.

Persons interested in receiving a copy of the evaluation document may contact Dr. Donald A. Haight, Counselor Education Department Chairperson, Plattsburgh State University, 101 Broad Street, Plattsburgh, NY 12901. □

## VOLUNTARY AUDITS

*The following NCCs have passed the Voluntary Audit by completing and documenting more than 130 hours of continuing education activities within the five-year certification cycle. These professionals have demonstrated their dedication to excellence, and NBCC salutes them. Congratulations!*

**Ellen Rice Bonham**, #29326,  
Fort Lauderdale, FL

**Gloria F. Dansby-Giles**, #28111,  
Madison, MS

**Charles Robert Martin**, #18037,  
Rockport, IN

**Patricia Badia Williams**, #18039,  
Canon City, CO

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# CONTINUING EDUCATION PROVIDERS

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- Institute for Trauma and Loss**, Gross  
Point Woods, MI, #5768
- C.G. Jung Institute of Baton Rouge**,  
Baton Rouge, LA, #5770
- The Rocky Mountain Institute for  
Psychotherapy, Supervision and  
Training**, Denver, CO, #5771
- Providence Hospital**, Mobile, AL, #5772
- International Society for Traumatic  
Stress Studies**, Northbrook, IL,  
#5773
- Pine Grove Recovery Center**,  
Hattiesburg, MS, #5774
- University of California-San Diego**,  
Extended Studies and Public Programs,  
La Jolla, CA, #5776
- John Wood Community College**,  
Quincy, IL, #5777
- Worley's ID Profile, Inc.**, Groton, MA,  
#5778
- Riverbend Youth Center**, Oregon City,  
OR, #5779
- Oakton Community College**, Des  
Plaines, IL, #5780
- Institute for Life Enrichment**,  
Washington, DC, #5781
- The Center for Journal Therapy**,  
Arvada, CO, #5782
- Life Purpose Institute**, San Diego, CA,  
#5783
- Lloyd G. Sinclair Master Sexuality  
Seminars and Workshops**, Madison,  
WI, #5784
- Louise M. Aldrich**, Cherry Hill, NJ, #6039
- Marc Janoson**, New York, NY, #6040
- Anthony J. Siracusa**, Williamston, MA,  
#6041

## NEW HOME STUDY PROGRAMS

- "Increasing Managed Care Referrals"** ..... 6 hours
  - "Promoting Your Practice to a Fee For Service Clientele"** ..... 6 hours
- To order, contact: GROW Counseling and Resources, 13227 Wimberly Sq. #261, San Diego, CA 92128. Phone: 619-486-8818 Provider #5758**

**"Occupational Stress" ..... 15 hours**  
**To order, contact: CMR Home Study, 2899 Agoura Rd., Suite 160, West Lake Village, CA 91361-3220. Phone: 818-706-1671 Provider #5484**

*For a complete list of NBCC-approved home study programs, please call our fax information line at 1-800-324-6222. Ask for document #4001.*

## SUPPORT COUNSELING RESEARCH

In 1996, NBCC created a nonprofit corporation to conduct research in counseling and mental health. Council members for the Research and Assessment Corporation for Counseling, Inc. (RACC) have identified several target areas for research including the counselor selection process, distance education and technology, and diversity and global issues.

In the June and December billing cycles, we offered NCCs the opportunity to make tax deductible contributions to aid RACC in its research. A significant number of counselors responded with donations up to \$100. If you would like to contribute to counseling research, complete the donor form below and return it with your check or credit card information.

### RACC DONOR FORM

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ADDRESS \_\_\_\_\_  
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- \$50.00
- \$10.00
- \$100.00
- \$20.00
- \$\_\_\_\_\_ Other
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Please charge \$\_\_\_\_\_ (insert amount) to my credit card.  
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EXPIRATION DATE \_\_\_\_\_

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SIGNATURE \_\_\_\_\_

**MAIL TO: NBCC, PO BOX 651051, CHARLOTTE, NC 28265-1051**

May we list your name as a RACC donor in NBCC publications?

- YES    NO

For more information about RACC and its mission, call 336-547-0607.

## HAVE QUESTIONS?

Our Fax Information Line can help

Call 1-800-324-NBCC

See Page 5 for a Fax Information Menu

## NCGC BULLETIN BOARD

By Richard P. Johnson, Chair, Gerontological Counselor Academy

In a recent survey of all nationally certified gerontological counselors (NCGCs) initiated by NBCC's Gerontological Counselor Academy, nearly 40 percent of all those surveyed responded. The NCGC Academy was more than pleased by this most favorable response rate, especially since the survey was lengthy (more than six pages of small print) and only one request for response was given.

The academy wishes to thank all those NCGCs who took the time and interest to complete the survey. The survey is an unquestioned success and is interpreted as a vote of confidence for the NCGC credential. The results of the survey will be revealed in the next issue of *NewsNotes*.

### A UNIQUE CREDENTIAL

The number of new NCGC credentials awarded has languished in recent years. The NCGC Academy, charged with the task of advocating for the credential, wanted the ideas of current NCGCs before it made recommendations for change. One of the undergirding and motivating factors that gave birth to the NCGC credential was the unquestioned demographic fact of the growth in the number of elders in our culture. In both relative and absolute terms, the elder population has expanded and all projections are clear: The number of elders will be the fastest growing cohort in our culture for years to come.

Our profession clearly has much to offer elders. Our unique view of and reverence for the developmental lifespan issues at every stage and phase of the life course gives counselors a positive wellness un-

derstanding of the needs and desires of elders unlike any other professional milieu.

Other professional groups that offer counseling services to elders often approach services from a "problems" perspective. They function from a mindset which assumes

THE NCGC CREDENTIAL IDENTIFIES THIS INDIVIDUAL AS ONE WHO UNDERSTANDS THE AGING PROCESS NOT AS A PROBLEM, BUT RATHER AS A LIFE SEASON OF DRAMATIC DEVELOPMENTAL LIFEWORK.

that aging is an unfortunate slippage into a regrettable discounted social position. From this perspective the very process of later life maturation presents a problem both for society at large, and for the individual elder who is experiencing this assumed demise. In short, the aging process is seen as an unnecessary appendage of the lifespan rather than as a bountiful opportunity for expanded personal growth and development unlike any other previous life stage.

The NCGC credential, like all specialty credentials, gives pro-

found testimony to the fact that this professional has invested in herself or himself special knowledge, competencies, and skills unlike (and unavailable) in any other profession. The NCGC credential identifies this individual as one who understands the aging process not as a problem, but rather as a life season of dramatic developmental lifework culminating in a personal unfolding bearing gifts of peace, wisdom, acceptance, stamina, perseverance, kindness, gratitude, and many others which together reflect greater clarity and heightened meaning of what came before, and which challenges the elder with a new mindfulness of life-purpose unrivaled in former years.

We in the Gerontological Counselor Academy believe in the NCGC credential; we see it as a professional standard slightly ahead of its time, and immeasurably "on target" for our time. We invite your comments and suggestions for the continued expansion of the NCGC credential and your support of our efforts to make this happen. As always, the Gerontological Counselor Academy reminds you that the NCGC credential is one into which we will all eventually grow. □

## TIME FOR SPECIALTY CERTIFICATION



- Career
- Gerontological
- School
- Clinical Mental Health
- Addictions

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## NBCC SEEKS BOARD NOMINATIONS

The National Board for Certified Counselors is seeking nominations for two general director positions on the NBCC Board of Directors, to begin July 1, 1998. Board members normally serve three-year terms and may be reelected to a second three-year term. The open positions must be filled by counselors holding the National Certified Counselor (NCC) credential.

The composition of the NBCC Board of Directors includes six general practice positions, one public member position, and three positions representing specialties.

NBCC is an organization that values differences in background, perspective, beliefs, and traditions in order to assist a diverse constituency in offering exemplary and viable counseling services. While each director has fiduciary responsibility to NBCC, a not-for-profit corporation, we seek NCC director applicants whose ideas represent as many experiential backgrounds as possible. The NBCC Board meets three or four times a year, with one meeting being held at the American Counseling Association annual conference. All expenses for attendance at board meetings are reimbursed. All interested NCCs are encouraged to apply.

Individuals who wish to make nominations of other persons or self-nominations may obtain a nomination packet by writing NBCC at: NBCC Board Nomination Packet, 3 Terrace Way, Suite D, Greensboro, NC 27403-3660; calling us at 336-547-0607; requesting information by fax (document number 6001); or downloading it from our Web site. **Completed nomination packets must be received no later than March 31, 1998, to be considered.** □

NATIONAL BOARD FOR  
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