

(A) The purpose of this rule is to state the rules of conduct that apply to individuals who hold a valid independent chemical dependency counselor-clinical supervisor license (LICDC-CS), independent chemical dependency counselor license (LICDC) or chemical dependency counselor III license (LCDC III) during the performance of their clinical duties as supervisors.

(B) Competence:

(1) A supervisor shall accurately represent areas of competence, education, training, experience and professional affiliations in response to inquiries, including those from appropriate boards, public, supervisees and colleagues.

(2) A supervisor shall aggressively seek out consultation with other professionals when called on to supervise counseling situations outside their realm of competence. Supervisors shall refer supervisees to other competent staff when they are unable to provide adequate supervisory guidance to the supervisee.

(C) Client best interest, welfare, and rights:

A supervisor shall make supervisees aware of clients' rights, including protecting clients' rights to privacy and confidentiality in the counseling relationship and the information resulting from it.

(D) Supervisory role:

(1) A supervisor shall obtain ongoing training in supervision.

(2) A supervisor shall make their supervisees aware of professional and ethical standards and legal responsibilities of the counseling profession.

(3) Procedures for contacting the supervisor, or an alternative supervisor, to assist in handling crisis situations shall be established and communicated to supervisees.

(4) Supervision shall be maintained through regular face-to-face meetings, which could include video conferencing, with a supervisee or supervisees in group or individual sessions. Sessions should include documentation of the content. Supervisor and supervisee signatures should be included if required by certifying or accrediting bodies.

(5) Actual work samples via audio, counselor report, video or observation shall be part of the regularly scheduled supervision process.

(6) A supervisor shall provide supervisees with ongoing feedback on their performance.

(7) A supervisor who has multiple roles (e.g. teacher, clinical supervisor, administrator, etc.) with supervisees shall avoid any conflict of interest caused by these roles. The supervisees shall know the limitations placed on the supervisor and the supervisor shall share supervision when appropriate.

(8) A supervisor shall not sexually harass or participate in any form of sexual conduct with supervisees.

(9) A supervisor shall not use the supervision process to further personal, religious, political, financial or business interests.

(10) A supervisor shall not endorse any treatment that would harm a client either physically or psychologically.

(11) A supervisor shall not establish a psychotherapeutic relationship as a substitute for supervision. Personal issues shall be addressed in supervision only in terms of the impact of these issues on clients and on professional functioning.

(12) A supervisor shall never supervise any person closely related by blood, marriage or other significant relationships.

(a) "Closely related by blood or marriage" is defined to include, but is not limited to, spouse, children (whether dependent or independent),

parents, grandparents, siblings and any other persons related by blood or marriage who reside in the same household.

(b) "Significant Relationship" means persons living together as a spousal or family unit when not legally married or related where the nature of the relationship may impair the objectivity or independence of judgment of one individual working with the other.

(13) A supervisor shall be honest and direct with supervisees about observed professional and clinical limitations of the supervisee. These concerns shall be clearly documented and shared with the supervisee.

(14) A supervisor shall not endorse a supervisee for certification or licensure if the supervisor has documented proof of impairment or professional limitations that would interfere with the performance of counseling duties in a competent and ethical manner.

(15) The supervision provided by a supervisor shall be provided in a professional and consistent manner to all supervisees regardless of age, race, ethnicity, color, sex, gender identity or expression, national ancestry, religion, genetic information, parental status, military status, physical disability, sexual orientation, political belief, marital or socioeconomic status, psychiatric or psychological conditions, disability, or other identifying traits that could subject an individual to discrimination but are not expressly protected by state or federal law.

(16) A supervisor shall not delegate professional responsibilities to a supervisee if the task is outside of the supervisee's scope of practice, training, or experience.

(17) A supervisor shall not exploit the supervisee for financial gain.

(18) A supervisor shall not instruct a supervisee to perform in a way which would violate any section of the supervisee's code of ethical conduct.

(E) Procedure for processing ethical complaints:

A violation of any of the rules of conduct may result in disciplinary action being taken by the board pursuant to section [4758.30](#) of the Revised Code and rule [4758-10-01](#) of the Administrative Code.