

1. Introduction

This IBA Ethical Decision-Making Framework (EDMF) document describes steps that can be used to guide an individual in the BodyTalk profession through a process to make a decision when confronted with an ethical dilemma.

2. Purpose

The purpose of this document is to supplement the IBA Code of Ethics and Professional Conduct with an aid BodyTalk professionals, who are confronted with an ethical dilemma, can use.

Comments or questions about this IBA EDMF document can be provided via email to the IBA Ethics Review Committee at: ethics@bodytalksystem.com.

3. Background and Context

The IBA has recently undergone a management change and review. As part of that review, a deficiency was found in the awareness, implementation and enforcement of a quality, IBA Ethics and Professional Code of Conduct. Therefore, a complete review was undertaken and a new process fully defined, documented and enforcement guidelines defined. This framework was developed to increase everyone's ethics awareness levels by focusing on the individual's ethical decision-making capability and accountability.

4. How To Use The IBA EDMF

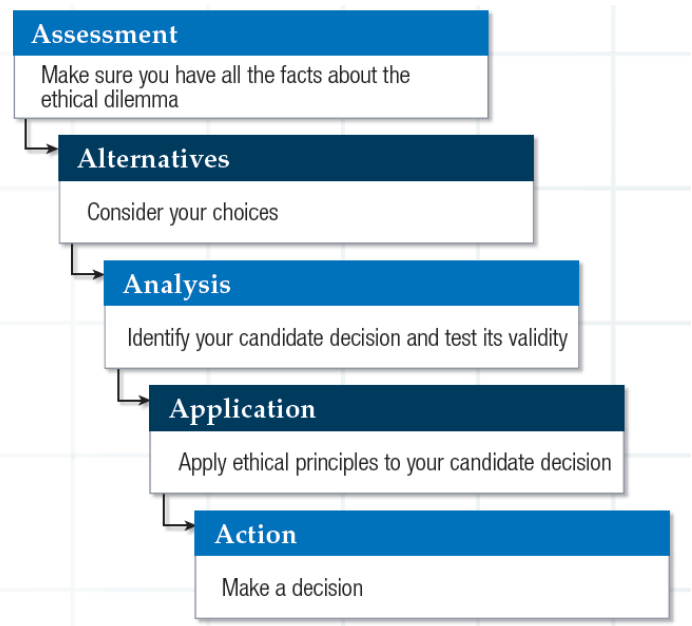
The IBA EDMF has been developed for use by individual members of the IBA and for use by IBA credential holders; it is aspirational and not mandatory. Since the IBA EDMF is intended to be used as a guide for critical thinking throughout the ethical decision-making process, it is represented as a sequence of questions and sub-questions to stimulate the user beginning with the recognition and assessment of the issue, and ending with a decision and action. Critical to the successful use of the IBA EDMF is the recognition that the answers to the questions raised by the IBA EDMF are the responsibility of the user. The IBA EDMF can also be effectively used at the end of a decision-making process, when a decision is about to be made, to reflectively look back to see if the

important steps have been taken and if the important considerations have been made.

Although the IBA EDMF is presented as a logical linear sequence of steps, it is understood that IBA EDMF users will likely find it useful to loop back-and-forth between steps. Since the IBA EDMF is not entirely prescriptive and does not include every possible step or question useful for making an ethical decision, users are encouraged to be stimulated by the IBA EDMF to challenge themselves with additional steps and questions.

5. IBA Ethical Decision-Making Framework

The following lists IBA EDMF steps.



IBA Ethical Decision-Making Framework

1. Assessment: Make sure you have all the facts about the ethical dilemma and ask these questions:

- Does it abide by the law?
- Does it align with the IBA Code of Ethics and Professional Conduct?
- Does it agree with your employer's and client's code of ethics and conduct?
- Does it align with your ethical values and those of the surrounding culture?

If it does not abide by the law, seek legal council. If the answers to the above questions provide substantial facts to make a case, go to the next step. If you are not sure, you may need to gather more facts or ask a trusted person for advice.

2. Alternatives: Consider your choices by asking the following questions:

- Have you listed possible alternative choices?
- Have you considered pros and cons for each possible choice?

If the answers to the above questions result in a viable solution, go to the next step to analyze your candidate decision. If not, you may need to gather more facts and complete your research

3. Analysis: Identify your candidate decision and test its validity with these questions:

- Will your candidate decision have a positive impact or prevent harm to members, IBA staff or volunteers, clients, the environment, or future generations?
- Does your candidate decision take cultural differences into account?
- Looking back, will this decision seem like a good idea a year from now?
- Are you free from external influence to make this decision?
- Are you in a calm and unstressed state of mind?

If the possible impacts are acceptable, proceed to check your decision against ethical principles in the next step. If not, consider taking time to test another candidate decision, review your options and/or your case.

4. Application: Apply ethical principles to your candidate decision by asking these questions:

- Would your choice result in the greatest good?
- Would your choice treat others as you would like to be treated?
- Would your choice be fair and beneficial to all concerned?

If these or other traditional philosophical questions evoke doubts or seem to create a new dilemma, you might need to reconsider your decision, review the facts, the options and the implications.

If the answer is "Yes" and your candidate decision seems consistent with other ethical principles, move to the next step to decide and take action.

5. Action: Make a decision after considering these questions:

- Are you willing to accept responsibility for your decision?
- Could you make your decision public and feel good about it?
- Are you ready to act?

If you are comfortable with your decision, take action. If not, retrace these steps to discover a better solution.