

## The HMCI Code of Ethics

HMCI - The Health and Medical Coaching Institute is committed to maintaining and promoting professional excellence in coaching.

The HMCI Code of Ethics is designed to provide appropriate guidelines, accountability, and enforceable standards of conduct for all HMCI Professional Health and Medical Coaches, and Caregiver Coaches who commit to abiding by the following Code of Ethics:

### Part One: Definitions

- **Professional Medical Coach (PMC)**: someone who has received a PMC diploma and has a valid MC license, issued by HMCI.
- **Professional Health and Medical Coach (PHMC)**: someone who has received a PHMC diploma and has a valid MC license, issued by HMCI.
- **Professional Caregiver Coach (PCGC)**: someone who has received a PCGC diploma and has a valid MC license, issued by HMCI.
- **"Client"** is the person being coached. The Client is an adult, above the age of 17, with no diagnosis of Mental Illness.
- **"Sponsor"** is the entity (including its representatives) paying for and/or arranging coaching services, when this is not done by the Client.
- **"Student"** is someone enrolled in a Medical Coaching training program, run by MCI.
- **"Intern"** is someone who has completed the Medical Coaching training program, has entered the PMC internship program, and is supervised by an MCI supervisor.
- **"Supervisor"** is a PMC and a professional coaching Supervisor, who has been additionally mentored and accredited by MCI to be a Medical Coaching Supervisor.
- **A Professional Coaching Relationship** exists when the client and coach sign an agreement/contract that defines the outline of the relationship and the responsibilities of each party.
- **The Coaching Agreement** is a professional agreement between the Coach and the client, based on the HMCI Medical Coaching agreement outline. It establishes the settings and boundaries of the Coaching relationship.
- **Conflict of Interest**: A situation in which a coach has a private or personal interest sufficient to appear to influence the objective of his or her official duties as a Coach and/or a professional.

## **Part Two: The HMCI Standards of Ethical Conduct**

### **Professional Conduct at Large: As a Health and Medical Coach and/or Caregiver Coach, I will:**

1. Conduct myself according to the HMCI Code of Ethics in all coaching-related interactions, including HMCI training, Health and Medical coaching sessions, Caregiver Coaching sessions, supervision sessions, and HMCI community activities.
2. Seek to continuously educate myself and be consciously aware of potential ethical issues that might arise during the coaching process.
3. Commit to take the appropriate action with the client, sponsor, or supervisor and/or contact HMCI to address any ethics violation or possible breach as soon as I become aware of it, whether it involves me or others.
4. Communicate the ethical boundaries of the HMCI Code of Ethics to the client and/or sponsor.
5. Use a customized coaching agreement that accurately states what I offer as a coach, the coaching process, and the boundaries of the coaching relationship.
6. Accurately state my coaching qualifications, expertise, experience, training, certifications, and HMCI Credentials.
7. Recognize and honor the efforts and contributions of HMCI and other colleagues in the HMCI community, and only claim ownership of my material. I understand that violating this standard may subject me to legal action by a third party.
8. Strive at all times to recognize personal issues that may impair, conflict with, and/or interfere with my coaching performance or my professional coaching relationships. I will promptly seek the relevant professional assistance and determine the action to be taken, including whether it is appropriate to suspend or terminate my coaching relationship(s) if the facts and circumstances necessitate it.
9. Strive to be aware of things that might affect my physical and mental health and take responsible steps to maintain and improve my wellbeing and resilience.
10. Avoid bartering with my clients.
11. Conduct sessions in a private room, where the client can feel safe and comfortable, allowing them to be fully authentic.
12. Recognize that the Code of Ethics applies to my relationships with coaching clients, students, supervisees, and colleagues.

**Conflict of Interest:** As a Health and Medical Coach and Caregiver Coach, I will:

1. Seek to be conscious of any conflict or potential conflict of interest, openly disclose any such conflict, and offer to remove myself when a conflict arises.
2. Seek immediate supervision when identifying potential conflicts of interest.
3. Honor the equitable coach-client relationship when working with both paying and Pro Bono clients.

**Professional Conduct with Clients:** As a Health and Medical Coach and/or Caregiver Coach, I will:

1. Ethically speak what I know to be true to clients, prospective clients, or sponsors about the potential value of the coaching process and/or of me as a Coach.
2. Carefully explain and strive to ensure that, before or at the initial meeting, my clients and/or sponsors understand the nature of coaching, the nature and limits of confidentiality, the logistical arrangements, and any other terms of the coaching agreement.
3. Be aware of culturally sensitive boundaries.
4. Avoid any sexual or romantic relationship with present or past clients, sponsor, students, mentees, or supervisees.
5. Respect the client's right to terminate the coaching relationship at any point during the process, subject to the provisions of the agreement. I will remain alert to indications of a shift in the value the client receives from the coaching relationship.
6. Advise the client or sponsor to make a change if I believe the client would be better served by another coach or by another resource, and suggest my client seek the services of other professionals when deemed necessary or appropriate.
7. Avoid referring clients to specific Medical, Mental Healthcare, Nutritional, Alternative Healthcare, and/or Complementary Healthcare professionals.
8. Refer the client to therapy should the following indicators occur( according to The Life-Personal Coach Committee of the International Coach Federation/ Prepared by: Lynn F. Meinke, MA, RN, CLC, CSLC):
  - Client is exhibiting a decline in his/her ability to experience pleasure and/or an increase in being sad, hopeless, and helpless.
  - Has intrusive thoughts or is unable to concentrate or focus.
  - Is unable to get to sleep or awakens during the night and is unable to get back to sleep, or sleeps excessively.
  - Has a change in appetite: decrease in appetite or increase in appetite.

- Exhibits feelings of responsibility and guilt for the condition, suffering or death of others.
  - Has feelings of intense despair or hopelessness.
  - Is being hyper-alert and/or excessively tired.
  - Has increased irritability or outbursts of anger.
  - Exhibits impulsive and risk-taking behaviour.
  - Has thoughts of death and/or suicide.
  - Is under the influence of medication that alters their ability to be fully resourceful.
9. Avoid making personal comments or judgments regarding my client's Medical/ familial caregivers/care recipient, and/or medical treatment.
  10. Avoid coaching a client who has not explored medical advice and/or consulted before coming to Medical Coaching.
  11. Avoid contacting and interacting with my client's caregivers (medical, para-medical, and/or familial) or care recipients, without my client's written consent and/or presence.

**Continuing Development:** As a Health and Medical Coach and/or Caregiver Coach, I am committed to continually developing my professional skills.

## **Part Three**

**Confidentiality/Privacy:** As a coach, I will:

1. Ensure my client and/or sponsor understand the difference between confidentiality and privilege in the context of the disclosure of medical information and are fully aware that I can only offer confidentiality.
2. Maintain, store, and dispose of all records, including electronic files and communications, created during coaching sessions in a manner that promotes confidentiality, safety, and privacy, and complies with applicable laws and agreements in my country.
3. Refrain from having any medical document related to my clients' medical, physical, or mental conditions in my possession
4. Maintain the strictest levels of confidentiality with all clients' and/or sponsors' information unless release is required by law.
5. Avoid asking for any medical information other than my client's diagnosis.

6. Have an explicit agreement about how coaching information will be exchanged among the coach, client, and sponsor.
7. Have an explicit agreement when acting as a coach, coach mentor, coaching supervisor or trainer, with both client and sponsor, student, mentee, or supervisee about the conditions under which confidentiality may not be maintained (e.g., illegal activity, imminent or likely risk of danger to self or others; etc.) and make sure both client and sponsor, student, mentee, or supervisee voluntarily and knowingly agree in writing to that limit of confidentiality.
8. Avoid advertising Health and Medical Coaching and/or Caregiver Coaching case studies on social media platforms.

## **Part four: The HMCI Pledge of Ethics:**

As a Professional Health and Medical Coach and/or Professional Caregiver Coach, I acknowledge and agree to honor my ethical and legal obligations to my coaching clients and sponsors, colleagues, and to the public at large. I pledge to comply with the HMCI Code of Ethics and to uphold these standards in my interactions with those whom I coach, teach, mentor, and/or supervise.

**Should I breach this Pledge of Ethical Conduct or any part of the MCI Code of Ethics, I agree that HMCI may hold me accountable for it.**

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

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

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

Training

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Professional Development

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