NJPA ETHICS EDUCATION AND RESOURCE COMMITTEE MEETING MINUTES

NJPA Central Office
January 8, 2019
10:00-12:00 a.m.

Respectfully submitted by Arline Shaffer, Ph.D.

Present in Office:  Rhonda Allen, Jayne Schachter, Arline Shaffer, Jane Simon, and Komal Dutt
Present by Teleconference:  Don Franklin, Jon Wall, Robyn Koslowitz, and Sandra Ackerman Sinclair
Absent:  Sarah Dougherty

Copies to:  Keira Boertzel-Smith, Ana DeMeo

I. Ethics Education and Resource Committee Manual

The changes to the Manual were approved.

II. Tip of the Month
   A. Schedule
      January – Jayne
      February – Jane
      March – Don
   B. Possible Topics
      1. Confidentiality and Listserv Postings – When looking for a referral, post on the listserv the expertise you are looking for in a therapist rather than the information about the patient to preserve the patient’s confidentiality.
      2. Boundary issues for the therapist of a teenager when there are conflicts between parents who are divorced and talk to each other.
A. On-Call Schedule  
   January – Don  
   February – Rhonda  
   March – Jayne  

B. Robyn can start doing consults in the spring as she was licensed in 2017.  

III. Consults – Jane Simon took calls in December and Don Franklin took one call  
   3. Consults included subject areas of use of social media and HIPPA compliance, ethical issues involving emotional support animals and interventionists and calling DCCP in abuse cases.  

IV. NJ Psychologist Article  
   A. Sandra completed the article and asked the committee to review it.  
   B. Writing within the 1000 word limit was discussed and the flexibility as long as the article is close to 1000 words.  
   C. Komal volunteered to consider doing the next journal article, which is due in August. Khaya also volunteered. Thank you Komal!! The article needs to follow the NJ Regulations and the APA Ethics Code. There need to be at least three recent references that are peer reviewed for CE credit.  

V. Cloud storage is not HIPPA regulated according to an APA Monitor article.  

VI. February 5, 2019 Next Meeting. Sandra is secretary next month.  

NJPA ETHICS EDUCATION & RESOURCE COMMITTEE  
MEETING MINUTES  

NJPA Central Office  
February 5th, 2019  
10:00-12:00 a.m.  

Respectfully submitted by Sandra Ackerman Sinclair, Ph.D.
Present in Office: Sandra Ackerman Sinclair, Jane Simon, Jon Wall, Sarah Dougherty, Arline Shaffer, Jayne Schachter, Komal Dutt, Rhonda Allen

Absent: Don Franklin, Robyn Koslowitz

Copies to: Keira Boertzel-Smith, Ana DeMeo

I. Tip of the Month
   a. Schedule
      i. February – Jane
         1. Possible topics:
            a. Releasing the records of a teenager to parents
            b. Using a collection agency / collecting fees (maybe more of a risk management issue)
            c. Writing letters for clients in areas where we don’t have expertise (e.g., emotional support animals)
      ii. March – Don

II. Journal Articles
   a. Schedule
      i. Fall article – Sarah is considering writing
         1. Due August
         2. Topic: Grief after Suicide
            a. Potential ethical points: documenting treatment of healthy grief for insurance, managing records
      ii. Winter article - Komal is committed
         1. Due November 10th
         2. Open to topic ideas
            a. When cultural norms challenge the ethical code

III. On-Call Schedule
    a. February – Rhonda
       i. Needs coverage for 2/14 and 2/15 due to APA commitment
b. March – Jayne  
c. April – Sandra (with Jayne, Jane & others for back up) 
d. May – Arline  
e. June - Robyn  

IV. Potential committee members  
a. Two potential committee members from NJPAGS  
   i. One is from Rutgers and the other from Seton Hall  
   ii. Discussed appropriateness based on student interest and availability to make monthly meetings.

V. Liability for committee members when responding to consults  
a. Jane read Judith’s response to this concern  
b. In summary, we are bound to report ethical violations that the caller does not appear to have intentions to remedy. Also, we should attempt to address concerns about the ethical practice of another professional in the same manner we would in general practice.

VI. Consults and general ethical situation discussion  
a. Jon discussed a consult  
   i. Ethical issues that were addressed in consults and general discussion include releasing of testing materials, reporting child abuse suspicion, competence to provide therapy, dual relationships, reporting a clinician who may be losing mental faculties.

VII. Next Meeting  
March 5, 2019

NJPA Ethics Education and Resource Committee Meeting Minutes  
NJPA Central Office  
March 5, 2019  
10:00-12:00  
Present: Don Franklin, Komal Dutt, Sarah Dougherty, Sandra Ackerman Sinclair, Rhonda Allen, Arline Shaffer, Jane Simon, Jayne Schachter, Jonathan Wall, Robyn Koslowitz
Absent:  
Guests:  
Copies to: Keira Boertzel-Smith, Ana DeMeo

1. Don Franklin discussed March Ethics Tip: Beware of Requests to Write Letters for Teen Clients. Rhonda (April) and Sarah (May) to prepare future tips of the month.  
2. Sarah Dougherty discussed writing an article about “Ethics around patient confidentiality’s surviving the death of a patient from suicide” due August 10th for Fall journal; Komal Dutt spoke of writing a journal article for the Winter issue, due November 10th:  
3. Reviewed the on-call schedule. (March-Jayne; April-Sandra; May-Arlene; June-Robyn)  
4. Consults discussed.  
5. Review proposed changes to regulations. Jane will type up a synopsis and submit to NJPA.  

Respectfully submitted,  
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Jonathan D. Wall, PsyD

NJPA Ethics Education and Resource Committee Meeting Minutes

NJPA Central Office  
April 2, 2019  
10:00-12:00

Present: Don Franklin, Komal Dutt, Rhonda Allen, Arline Shaffer, Jane Simon, Jayne Schachter, Robyn Koslowitz – via Zoom  

Absent: Sarah Dougherty, Sandra Ackerman Sinclair, Jonathan Wall,  

Copies to: Keira Boertzel-Smith, Christine Gurriere

Next month will be the last meeting in this location since NJPA is moving the central office to Livingston.  

Rhonda will submit the April Tip of the month. Sarah will write one for May. Arline will write June.  

Sarah will write an article for the Fall journal. Komal will write a journal article for the Winter issue.  

The on-call Schedule. (April-Sandra; May-Arlene; June-Robyn; July – Rhonda, August-Jon, September - Don)  

Consults were discussed.
The next meeting will be May 7, 2019.

Respectfully,

Rhonda Allen, Ph.D.

NJPA Ethics Committee Meeting Minutes

NJPA Central Office
May 7, 2019
10:00-12:00

Respectfully submitted by Sarah Dougherty, PsyD

Present: Don Franklin, Sarah Dougherty, Sandra Ackerman Sinclair, Rhonda Allen, Arline Shaffer, Jane Simon, Jayne Schachter, Jonathan Wall, Robyn Koslowitz (remotely)

Absent: Komal Dutt

Guests:

Copies to: Keira Boertzel-Smith, Ana DeMeo

1. Sarah will submit the May Tip of the Month to Christine Gurriere on confidentiality after the death of a patient/client. Arline (June) and Don (July) will prepare future tips of the month.
2. Sarah confirmed forthcoming article on ethics of confidentiality following the death of a patient from suicide, due August 10th for the Fall issue. Journal article for the Winter issue (Komal) is due November 10th:
3. Review of the on-call Schedule. (May-Arline; June-Robyn; July-Rhonda; August-Jon; September-Don)
4. Possible topics for Ethics Committee presentations were considered. Potential topics included Confidentiality, Social Media, and Domestic Violence. Possible venues also were discussed and will be explored further: Somerset/Hunterdon/Warren – Jane; EUCAP – Sandra; Mercer – Don; MCPA – Jayne; MOCPA – Robyn.
5. Consults were discussed.
6. NJPA’s upcoming move and change of address were confirmed, effective 6/4/2019:
   354 Eisenhower Parkway
   Plaza I, Suite 1150
   Livingston, NJ 07039
NJPA Ethics Committee Meeting Minutes
Date: 6/04/19, Time: 10am - 12pm.
Present: Sarah Dougherty, Sandra Ackerman Sinclair, Rhonda Allen, Arline Shaffer, Jayne Schachter, Jonathan Wall (video), and Robyn Koslowitz.
Absent: Jane Simon, and Don Franklin.
1. Below is the tip of the month schedule:
   June - Arline S; July - Don F; August - Jayne S., September - Rhonda A.
   Next meeting date - scheduled for September 10th. Participants discussed possibly having a pre-set rotation schedule for tip of the month, to be further discussed in the next meeting.
2. On-call schedule:
   June - Robyn K; July - Rhonda A (will be out for July 4th weekend); August - Jonathan W; and September - Don F (tentative). Participants discussed possibly having a pre-set rotation schedule for on-call, to be further discussed in the next meeting.
3. Next article (Fall) will be written by Sarah D and is due on August 10th. Potential topic of the article was discussed and participants gave feedback. The article will be written on issues related to confidentiality restrictions after suicide. Winter article will be written by Komal D, and is due on November 10th. Potential topic was discussed and participants gave feedback. The topic is likely to be on issues related to - ensuring that ethics principles be not compromised to adapt to cultural issues, while maintaining cultural sensitivity.
4. Topics for continuing education training were discussed. Participants mentioned that writing on the topic of social media will no longer work, therefore, members discussed alternative topics. Topics that came up were - sensitivity to cultural issues while treating couples, and adhering to ethical principles while documenting suicide assessment.
5. Consults were discussed by Arline S
6. Clinical cases involving ethical issues were discussed.