

# **CODE OF CONDUCT FOR THE INSTITUTE OF PLEXUS BIO ENERGY**

The following shall be dealt with as regards the appropriate contents in the code:

General Plexus Rules,

Practicing Plexus Therapist,

Plexus Therapists and their Client/s,

Plexus Therapists within the Institute,

Plexus Therapists and members of the Public,

Plexus Therapists and the Institute of Plexus Bio Energy,

Practicing Certificates and Continued Professional Development,

Fees,

Other Rules and Waiver.

Dated this: 29<sup>th</sup> September, 2010

## **CODE OF CONDUCT FOR THE INSTITUTE OF PLEXUS BIO ENERGY.**

It is the desire of the Institute of Plexus, Plexus Bio-Energy Therapy (hereinafter “the institute”) that a **CODE OF CONDUCT** be created incorporating the rules and practices of the institute, made from time to time and all or any rules and practices already made by the said institute. It shall reflect the responsibilities to clients, general public, fellow therapists and the Institute.

The following rules will allow for the proper practice of the Plexus Bio Energy system and Plexus Bio-Energy Therapy for the purpose of ensuring that the client receiving such treatment are provided with the necessary guarantees as regards integrity, experience, efficiency and choice.

The Plexus Bio Energy Institute adopt this Code of Conduct (hereinafter “the code”) dated this 29<sup>th</sup> September, 2010 and same will apply to all Plexus Bio Energy Therapists whether qualified on or before this date and all those qualified after this date.

Amendments and additions to this Code of Conduct may be made at any time by Plexus Institute of Bio Energy in General meeting of that body.

### **Meaning:**

The following words where used in this code have the meaning as follows:

**Plexus Institute:** means the body with the decision making authority charged with the overall administration in the organisation.

**Therapist:** means a person who is a registered member of the Plexus Institute, holding a current practicing certificate from the Institute, holding the appropriate indemnity of insurance and who is engaged in the practice of the Plexus Bio Energy system on a full or part time basis.

**Client:** means a person on whose instructions a therapist performs the practice of Plexus Bio Energy, the word instructions can also have the meaning of request.

**General:**

Plexus Bio Energy therapists shall at all time uphold the standards set forth as follows in this code of conduct. Accordingly, all therapists are expected to act to the standards of conduct expected of all those who practice in the field of Plexus Bio-Energy. It shall be the duty of each and every therapist to be free from influence. This independence is required to allow the Plexus system to be administered in an independent manner. This independence is paramount to allow therapists to discharge their professional duties as therapists of the Plexus system.

It shall be the duty of each and every therapist that they,

- (i) at all times to comply with the provisions set forth in this code of conduct,
- (ii) not to engage in dishonest conduct or that which will bring the profession of Plexus Bio-Energy into disrepute,
- (iii) to practice as therapists of the Plexus system so as to ensure that there is no failures whatsoever either by omissions or commissions of that standard as set for all therapists of the Plexus System,
- (iv) to be individually responsible for their own conduct, be that when practicing as therapists or not,
- (v) to observe the etiquette of the profession at all times,
- (vi) co-operate with any investigation as may be conducted by the Institute, the procedure for such investigation will be set out in the Complaints and Disciplinary procedure document.

Any failure by such therapist to comply with those set out above shall be treated as professional misconduct and therapists found in breach of same are liable to, suspension, exclusion or removal from membership of the Plexus Institute.

## **Practicing Plexus Therapists:**

All registered therapists on the Plexus Register must hold a current Practicing Certificate which must be displayed at their place of practice. Practicing Certificates must be renewed each year after complying with the Practicing Certificate and Continued Professional Development.

Therapist-client relationship is one founded on the principle of trust. The position of therapist is one which is privileged at all times. The role of the Institute is to ensure that the quality of the therapist's professionalism is maintained to the highest possible standard.

The professional responsibility of the therapist is to act in the best interest of the clients. That responsibility takes priority as regards all other influences.

Therapists must show compassion and concerns for their clients; this includes developing and maintaining a sensitive attitude. Of paramount importance to the proper administration of the Plexus System, good communication and sound advice must be given at all times during the course of therapy.

Therapists when dealing with children should be aware of guidelines set out as regards the protection of children. These guidelines state that the welfare of children is of paramount importance.

As members of the Institute, therapists hold themselves out as willing to practice the Plexus system on behalf of a client. The said therapist has a duty to that client to ensure that the Plexus system is administered in a proper and efficient manner.

Therapists must at all time promote the Plexus system to their client by all legal and proper means. This must be done without regard to the therapists own interest or to any consequence for themselves.

Therapists are individually responsible for their own behaviour and conduct and at all times must this code be upheld. Failure to uphold same may constitute professional misconduct. Where a therapist is found to have breached the code, same may render them liable to exclusion, suspension or removal from membership of the Plexus Institute.

A consequence of the many duties owed to the Institute and a client, it is of vital importance that the therapist be independent and free from influence. Therapists must at all times avoid any impairments of such independence. In order to perform their independence, therapists must not engage in any occupation which may bring the Institute into disrepute.

Therapists shall not abuse the title, " Plexus Bio Energy Therapist". However, this shall not prohibit the disclosure regarding their occupation which is consistent with the Code.

Therapists must immediately on becoming aware, report to the Institute the fact that they have been convicted of any criminal offence. Where such conviction arises out of dishonest behaviour or where such conviction may bring their profession as members of the Institute into disrepute, same must be reported to the Institute immediately. Where a therapist is in any doubt as to the operation of this rule, members are advised to contact the Institute forthwith.

Therapists are bound to accept all instructions and requests from their clients, subject to the payment of the appropriate fees. However, therapists may be justified in refusing to accept same in the event of conflict arising or is likely to arise. This duty on therapists arising from all or any instructions and requests require therapists to ensure that the practice is properly administered.

Therapists may not take more instructions and requests that they cannot expect to give the appropriate attention. The appropriate attention to all or any instructions and requests must be dealt with within a reasonable period of time. It is of vital importance that therapists inform their clients immediately on them becoming aware of being unlikely to be able to perform their duties if there is likely to be such delay.

Therapists shall at all times be insured against claims based on professional negligence. The level of insurance shall depend on what is reasonable having regard to the risk the therapist may be exposed and in any event at a level not less than the minimum level of professional indemnity insurance as advised by the Institute.

In the event that therapists do not feel that they possess the necessary skills to adequately deal with client, it shall be incumbent on such therapist to refer the client to a colleague who in their opinion has the necessary skills to deal with the needs of the client appropriately. Such referral must take place at the first available opportunity on the therapist becoming aware that they do not possess the necessary skill.

Therapists must never carry out treatment on a client to which they have not received the appropriate training/qualification.

Therapists must have the necessary facilities to carry out the Plexus system. It is the duty of the therapist to have in place the necessary facilities to a standard which conforms to the proper practice of the Plexus system. Necessary facilities incorporate that an appropriate building be used where ease of access via wheelchair users exists, appropriate toilets exist, and that same is clean and presentable.

Therapists must never allow their position as therapists of the Plexus system to be used to form a sexual or emotional relationship with their client or those persons in whose care that said client is in.

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## **Plexus Therapists and their Client/s:**

Therapists must at all times be competent in their area of practice of the Plexus Bio-Energy. Competence has the meaning of adequate training, skill and experience.

The interest of the client is of paramount importance to therapists. It is a duty of all therapists that this interest be upheld at all times.

The principle of confidentiality exists with the practice of the Plexus system. This is of paramount importance arising from the duty that arises from the relationship of therapist and client; therefore, therapists are under a duty not to communicate information regarding a client to any third party. This duty continues to exist after the death of the client.

Client's personal information shall never be disclosed except where same is in compliance with law. It shall be incumbent on all therapists that the privacy of the client is at all times maintained.

Certain disclosure of client's interest without the clients consent may in certain circumstances be necessary. It may be necessary for the clients own protection. In the event that this situation should arise, it is the duty of the therapist to take all reasonable steps to obtain the clients consent prior to any disclosure.

Where the disclosure involves the ongoing care and treatment of the client, it shall be necessary that the client be informed at the first available opportunity that such is necessary and that certain information may need to be disclosed to provide for ongoing care and treatment.

Data legislation must at all times be complied with.

Therapists shall never discriminate against any client either in favour of or against same. Discrimination is held to have the meaning to cover all discriminatory grounds.

Therapists must maintain up-to-date records of their clients. A copy of all notes must be forwarded to the client when a written request has been made to the therapist. Such process should be completed without unreasonable delay thereby ensuring that the client suffers no disadvantage. Care should be taken by the therapist that there exist obligations on them under the Data Protection Acts. For more information see Data Protection Act 1988 and Data Protection (Amendment) Act, 2003

It is the policy of the Plexus Institute that persons receiving the Plexus system of Bio-Energy continue to take all prescribed medication and never discontinue medical treatment during their treatment at a Plexus clinic. Therapists must never advise that medication be discontinued. Any medical advice given by a medical practitioner must at all times be adhered to.

Therapists may not permit any recordings, either electronically or otherwise of any confidential conversations held in the privacy of the treatment room.

Prior to any treatment of any client, it is of paramount importance that consent be obtained. As aspects of the Plexus system involve hands on treatment, it is of paramount importance that consent be obtained. All consent given by the client must be on a voluntary basis.

As part of the foregoing, it is a duty on the therapist that they take all necessary steps to inform the client of the process involved where hands on therapy is required. Legal rational exists regarding this practice.

Where necessary, all consent to hands on therapy should be in writing. The appropriate documentation is available from the Institute or available to download from the website. At all times should the client be advised of the process and same should not exist as a formality but of a detailed description of what exactly is involved. This information should be available to a client in a way that does not cause confusion or as such as would inhibit their decision.

Where consent is being sought from a client and as a result of infirmity or those who have not attained the age of majority, steps should be taken to obtain consent from the appropriate parent, carer or person who can consent to the treatment as proposed by the therapist. Where these steps are not available to the therapist, that therapist will have to decide on the appropriate course of action but at all times bearing in mind the privacy of the client.

It is the responsibility of the therapist to obtain the necessary consent. It is paramount that the client be given the necessary time to make that informed decision having being advised accordingly by the therapist.

Where consent is refused, all therapists must respect the wishes of the client.

Where Therapists are involved in treatment of children, it is paramount that the National Guidelines for the Protection and Welfare of Children are adhered to. Details are available on [www.omc.gov.ie](http://www.omc.gov.ie), click on Child Welfare and Protection, then Child Protection Guidelines.

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### **Relations between other Plexus Therapists:**

At all times, therapists shall act honourably towards their fellow therapists and work colleagues.

At all times, therapists should give their professional support to fellow therapists.

Therapists shall never attempt to displace the practice of a fellow therapist.

Therapists shall not criticise or attempt to discredit the work of a fellow therapist

Therapists shall not attempt to appropriate the intellectual property of another therapist without prior agreement with that therapist.

A therapist, if approached to give an opinion on the work of another therapist shall without delay, notify that therapist unless it prejudices the interest of the client.

Therapists working in a multi-therapist clinic should at all times ensure that there are clear communications between those therapists so as to protect the client. Where tasks are delegated as between therapists, therapists are responsible that such tasks are carried out accordingly.

Where a therapist becomes unfit or become unwell to perform the duties as a Plexus therapist, it is incumbent on such therapist that they contact the Institute forthwith where the Institute shall take all reasonable steps to deal with the practice of that therapist accordingly.

Plexus believes in the free sharing between therapists of knowledge and experience. It is desirable between therapists that they share their knowledge and skill in the promotion of the Plexus system. The Institute will act in a spirit of collaboration with therapists in this area.

## **Relations between Plexus Therapists and the Public at Large:**

All registered Plexus Therapists may advertise their contact details on the website [www.plexusbio-energy.com](http://www.plexusbio-energy.com), subject to the rules governing the registration of such therapists and any condition attached thereto.

Therapists have the responsibility of ensuring that any information available on the website or any outlet that therapists wish to advertise in is accurate and not misleading.

Therapists who display specific qualifications must ensure that same can be substantiated. Any attempt to mislead the public by false or misleading qualifications will be treated as a serious breach of this code and such therapists will be subject the sanctions aforesaid.

Any intellectual property associated with the Plexus system may not be published unless and until same has been authorised by the Institute in writing. Where such is the case, all information to be published must be forwarded to the Institute prior to same being published.

Fees associated with the therapy must be appropriate to the service provided by the therapist and shall be discussed with the client prior to the commencement of therapy. Where treatment is caused to alter and that such alters fees, this must be communicated to the client prior to the commencement of further therapy.

In consideration of the issue of confidentiality associated with the position of therapist of the Plexus system, therapists may not make any public comment upon the operations of the Plexus system or anything associated with the Plexus system. Public comment includes publication by whatever means or cause or permit same to be published.

Therapists who speak in public regarding articles already published do so, on the grounds that they express their own opinion and nothing shall be construed as being the opinion of the Plexus system.

Therapists shall not speak to the media on behalf of Plexus, anything said within the confines of the Plexus system shall not be disclosed to the media or any member of the public. The relationship of confidentiality between any branch of the Institute and its therapists is at all times required for the proper functioning of the Institute.

Therapists who wish to speak to the media as regards advertising must first consult with the Institute.

Therapists who speak in public must at all times be aware of the 'Code of Conduct' and shall not breach any provision attached thereto.

Only matters spoken in public by a therapist or therapists which affect the operations of the Plexus system in its professional capacity can be considered by the Institute.

Therapists may never speak to the press or other media on behalf of their clients as regards treatment received or receiving.

Therapists shall not promote, seek to promote, encourage or seek to encourage anything in any statement, written or otherwise, which is contrary to their own knowledge or professional opinion or which they know to be misleading such that will discredit the Plexus system.

Therapists who receive instructions or requests from relatives to carry out the practice of the Plexus system of Bio-Energy on him or her are under a duty to treat all or any information received by them during the course of such treatment as confidential.

Therapists are at all times encouraged by the Institute to volunteer their professional skills to a good cause and contribute to public education concerning the discipline of the Plexus system.

## **Relations between Plexus Therapists and the Institute of Plexus Bio-Energy:**

Plexus Bio-Energy, having its registered offices at 6a, Bindon Street, Ennis, Co. Clare is the sole body afforded the operations of the Plexus system.

The Institute of Plexus Bio-Energy will at all time assist registered therapists when needed to discuss any concern which they may have. Where therapists have concerns regarding any aspects of the Plexus system or where information comes to light, therapists are encouraged to contact the Institute forthwith.

All practicing therapists registered with the Plexus system shall be members of the Plexus Institute and shall have the right to practice the Plexus system accordingly.

The Plexus Institute shall maintain a register of all practicing therapists and upon the completion of the Plexus course by therapists, the Institute will cause the names of those qualified to be entered to that register.

It is the responsibility of all therapists to notify the Institute in writing of any change in their practice address, contact details and same must be furnished to the Institute at the earliest possible opportunity.

Therapists must also inform the Institute in writing of any alteration in circumstances such that would affect their position as Plexus therapists or such as would affect their ability as therapists.

Therapists must inform the Institute in writing of any complaints (of which they are aware) against them or any disciplinary action taken against them by any other professional body.

It is the duty of the therapist to make available all relevant information requested as a result of an investigation by any appointed officer of the Institute, such duty extends on the therapist to comply fully with the requirements set forth in the Complaints and Disciplinary procedure to which they subscribe.

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## **Practicing Certificates and Continued Professional Development:**

It shall be a requirement that all therapists in the Plexus system of Bio-Energy hold a current practicing certificate, subject to annual fee, in accordance with this Code of Conduct.

Therapists must maintain their professional competence throughout their professional career; therefore therapists are required to attend Continuing Professional Practices when advised by the Institute.

Therapists shall be required to submit details regarding their continued professional development undertaken.

The Institute shall specify the requirements to hold such Practicing Certificate and the method of issuing, suspending or revoking same. Therapists shall comply with the rules governing such issuing, suspension or revocation.

Practicing certificates shall commence at the beginning of every year and shall remain in force for that year or until the Institute decides otherwise.

**Fees:**

Therapists base their fees upon treatment to be carried out and are entitled to charge for treatment undertaken. All fees which shall become payable to the therapist must be communicated to that client prior to any treatment being carried out or where so requested by a client, inform that client of a fee payable.

Nothing in this rule shall operate to inhibit therapists from carrying out treatment on a pro-bono basis.

**Other Rules and Waiver.**

The Institute has authority to waive the application of any of the provisions of this Code of Conduct and same may be waived at anytime by the Institute. This waiver shall only apply where it is considered to be in the best interest of the Institute, the therapist, the client and the general public

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