   
A. Responsibilities of the Ethical and Professional Practices Committee

   1. The Ethical and Professional Practices Committee of the National Association of School Psychologists (NASP), hereinafter referred to as the Ethics Committee, shall be responsible for interpreting and applying standards regarding the ethical and professional conduct of NASP members and individuals credentialed by the National School Psychology Certification System (NSPCS), hereafter referred to as Nationally Certified School Psychologists (NCSP).

   2. The purposes of the Ethics Committee are: a) to promote and maintain ethical conduct by school psychologists; b) to educate school psychologists regarding NASP ethical standards; and c) to protect the general well-being of consumers of school psychological services.

   3. The Ethics Committee shall address issues of ethical conduct in advisory, educative, remedial, and, if necessary, adjudicatory roles.

B. Composition of the Ethics Committee

   1. The Ethics Committee consists of six voting members including one Chair, one Co-Chair, and four members appointed from each of the four geographic regions of NASP’s organizational structure: the Northeast, Southeast, Central and Western regions. These positions are appointed by the NASP President for five-year terms and individuals may be reappointed

   2. The NASP President, through consultation with the Ethics Committee, shall appoint up to four nonvoting at-large members of the committee. At-large members support the committee’s purpose of educating school psychologists regarding NASP ethical standards through publication and presentation. At-large members may observe but not participate in adjudication procedures.

   3. A member of the NASP office staff, who is also a school psychologist, shall be designated by the NASP Executive Director to serve as a liaison between the Ethics Committee and the NASP office. This individual may participate in Ethics Committee deliberations but may not vote. The NASP President, other NASP officers, the Professional Standards Program Manager, and the Executive Director, as appropriate, are considered ex-officio and nonvoting members of this committee.

C. Scope and Authority of the Committee

   1. The authorized opinions of the Committee, which is charged by NASP with the administration and interpretation of the ethical principles, shall be binding on all NASP members and nonmember NCSPs who hold a certificate issued by the National School Psychology Certification Board (NSPCB).
2. The Committee’s actions shall be guided and informed by applicable governmental laws, and the most recent versions of the NASP Principles for Professional Ethics, the Bylaws of the Association, the NASP Operations Handbook, as well as any published advisory opinions developed by the Ethics Committee. The Committee may consult and cite other relevant legal and ethical codes in support of its recommendations and actions.

3. When a complaint is received about a nonmember, the Ethics Committee has authority only if the nonmember is a Nationally Certified School Psychologist (NCSP). Otherwise, the Ethics Committee may act only in an advisory or educative manner and has no authority to investigate the case or to sanction the conduct of a nonmember.

4. Questions and complaints about the actions of other professional organizations, employers, supervisors and the like may be referred to the Ethics Committee for advisory purposes. However, the Committee has authority only over the professional conduct of individual NASP members and NCSPs.

D. Ethics Advisory Panel

The NASP President, through consultation with the Ethics Committee, shall appoint an advisory panel consisting of NASP members with expertise in the area of ethics and professional standards. This panel may be called upon as needed to assist the Ethics Committee or to serve as members of an Independent Appeals Committee or Review Committee as described in Sections IX and of these Procedures. Advisory Panel members will serve a five year term and may be reappointed by the President.

II. Promotion of Ethical and Professional Practices

A. The Committee’s educational efforts include personal contact with members, publication of advisory and position papers, newsletter and scholarly articles, presentations and web page resources. The Committee promotes an ethical and professional problem-solving model rather than merely prescribing conduct to NASP members and NCSPs.

B. The Committee may collaborate with ethical and professional practice committees within the NASP-affiliated state associations and with other credentialing bodies.

III. Responding to Questions about Ethical Conduct and Professional Practices

A. One of the Ethics Committee’s functions is to respond to questions and concerns from both members of NASP and the public. This is intended to be advisory or collaborative in nature and is typically accomplished through informal communication via telephone and e-mail between the person raising questions or concerns and designated Committee members.

B. The Committee’s web page provides contact information so that individuals who have questions about ethical conduct may contact members of the Ethics Committee. Questions addressed to the NASP office staff that are not addressed
by the Committee’s web resources will be directed to the Ethics Committee Chair.

C. Committee members must use discretion regarding their ability to respond to questions and must qualify their answers as not necessarily representing the Association’s or the Committee’s official positions. In responding to questions, Committee members may:
   1. Provide clarification of the NASP Principles,
   2. Advise regarding published resources,
   3. Refer questions to appropriate state or local educational organizations or advocacy groups,
   4. Encourage collaborative problem-solving, or
   5. Consult with other Committee or Ethics Advisory Panel members for additional opinions before responding.

D. Committee members will maintain a log of ethical questions they have addressed to inform the Committee’s educative and preventive efforts.

E. When the nature of a question and subsequent discussion suggests that ethical misconduct by a member or NCSP may have occurred and reasonable attempts by a potential complainant to resolve the matter have failed, the committee member will suggest that an ethical complaint should be initiated.

IV. Initial Responses to Complaints about Ethical Misconduct

A. At its discretion, the Ethics Committee may respond to complaints from any responsible individual or group of individuals in accordance with these procedures. Complainants need not be members of NASP or affiliated state associations. In general, however, anonymous letters, e-mails, or phone calls will not be recognized.

B. The Committee recognizes that complaints may involve both ethical violations and legal or contractual matters. At its discretion, the Committee may determine that a complaint may also be appropriately investigated by another body and may additionally refer a complainant to such a body.

C. When feasible, the Ethics Committee attempts to resolve complaints through communication and discussion with the involved parties. The goal of such efforts is to resolve the matter without necessarily determining whether any of the individuals involved engaged in unprofessional conduct. In some cases, the Chair will assign the complaint to an Ethics Committee member for attempted resolution. If differences cannot be resolved, the Chair will be advised and the Committee will proceed with further investigation.

D. Formal complaints regarding ethical misconduct must be made in writing and mailed or submitted in digital form to the Chair of the Ethics Committee. A complaint form is available at [www.nasponline.org/standards](http://www.nasponline.org/standards) or by mail or e-mail from the Chair. The ethical complaint form includes relevant demographic information and a statement authorizing the release of information related to the
complaint. It must include or accompany a written statement regarding the 
alleged misconduct as well as the specific enforceable NASP ethical 
principle(s) and/or corollary standard(s) that appear to have been violated. The 
statement must be signed by the complainant.

E. After receiving a complaint, the Chair will determine if the individual against 
whom the complaint is made (hereinafter referred to as the respondent), is a 
member of NASP or an NCSP. If the respondent is not a member of NASP or 
an NCSP, the complainant shall be so advised and when appropriate, referred 
to other agencies or associations that could have authority in the matter.

F. If the respondent is a member of NASP or an NCSP, the Chair will review the 
complaint. If the Chair determines that the alleged misconduct, even if true, 
would not constitute a significant violation of an enforceable NASP principle or 
standard, the Chair will notify the complainant that the matter will not be 
investigated further as a complaint. At the Chair's discretion, the complainant 
may be referred to other agencies and/or associations that could have authority 
in the matter. In making this determination, the Chair may seek advice from 
other Committee members as appropriate.

G. If the information obtained from the complainant is insufficient to make a 
preliminary determination regarding the possible misconduct, the Chair may 
request clarification and/or additional information from the complainant.

H. Even if the complaint appears to be a possible violation of the Principles, the 
Chair may decide that a particular complaint would be more appropriately 
addressed in another venue. If so, the complainant will be advised of the 
reason and referred appropriately.

I. Except in the case of sua sponte actions (see Section VII of these 
Procedures), the complaint process requires disclosure of the complainant's 
identity and permission to release that identity to the respondent.

J. When a complaint has been accepted and necessary documentation has been 
received from the complainant, the Chair will inform the respondent, in 
writing, with the envelope marked “confidential,” (with delivery 
confirmation requested) that a complaint has been filed against him or her. 
This letter will describe the nature of the complaint, indicate the specific 
enforceable NASP principle(s) and/or corollary standard(s) that appear to 
have been violated, and request the respondent’s response to the complaint. 
The respondent will be advised of the online address where digital copies of 
the NASP Principles, these Procedures, and any pertinent advisory opinions 
of the Ethics Committee may be accessed. In instances where the respondent 
does not have access to online resources, copies of the above-mentioned 
documents will be provided.

K. If the respondent acknowledges the alleged ethical misconduct, the 
Committee will proceed to disposition of the complaint as provided in 
Section VIII.
V. Procedures for Unresolved or Contested Ethical Complaints

A. If the preceding steps do not resolve the ethical complaint, the Chair will notify the respondent in writing (with delivery confirmation requested) that a formal investigation is being instituted. If necessary, the complainant will be asked to provide additional statements outlining his or her view of the situation and to provide any supporting evidence or documentation pertinent to the complaint. The Chair's letter shall inform the respondent that a lack of cooperation may result in action leading to termination of the respondent’s NASP membership.

B. If the respondent does not reply to the notification within 30 days, request additional time, or otherwise cooperate with the Committee, the Committee may continue its investigation, noting in the record the circumstances of the respondent’s failure to cooperate.

C. The complainant may be kept informed of the progression of the complaint to each successive level of these procedures. If necessary, the complainant may be asked to provide additional information or clarification. In most cases, if the complainant wishes to withdraw the complaint, the investigation will be terminated. However, in situations with a potential to affect public welfare or NASP itself, the Committee may continue the investigation as a *sua sponte* action. (See Section VII).

D. In most cases, NASP will not regard a member as having resigned or membership as having lapsed (regardless of whether dues are paid) while there is a complaint pending before the Ethics Committee unless he or she submits an affidavit stating that:

1. The resignation is free and voluntary;
2. He or she is aware of the allegations of misconduct;
3. He or she acknowledges that the material facts upon which the complaint is based are true; and
4. He or she submits the resignation because he or she knows that if charges are predicated on the misconduct under investigation, he or she could not defend him or herself successfully against them.

E. Following receipt of any required additional information from the respondent and complainant, or in the case of failure to respond, the Committee will review all relevant materials and determine whether further inquiry by correspondence or other means is necessary. Otherwise, the Committee will resolve the complaint as described in Section VIII of these Procedures.

VI. Procedures Regarding Disciplinary Actions by Other Bodies

A. When necessary, the Ethics Committee may issue a *Show Cause Notice* to a member of NASP or an NCSP based upon actions of other recognized credentialing or adjudicating bodies. These *show cause* procedures may be used if the Ethics Committee determines that the following actions have occurred:
1. A member has been convicted of a felony or equivalent criminal offense likely to affect professional reputation and effectiveness.

2. A member has had a practice credential revoked or suspended by a state, provincial, or local board or similar entity as a result of ethical or legal violations,

3. A member has voluntarily surrendered a credential to practice as a result of ethical or legal violations.

B. When the Ethics Committee determines that it is appropriate to use the show cause procedures, the respondent will be notified that he or she has 30 days within which to show good cause as to why his or her membership should not be terminated or be subject to other dispositions. Documentation upon which the Show Cause Notice is based may be provided to the respondent if necessary.

C. Within this 30-day period, the respondent may request a review of the case and provide evidence that the recognized tribunal or adjudicating body did not follow its procedures. At that point, the Ethics Committee may exercise its discretion to conduct an investigation, including seeking additional information from the respondent or others, and/or make recommendations consistent with the provisions identified in Section IX of these Procedures.

D. Failure to respond within the 30-day period—or seek an extension—may result in the respondent being notified that the Ethics Committee will act on the case without his or her input in accordance with Section IX.

E. Upon receipt of the respondent's request for review and supporting statement and other documentation, the Committee will review the case. Following this review the Committee shall vote to take one of the actions specified in Section VIII to resolve the matter.

VII. Procedures for the Committee's Initiating Ethical Complaints (Sua Sponte Actions)

A. In some instances, the Ethics Committee may initiate an ethics complaint by its own volition. Situations in which the Committee may vote to initiate such sua sponte actions include, but are not limited to, the following:

1. When documentation appears in the public domain of a possible ethical violation. However, the Committee may only initiate a sua sponte complaint after the documentation has been provided to the potential respondent with an opportunity for a response to the material.

2. Anonymous reports are received of an NCSP or NASP member's having engaged in egregious ethical misconduct that has the potential to injure the Association or its membership, or to adversely affect the Association’s reputation, or that is clearly inconsistent with, or destructive of, the goals and objectives of the Association.

3. Situations involving members in hierarchical relationships (e.g., professor-
student, supervisor–supervisee, therapist–client, etc.).

4. Situations where a complaint by a member about another member is considered by the Ethics Committee to be frivolous or vengeful. Making frivolous or vengeful complaints or complaints intended to harm a member rather than protect the public is a violation of the *Principles*.

**VIII. Disposition of Ethical Complaints**

A. When the Ethics Committee has obtained sufficient information with which to reach a decision, the Chair will direct the Committee to vote on one or more of the following dispositions:

1. **Dismiss the complaint on the basis of one of the following:**
   a. **No Violation**: The ethics complaint may be dismissed if the Committee finds that the respondent has not committed an ethical violation.
   b. **Insufficient Evidence**: The Committee may find insufficient evidence of an ethics violation.
   c. **Violation Requires no Further Action**: The Committee determines that a violation has occurred, but it constitutes a minor or technical violation that requires no further action.

2. **Review corrective measures already taken by the respondent and judge them sufficient to resolve the complaint.**

3. **Require the respondent to take corrective measures to modify or stop certain activities or practices;**

4. **Censure or reprimand the respondent.** This may include a recommendation that the respondent be prohibited for a specified period of time from participating in NASP leadership activities, representing NASP at public forums, authoring NASP publications, and/or contributing to NASP periodicals.

5. **Require that the respondent provide restitution to, or apologize in writing to, an individual or organization harmed by the respondent’s unethical conduct;**

6. **Require the respondent to engage in education, training, or supervision;**

7. **Require the respondent to participate in an evaluation to determine possible need for mental health services.**

8. **Recommend to the NASP Board of Directors that the individual’s membership be terminated for a specific period of time with a possibility of reapplying.** (See section XIII).

9. **Recommend to the NSPCB that the NCSP credential be revoked.**

10. **Any combination of the actions identified in 2 through 9 above.**

B. When the Committee imposes dispositions 2–6 above, the respondent will be designated as a Probationary Member until all requirements of the disposition are
completed.

C. The Chair shall expeditiously inform the respondent in writing of the Ethics Committee’s decision. Within 30 days of this notification, the respondent may request a review or hearing regarding the Committee's decision(s). Such a request shall be in writing and directed to the President of the Association.

D. In the case of a recommended termination of NASP membership or revocation of the NCSP credential, the respondent may request a hearing before an Independent Appeals Committee per Section X below.

E. In the case of any other recommendation, the respondent has the right to a review of the Committee's decision per Section IX below.

IX. Procedures for Decision Review

A. Committee decisions regarding disposition of ethical complaints are subject to review. For decisions other than recommended termination of membership or revocation of the NCSP credential, the respondent is entitled to a review of the record (but not a hearing) by a three member Review Committee. In requesting a review, the respondent may only assert that one or both of the following has occurred as justification for a review:

1. The Ethics Committee deviated from these Procedures in a manner that materially affected the outcome of its investigation.

2. The Ethics Committee imposed an excessively harsh consequence on the respondent.

B. Citing one or both of the preceding reasons and providing a detailed rationale, the respondent must make a written request for review to the President of the Association. In general, the President will grant a review if the request provides sufficient justification.

C. Upon approving a request for review, the President will appoint three members of the Ethics Advisory Panel who have had no prior connection with the case and designate one appointee to chair the Review Committee. The President shall ask potential designees about any possible conflict of interest and accept their recusal if a conflict is evident.

D. The Ethics Committee Chair will provide copies of the written record of the case to the Review Committee Chair and will respond to any requests for additional information about, or clarification of, the Ethics Committee's actions.

E. The Review Committee will proceed expeditiously to review the written record and by a simple majority vote, decide on recommendations to the Ethics Committee. The Review Committee will submit its recommendations in writing to the President and to the Ethics Committee Chair.

F. The Ethics Committee will not be bound by the recommendations of the Review Committee but must consider them and decide whether to revise its previous recommendations regarding disposition of the case.

G. Appeals by anyone other than a respondent will not be entertained.
X. Procedures for an Independent Appeals Committee Hearing

A. Following receipt of an Ethics Committee decision that a membership should be terminated or an NCSP credential should be revoked, a respondent has the right to request a hearing. This request must be made within 30 days after the respondent’s receipt of the Ethics Committee’s decision and must be made in writing to the President of the Association.

B. If a respondent requests a hearing, the President shall select three members of the Ethics Advisory Panel, none of whom shall be members of the Ethics Committee or have had any prior connection with the case. The President shall ask potential designees about any potential conflict of interest and accept their recusal if a conflict is evident.

C. When the three-member Independent Appeals Committee (IAC) is selected, the President shall appoint a chairperson from the members of the group who shall conduct the hearing and assure that the procedures are properly observed.

D. The IAC Chair with the concurrence of the respondent shall expeditiously set the date of a hearing. The location of the hearing will be determined by the IAC Chair taking into account the travel burdens on all involved parties. Conducting a hearing by video conference may occur at the discretion of the IAC Chair. The respondent will be responsible for any personal costs for travel, accommodations and other related expenses for the hearing.

E. At least 30 days prior to the hearing, all parties will provide to the IAC Chair copies of all documents to be presented and disclose the names of any witnesses who will be called to testify at the hearing.

F. Presentation of the Ethics Committee’s findings shall be the responsibility of the Ethics Committee Chair, or such others as the Ethics Committee have designated. Legal counsel for the Association may participate fully in the presentation of the case. The respondent, at his or her own financial expense, shall have the right to counsel, to present witnesses and documents and to cross-examine the witnesses offered by the Ethics Committee. All evidence that is relevant and reliable, as determined by the IAC Chair, shall be admissible.

G. The hearing will be closed to the public and witnesses will be present only during their testimony and any cross examination. The hearing may be adjourned as necessary and the Ethics Committee and respondent may introduce rebuttal evidence. In the interest of obtaining a full and accurate record of the hearing and at the discretion of the Independent Appeals Committee and the respondent, a tape recorder or other transcription device may be used.

H. If at least two of the three IAC members vote to uphold the Ethics Committee's recommendation for membership termination or revocation of the NCSP, the IAC Chair will send the decision to the NASP Board of Directors and/or to the NSPCB for further action.

I. If the IAC does not uphold the Ethics Committee’s recommendation for membership termination, the IAC Chair will send the decision to the NASP Board
of Directors, along with recommendations for further action by the Ethics Committee. If the IAC does not uphold the Ethics Committee’s recommendation for revocation of the NCSP, this will be reported by the IAC Chair to the NSPCB, along with recommendations for further action by the .

J. At the conclusion of the hearing, the IAC shall expeditiously provide a report and recommendations simultaneously to the NASP President and to the respondent.

XII. Responsibilities of the NASP Board of Directors

A. As long as it has not been appealed by the respondent within the specified time limit, the Board of Directors shall adopt the recommendation of the Ethics Committee for expulsion of a member, unless by majority vote it determines that the NASP Principles and/or these Procedures have been incorrectly applied.

B. Upon receiving the IAC’s recommendation to uphold the Ethics Committee’s recommendation for termination of membership in a case that has been appealed, the Board of Directors shall adopt the IAC’s recommendation, unless by majority vote it determines that the NASP Principles and/or these Procedures have been incorrectly applied.

C. In the event that the Board of Directors does not adopt the recommendation of the Ethics Committee or the Independent Appeals Committee for termination of membership, the case will be remanded to the Ethics Committee which will determine the need for further action.

D. The Ethics Committee Chair shall inform the respondent and may inform the complainant of any final action taken by the Board of Directors.

XII. Reporting Ethical Violations

E. The Ethics Committee Chair shall report to the NASP Leadership Assembly at its next regularly scheduled meeting the names of any members whose membership has been terminated, and the ethical principle(s) involved. Actions involving individuals who hold a certificate issued by the NSPCB will be reported to that Board in a timely manner.

F. Periodically, the Ethics Committee shall submit a report to the Board of Directors and Leadership Assembly describing the number and types of ethical cases resolved by the Committee. This report will not include the identity of the respondents.

G. In cases of egregious conduct and when the welfare of the public may be at stake, or when the Ethics Committee deems it necessary to maintain the principles of the Association and the profession, it may also notify affiliated state and regional associations and any relevant state and local licensing and certification boards of the final disposition of a case. Any other interested parties, including the respondent’s employer, may be notified of the final action when, in the opinion of the Ethics Committee, notification is necessary for the protection of the public or the profession. Furthermore, public notice of the final disposition of an ethics investigation may be posted at the NASP website under “Notice of Disciplinary Action.” This notice includes the name of the respondent, the ethical standards
that were judged to have been violated, and the NASP EPPC’s disposition of the case.

XIII. General Procedures

A. The Committee is responsible for revising and amending these procedures in a timely manner and submitting them to the NASP Board of Directors for approval.

B. Conduct of Ethics Committee Members

1. Members of the Ethics Committee recognize that their role is an important one, involving the rights of many people, the reputation of the profession and the careers of individual professionals. Therefore, they must be alert to personal, social, organizational, financial or political situations or pressures that might lead to misuse of their influence. The objective with regard to the individual shall, whenever possible, be constructive and oriented toward problem-solving, rather than disciplinary in nature.

2. At all times, Committee members must be alert to potential conflicts of interest or the appearance of conflicts of interest. When necessary, they may and should recuse themselves from further participation in any case in which they find such conflicts.

3. When responding to complaints, members of the Ethics Committee have the responsibility to consider the merits of the complaints, to act in an unbiased manner, to work expeditiously, and to safeguard the confidentiality of the Ethics Committee’s activities and deliberations. Ethics Committee members and their designees have the added responsibility to follow procedures that safeguard the rights of all individuals involved in the complaint process.

4. The conduct of Ethics Committee members is subject to the scrutiny of their colleagues on the Ethics Committee. Any actions that violate the letter or spirit of these procedures or the NASP Principles could result in a report to the Strategic Liaison for Professional Standards for further action.

C. Timelines and Time Limits

1. The Committee and the Association will make a good faith effort to meet the timelines and other provisions specified in these Procedures. However, the Committee's or Association's failure to meet a timeline requirement will not preclude resolution of an ethics complaint. Complainants and respondents are required to comply with all timelines specified in these procedures. Extensions of the timelines for good cause may be granted by the Chair or President. Such requests must be submitted in writing or e-mail.

2. In general, the Ethics Committee may consider a complaint against a member or NCSP only if the complaint is received less than three years after the alleged misconduct occurred, unless otherwise required by law, or as stipulated in these Procedures. At the discretion of the Ethics Committee, exceptions to this time limit may be made when a complaint involves gross scientific misconduct or serious allegations such as sexual misconduct, felony conviction, or other behavior likely to cause substantial harm to the public or
profession.

D. Record Keeping

1. The Ethics Committee will maintain appropriate records regarding the number and nature of all written complaints filed against NASP members and Nationally Certified School Psychologists.

2. Relevant materials associated with completed adjudication matters will be stored and maintained by the Ethics Committee (either on paper or digitally) for a minimum of five years after the matter is closed. In cases in which a member loses membership for reasons related to an ethics complaint, these records will be kept indefinitely. Adjudication materials to be maintained will include records associated with the initial complaint; all written correspondence between members or designees of the Ethics Committee and complainants or respondents; summaries of meetings or phone conferences held to discuss the complaint; and final Ethics Committee recommendations and decisions relative to the complaint. Adjudication materials will remain confidential with restricted access.

E. Communication and Confidentiality

1. The Ethics Committee shall assure the responsible use of all information obtained.

2. All information concerning the Ethics Committee's actions shall be confidential, except when information should be released to protect the interests of complainants, respondents, members of the public, or the Association.

3. The Committee will safeguard the confidentiality interests of all parties involved in an investigation.

4. The Committee's activities may be discussed and records shared among Ethics Committee members and ex-officio members, as well as Ethics Advisory Panel members who have been appointed to review cases or conduct hearings to appeal Committee decisions.

5. In general, communication with respondents that is related to timelines or requires proof of delivery shall be in writing and delivered by mail with delivery notification requested. The Committee will regard mail as having been delivered to the respondent upon receipt of delivery notification.

6. Electronic mail and digital file attachments may be used to expeditiously accomplish the work of the Committee. Reasonable attempts will be made to assure confidentiality of such media including the use of password-protected files as appropriate.

F. Committee Voting Procedures

1. All actions requiring a Committee decision must be approved by a majority of the Committee members voting. A quorum of at least four members is necessary for decisions requiring voting. In the event that a quorum cannot be
established due to a member's recusal, the Chair may select a replacement from the Ethics Advisory Panel.

2. A majority decision of the Ethics Committee shall be binding on the Association unless overturned by the Independent Appeals Committee or Board of Directors, in accordance with the procedures outlined herein (Sections IX and X).

G. Special situations involving complaints:

1. When a complaint is made against a member or NCSP involving behavior similar to previously alleged behavior in a case that has been resolved, the records of the previous case may be considered in connection with a new complaint.

2. When a matter related to a complaint has been or is presently before another regulatory body or legal entity, the Committee may, at its discretion, either proceed with or postpone an investigation.

3. When the Committee receives two or more complaints about a member, the Committee may decide to investigate them simultaneously. If the Committee investigates cases simultaneously, reasonable attempts will be made to protect the confidentiality interests of all parties.

4. While investigating a complaint, the Committee will not consider a complaint from the respondent against the complainant. After a complaint is resolved, the Committee may consider countercharges by a respondent.

5. The Committee may bring charges against a complainant if the initial complaint is judged by a majority of Committee members voting to be frivolous and/or intended to harm a respondent rather than to protect the public.

H. Referrals from the NSPCB and the Membership Committee

The Committee serves in an advisory capacity to the NSPCB in matters involving initial eligibility for certification and to the Association's Membership Committee regarding initial applications for membership.

I. Reapplication of Terminated or Resigned Members

1. The Committee has jurisdiction over the reapplication of a NASP member whose membership has been terminated or one who has resigned during an ethics investigation or before completing stipulated corrective measures.

2. It is incumbent on a former NASP member who is reapplying for membership to demonstrate to the Committee's satisfaction that he or she is has completed any required remedial actions previously imposed by the Committee and/or other regulatory bodies.

J. Reinstatement of Probationary Members

1. As presented in Section VIII the Committee may require that a member or nonmember NCSP engage in various remedial or compensatory activities as part of a disposition.
2. When a Probationary Member has completed all dispositional requirements, the member may request that the Committee reinstate him or her to the previous membership status. The member on probation must submit appropriate statements and documentation to justify the request.

The Committee wishes to acknowledge prior work by the American Psychological Association and the National Board of Certified Counselors as sources for some of these procedures. These procedures were revised and adopted by the NASP Executive Council in December 2007 and by the NASP Board of Directors in July 2014. A digital version of these procedures is available at www.nasponline.org/ethics.