

Ultra Depth International
Practitioner's, Facilitator's and Educator's
Ethics Manual

Ethics - Guidelines - Agreement

ETHICS

***Ultra Depth* International**

Practitioners, Facilitators and Educators Code of Ethics

In the public interest and for guiding the professional conduct of the ***Ultra Depth*** Process Practitioner, Facilitator and Educator, ***Ultra Depth*** International has developed this Code of Ethics to assure the continuing quality of the ***Ultra Depth*** Process and the professionalism of its Practitioners, Facilitators and Educators. Since some Practitioners, Facilitators and Educators are also accountable to professional licensing boards, those Practitioners, Facilitators and Educators are expected to abide by the ethical codes, and the professional policies of those boards. ***Ultra Depth*** Practitioners, Facilitators and Educators will also abide by the laws and statutes of their local, regional, and national geographic locales.

Principles and Standards of Ethical Conduct:

Ultra Depth Process Practitioners, Facilitators and Educators are accountable at all times for their actions, and avoid behaviors that are clearly in violation of accepted moral and legal standards. An ***Ultra Depth*** Practitioner, Facilitator and/or Educator must maintain the highest standards of professional conduct towards both the individual and society. The ***Ultra Depth*** Practitioners, Facilitators and Educators provide professional services with objectivity and with respect for the unique needs and values of individuals.

The Client and Student Relationship

The ***Ultra Depth*** Practitioners, Facilitators and Educators will first do no harm to anyone, including all clients. The Practitioner, Facilitator and Educator must respect and promote the welfare of clients and offer only those services in which they have been adequately educated and supervised.

Ultra Depth Practitioners, Facilitators and Educators avoid exploiting the trust of their clients, fostering dependent relationships or dual relationships with clients. The ***Ultra Depth*** Practitioner, Facilitator and Educator must maintain adequate professional boundaries and avoid emotionally manipulating the client by acting in a superior, inferior, parental, or authoritarian manner. The ***Ultra Depth*** Practitioner, Facilitator and Educator will not engage in activities that seek to meet personal needs at the expense of the client.

The ***Ultra Depth*** Practitioner, Facilitator and Educator will avoid or terminate client relationships where his or her services are inadequate for the client's needs. The ***Ultra Depth*** Practitioner, Facilitator and Educator will make appropriate referrals.

The ***Ultra Depth*** Practitioners, Facilitators and/or Educators do not engage in or condone sexual harassment. The ***Ultra Depth*** Practitioners, Facilitators and Educators will refrain from any type of sexual, physical, or romantic intimacies with clients, their immediate family, or any former clients for a minimum of two years beyond the last professional contact. Students must have fully completed their education and have graduated from a student status to a Practitioner, Facilitator or Educator status before any intimate relationship may be pursued.

If a ***Ultra Depth*** Practitioner, Facilitator or Educator is called upon to perform potentially conflicting roles to two or more persons who have a relationship, they clarify, adjust, or withdraw from those roles appropriately.

Ultra Depth Process Practitioners, Facilitators and Educators are aware of the impact of stereotyping and discrimination and maintain respect for the individual rights and personal dignity of the client.

Confidentiality

The ***Ultra Depth*** Practitioners, Facilitators and Educators protects confidential information and makes full disclosure about any limitations on his/her ability to guarantee full confidentiality.

Record-Keeping and Administrative Considerations

The ***Ultra Depth*** Practitioner, Facilitator and Educator establishes fee structures, and pricing and billing policies based on fairness and integrity and communicates that information honestly and openly to the student and/or client in advance.

Both student and client records as well as case notes should contain accurate and factual data and may not be released to others without the student's and/or client's written consent. Students and/or clients have a right to inspect their records. Records should be maintained for five years and then destroyed. Student and client information must be stored and transmitted in a secure manner.

Relationship to Other Professionals and Organizations

Ultra Depth Process Practitioners, Facilitators and Educators in organizations strive to assist those organizations in maintaining high standards of professional conduct and in providing competent and professional ethical services.

A **Ultra Depth** Practitioner, Facilitator and Educator must not be influenced merely by personal benefit, professional advancement, or monetary rewards but must work and live with honesty and integrity.

Presenting Information to the Public

Ultra Depth Process Practitioners, Facilitators and Educators must not engage in activities that might lead to a misuse of influence. They must not mislead nor allow others to mislead the public as to their experience, credentials, or qualifications.

When presenting information to the public, the **Ultra Depth** Practitioner, Facilitator and Educator presents substantiated information and interprets controversial information without personal bias, recognizing that legitimate differences of opinion exist. The **Ultra Depth** Practitioner, Facilitator and Educator recognizes and exercises professional judgment within the limits of his/her qualifications and collaborates with others, and seeks counsel.

Use of Intellectual Property

Ultra Depth Practitioners, Facilitators and Educators do not engage in plagiarism, copyright infringement or any international or local trademark violations. **Ultra Depth** Practitioners, Facilitators and Educators respect the rights of others intellectual property as well as James R. Ramey's and **Ultra Depth** International.

Ultra Depth Practitioners, Facilitators and Educators will acquire proper permission in writing from the legal owner of said intellectual property, if they wish to use any part of the owner's intellectual property. Both parties must enter in legal agreement that clearly defines the parameters of use for the owners intellectual property. If an agreement for use is not granted then the **Ultra Depth** Practitioner, Facilitator and/or Educator will immediately refrain from any further use of the owners intellectual property.

Personal and Professional Development

The **Ultra Depth** Practitioner, Facilitator and/or Educator have the responsibility to develop his/her own professional skills, knowledge, and performance and to keep abreast of changes in the field. The **Ultra Depth** Practitioner, Facilitator and Educator utilizes practices based on proven principles and current information.

An **Ultra Depth** Practitioner, Facilitator and/or Educator will establish a meaningful relationship with his or her own Subconscious approaching life in partnership for the highest possible good for themselves, their students and clients as well as all other individuals.

Practitioner, Facilitator and Educator Accountability

Violations of these ethical standards may result in withdrawal of **Ultra Depth** classification, association affiliation and support.

The **Ultra Depth** Practitioner, Facilitator and/or Educator has the obligation to voluntarily withdraw from practice if he or she cannot adhere to the professional standards in this code due to physical, mental, or emotional impairment, and should not resume practice until the impairment has been corrected.

GUIDELINES

Guidelines for *Ultra Depth* Practitioners, Facilitators and Educators

The following **Guidelines for *Ultra Depth*** Practitioners, Facilitators and Educators have been developed in order to provide a guarantee to the public that any person wishing to avail themselves of education in the ***Ultra Depth Process***, at any time and in any place, and can do so with the assurance that their education and training meets the high standards of quality instruction set by the ***Ultra Depth International*** training programs. We want all persons to be confident that the services they receive is in accordance with ***Ultra Depth International***, and that the Registered Practitioner possess high professional ethics, and that they are committed to the belief that the ***Ultra Depth Process*** is rightfully an unencumbered, natural expression of the mind and body connection.

I. DEFINITION: A registered ***Ultra Depth*** Practitioners, Facilitators and Educators is defined as a person who has been educated by ***Ultra Depth International*** and who has otherwise met all requirements for initial registration and annual renewal of their affiliation with ***Ultra Depth International***.

II. QUALIFICATIONS: A candidate for registration as a ***Ultra Depth Educator*** must be educated by ***Ultra Depth International*** only.

III. REGISTRATION: A candidate for registration will be granted a registration document and a number upon completion of the official program taught by an authorized faculty member of ***Ultra Depth International*** and upon submitting a successfully completed set of exams and new independent study forms.

In addition, the Practitioner, Facilitator and/or Educator must have on file with ***Ultra Depth International*** a signed **Guidelines for *Ultra Depth* Practitioners, Facilitators and Educators** form, indicating they understand the terms and agree to abide by them. Requests for exception to any of these terms must be submitted in writing for review and determination by the Board of Advisors of ***Ultra Depth International***.

IV. PRACTICE: Only Practitioners, Facilitators and Educators currently registered with ***Ultra Depth International*** may use the ***Ultra Depth Process*** in combination with other hypnosis trainings but, may not delete, substitute or modify the prescribed format without express permission of ***Ultra Depth International***.

However, use of the staging process must be explained as such and clearly identified as the ***Ultra Depth Process***, and must be appropriately labeled in

any advertising brochures and literature.

V. MATERIALS: All ***Ultra Depth*** materials are copyrighted and registered with the U.S. Library of Congress, Copyright Office; and, advertising pieces, and materials specifically designated for distribution.

No ***Ultra Depth*** materials may be reproduced or transmitted for any reason, or at any time, in any form by any means, electronic or mechanical, including photocopy, recording, faxing, or any information storage or retrieval, except for brief quotations, without permission in writing from James R. Ramey the Founder and President.

Only the current the ***Ultra Depth Process*** training manuals and other official ***Ultra Depth*** materials, obtained through ***Ultra Depth International***, may be used in the teaching of the ***Ultra Depth Process***.

Other materials that are appropriate may be used and distributed, provided they are in keeping with the ***Ultra Depth International's*** philosophy and authorized in writing after review of said materials by James R. Ramey.

VI. NAME: The name ***Ultra Depth*** is a registered Trade Name and cannot be used by any persons other than those authorized in writing to do so by James R. Ramey. Those authorized include currently registered ***Ultra Depth*** Practitioners, Facilitators and Educators are registered as faculty members of ***Ultra Depth International***.

Authorized persons may use the name and logo on any promotional materials, business cards, advertising in print, radio, or television, or on any appropriate handouts and materials after receiving written authorization from James R. Ramey.

*Guidelines for **Ultra Depth** Educators - continued*

Articles composed for print in magazines or newspapers must be submitted to **Ultra Depth International** prior to their being submitted to a publication if they specifically use the name **Ultra Depth** or refer to as the **Ultra Depth Process**. The **Ultra Depth Process** may not be used under any name other than **Ultra Depth**.

VII. RENEWAL: Registration with **Ultra Depth International** is renewable on your anniversary date each year. There is no fee for initial registration to the anniversary date. Renewal is required for each and every following year without any fee.

In order to maintain registration and remain as a Practitioner, Facilitator and/or Educator in good standing, **Ultra Depth** Practitioners, Facilitators and Educators may renew their registration on an annual basis by simply submitting a renewal request to **Ultra Depth International** by letter or email.

Renewal requests will not be mailed by **Ultra Depth International**, instead must be voluntarily submitted two (2) months prior to the renewal date by the Practitioners, Facilitators and Educators. If it is not received, they will be removed from the **Ultra Depth International** website and records and placed on inactive status.

Practitioners, Facilitators and Educators who choose to remain inactive for one year or more but desire to retain registration with **Ultra Depth International** and receive notices of information within any year may request to remain inactive in an inactive status and simply submit the required notice information request.

At such time when the Practitioner, Facilitator and/or Educator wishes to return to active status, the Practitioner, Facilitator and Educator may request a change in status and submit a request for renewal registration upon the next renewal date. All information, notices, and updates will be provided to the Practitioner, Facilitator and Educator who is on active status.

Renewal Exhibits Include:

- A copy of the brochure and business card currently in use by the Practitioner, Facilitator and Educator .
- Client case studies from three sessions that occurred within the previous twelve (12) months.
- A signed copy of the **Ultra Depth** Practitioners, Facilitators and Educators Agreement form on file.
- A letter or email requesting renewal.

VIII. USE: Any Practitioner, Facilitator or Educator educated and or affiliated with **Ultra Depth International** may use **Ultra Depth Process** techniques with individual clients. Only members of **Ultra Depth International** faculty is permitted to train and/or educate, in full or in part another individual seeking to use the **Ultra Depth Process** for presentation or use with clients.

IX. EXCEPTIONS/WAIVERS: Request for exception or waiver of any of these guidelines must be submitted in writing to **Ultra Depth International**. Requests will be considered on an individual basis and must be authorized in writing.

X. WEBSITE PROMOTIONS: Any Practitioner, Facilitator or Educator desiring promotion on the **Ultra Depth** Practitioner, Facilitator and/or Educator web page may have their business name, address, telephone number, e-mail and business website listed and linked to the **Ultra Depth International** Registered Practitioners, Facilitators and Educators web page. Permission is authorized by the Practitioner, Facilitator and/or Educator upon the signing of this agreement.

AGREEMENT

Practitioner, Facilitator and Educator Agreement Form

I hereby confirm that I have read and understand the guidelines for **Ultra Depth** Practitioners, Facilitators and Educators and do realize that if I should engage in any activities that are prohibited by word or by intent in the paragraphs outlined previously, I do so with the knowledge that I may be violating copyright and trademark law and/or the principles of **Ultra Depth International**. This may result in the revocation of my registration as an **Ultra Depth** Practitioner, Facilitator and Educator.

Please Print Clearly

Practitioner's, Facilitator's Or Educator's Printed Name

Practitioner's, Facilitator's Or Educator's Signature

Date

Address

City

State/Province

Postal Code

Country

Work Telephone

Extension

Home Telephone

E-mail Address

Web Site Address

Please fill out completely and keep this in this manual as your copy of the information that you gave us.