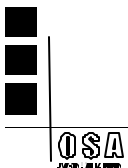




# Ethics

## Tip Sheet

For more information or to schedule a workshop please contact IDEAL at 392-1655 ext. 311



**Ethics is about trust and sense of fair play** – It is knowing how to treat people the right way.

**Make the values you use in decision-making very clear.** Know what your ethical goal is and follow that plan.

**Be aware of the messages you are sending.** Not all values and principles are clearly stated, so think about what you want to convey.

**Be familiar with the ethical principles of your organization.** Keep in mind the ideals you represent as part of that organization.

### Remember the 5 Basic Ethical Principles:

1. Respect Autonomy
2. Do No Harm
3. Benefit Others
4. Be Just
5. Be faithful

**Recognize that ethical decision-making takes time.** Do not act prematurely before all ethical implication of a decision may be reviewed.

### Keys to Group Ethics:

- Maintain high standards of professionalism at all times.
- Maintain confidentiality.
- Respect every individual's personal rights and freedom of choice within the group.
- Inform every member of the purpose, type, duration, and requirements of every group experience.
- Show respect for laws and boundaries and show the importance of compliance.
- Protect the individuality of every group member.

*“Like it or not, every decision we make, every action we take, carries meaning for the individuals around us.”*

### Sources for Ethical Principles:

Kitchner, K.S. (1985), Ethical Principles and Decisions in Student Affairs  
H.J. Canon and R.D. Brown (Eds.) Applied Ethics in Student Services (pps. 17-20)