



The Guild of Analytical Psychologists

Code of Ethics 2025

This Code of Ethics supersedes all previous versions.



The Guild of Analytical Psychologists (G.A.P.) is a charitable company formed by a group of Jungian analysts in 1987. Formerly known as the 'Guild of Analytical Psychology and Spirituality' (G.A.P.), the name was changed in July 2012. Previous references to G.A.P. in all former versions of the Training Standards and allied documents are incorporated into this revised version of the Training Standards as 'G.A.P.'.

G.A.P. is a member organisation of the Council for Psychoanalysis and Jungian Analysis (CPJA), one of the Colleges of the United Kingdom Council for Psychotherapy (UKCP).

Enquiries to:

The Guild of Analytical Psychologists
Registered Office in UK
27 Chandos Avenue
London W5 4EP
UK
Telephone: +44 (0)7884 443 663
Email: rachael@analyticalpsychology.org
Web site: www.analyticalpsychology.org

Equal Opportunities Statement

Members of the Guild of Analytical psychologists are committed to an informed awareness of discrimination on any grounds, including age, disability, gender, marital or civil partnership status, pregnancy or maternity, race, colour, ethnic or national origin, religion or belief, sex or sexual orientation, and to addressing such discrimination.

This Code has been revised to bring it into line with the UKCP Code of Ethics and Professional Practice (2019)

Registered Charity No 1058818
Registered as a Company Limited by Guarantee No 3252741
© The Guild of Analytical Psychologists (G.A.P.)

Table of Contents

| | |
|--|-----------|
| CODE OF ETHICS | 5 |
| 1.INTRODUCTION | 5 |
| 1.1.Application of the Code | 5 |
| 1.2.Purpose of Code | 5 |
| 1.3.Knowledge of Code..... | 6 |
| 1.5.Availability of the Code | 6 |
| 1.6.Breach of the Code | 6 |
| 1.7.Common areas of complaint..... | 6 |
| 1.8.Basic principles..... | 7 |
| 1.9.Diversity and Equality | 7 |
| 2.UKCP CODE of ETHICS and PROFESSIONAL PRACTICE | 7 |
| 3.G.A.P.'s SPECIFIC REQUIREMENTS | 11 |
| 3.1.Terms and conditions..... | 11 |
| 3.2..... GPs | 11 |
| 3.3.Social contact | 12 |
| 3.4.Death of Practitioner or Client | 12 |
| 3.5.Publication | 12 |
| 3.6..... GDPR | 12 |
| 3.7.Confidentiality with respect to Students and Trainees..... | 12 |
| 3.8.Administrative and other services..... | 12 |
| 4.RELATIONSHIPS TO COLLEAGUES, STUDENTS and TRAINEES | 13 |
| 4.1.General Principles..... | 13 |
| 4.2. Bullying | 13 |
| 4.3.Public statements | 13 |
| 4.4.Reports on students and trainees | 13 |
| 4.5.Concerns related to Relationships to Colleagues, Students and Trainees | 13 |
| 5.SERIOUS MISCONDUCT | 13 |
| 6.ETHICS COMMITTEE | 14 |
| 6.1.Composition | 14 |
| 6.2.....Chair | 14 |
| 6.3. Quorum | 14 |
| 6.4.Power to appoint..... | 14 |
| 6.5.Length of service | 14 |
| 6.6.Non-eligibility | 14 |
| 6.7.Terms of Reference of the Ethics Committee..... | 14 |

7.MISCELLANEOUS 15
7.1.Conflict of Codes..... 15
7.2.Definitions..... 15

CODE OF ETHICS

1. INTRODUCTION

This Code provides the ethical standards required by the Guild of Analytical Psychologists (G.A.P). It begins with a general introduction. G.A.P.'s Code of Ethics cannot be seen independently of the UKCP Code of Ethics and Professional Practice (October 2019). As an organisational member of the UKCP, fitness to practice cases are judged against the UKCP standards and formal complaints about fitness to practice referred to the UKCP. The UKCP Code therefore is included in this document in full as Section 2. Section 3 follows by setting out specific requirements that G.A.P. emphasises that elaborate on the items named in the UKCP Code. Section 4 considers relationships to colleagues, students and trainees and refers to other related policies and procedures in G.A.P. relating to this other area of complaint. Section 5 reminds practitioners what constitutes serious misconduct. Section 6 outlines the Ethics Committee, its membership, role and terms of reference. Section 7 finishes with miscellaneous issues including the definition of terms used in the Code.

1.1. Application of the Code

This Code applies to all 'Relevant Persons'. That is:

- a) all Members of G.A.P.
- b) all G.A.P. Students and trainees
- c) where relevant, any person whilst engaged in activities connected with the supply of services to G.A.P. (e.g. administration, seminars, interviews, reviews, marking, hearing complaints, moderating)
- d) where relevant, all G.A.P. Trustees whilst acting in that capacity
- e) where relevant, Clinical Executors whilst acting in that capacity

The term "practitioner" is used to apply to G.A.P. students, trainees and qualified members practising psychotherapy.

1.2. Purpose of Code

The purpose of this Code is to:

- a) maintain high standards of ethical practice for Members, Students and Trainees of G.A.P. when practicing Psychotherapy
- b) protect and inform Members of the public seeking and using their service
- c) ensure high ethical principles, values and standards in the provision of G.A.P. training in analytical psychology and to safeguard the wellbeing of Students and Trainees
- d) ensure that ethical principles are adhered to in the management and governance of G.A.P
- e) ensure that relationships between colleagues are conducted within a sound ethical framework
- f) assist Relevant Persons with ethical decision making

1.2. Knowledge of Code

It is mandatory that all Relevant Persons be acquainted with the most recent version of the Code.

As such:

- a) new Members shall be provided with a copy of the Code on being accepted as a Member
- b) all Students and Trainees shall be provided with a copy of the Code on the commencement of training
- c) the Training shall include familiarising Students and Trainees with the terms of the Code and its importance in their professional life and the life of G.A.P
- d) Trustees shall receive a copy of the Code as part of their induction package
- e) Persons supplying administrative services shall receive a copy of the Code when they first start to provide the service and whenever the Code is amended
- f) Psychotherapists shall ensure that Clinical Executors are advised of the requirement to comply with the Code and from where a current copy may be obtained
- g) Persons providing occasional services to G.A.P. shall be reminded of the need to comply with its Code and be advised as to from where a copy may be found

1.5. **Availability of the Code**

This Code and copies of the Complaints Procedure and Grievance Procedures shall be made available to anyone on request.

1.6. **Breach of the Code**

A breach of any of the articles of this Code may constitute professional misconduct which may give rise to a complaint under the G.A.P. Complaints Procedure/UKCP Complaints and Conduct Process. This, in turn, may lead to the imposition of sanctions including in the case of serious breaches, expulsion from G.A.P.

1.7. **Common areas of complaint**

The UKCP Code is comprehensive and sets out in full areas of complaint. Practitioners' attention is drawn to the common areas of complaint across the psychological and psychotherapeutic professions. These include issues relating to:

- dual relationships where the practitioner or other relevant person has a dual or multiple relationship with a client or other relevant person. Examples include being the analyst and having a supervisory or training relationship alongside this
- conflict of interest where the practitioner owes an allegiance to more than one person or organisation and where there is a conflict of interest between the allegiances. An example would be a commercial relationship between a practitioner and client.
- personal relationships - where the practitioner infringes or violates the trust of a client or others
- unclear or inadequate standards of practice – where the practitioner is unaware of, or disregards current best practice as used by peers in a particular line of work
- breaches of confidentiality – where rules are broken or the position not clarified in advance
- competence – where excessive or misleading claims are made; or where inadequate safeguards and supervision are put in place by those working in an area that is new to them
- research issues including falsifying data, failing to obtain informed consent, plagiarism or otherwise failing to acknowledge another's work or contribution

- health problems affecting performance or conduct
- bringing the profession or organisation into disrepute through for example engagement with social media

1.8. **Basic principles**

G.A.P. is committed to core principles of integrity, respect, competence, and responsibility.

1.9. **Diversity and Equality**

GAP aims to be an organisation that is welcoming and inclusive of all in the creation of a mutually beneficial, diverse community in which we can all thrive.

Members of the Guild of Analytical psychologists are committed to an informed awareness of discrimination on any grounds, including age, disability, gender, marital or civil partnership status, pregnancy or maternity, race, colour, ethnic or national origin, religion or belief, sex or sexual orientation, and to addressing such discrimination.

Therefore relevant persons shall not engage in practices that are unfair towards or discriminate against others, whether they be clients, students, trainees or colleagues.

2. **UKCP CODE of ETHICS and PROFESSIONAL PRACTICE**

The UKCP Code follows below:

This Code contains the standards of ethics, practice and conduct which UKCP expects of all practitioners, and which must be followed whatever your modality of practice and whether you meet clients in person, online or otherwise.

The term 'practitioner' means an individual UKCP registrant who practises psychotherapy or psychotherapeutic counselling.

The term 'client' includes individuals, couples, families or groups who engage in psychotherapy or psychotherapeutic counselling.

Should a concern arise about a practitioner's practice, it is against these standards that it will be judged under the Complaints and Conduct Process.

The practitioner commits to engage with the challenge of striving for ethical practice and conduct, even when doing so involves making difficult decisions.

In the numbered points below, we set out the things we regard as key to ethical practice and have grouped them under these headings:

- Best interests of clients
- Professionalism
- Communication and consent
- Records and confidentiality

- Professional knowledge, skills and experience
- Social responsibility
- Trust and confidence

As a practitioner you must:

Best interests of clients

1. Act in your client's best interests.
2. Treat clients with respect.
3. Respect your client's autonomy.
4. Not have sexual contact or sexual relationship with clients.
5. Not exploit or abuse your relationship with clients (current or past) for any purpose including your emotional, sexual or financial gain.
6. Not harm or collude in the harming of your client or the clients of others.

Professionalism

7. Decline any gifts, favours, money or hospitality that might be interpreted as exploitative.
8. Be aware of the power imbalance between the practitioner and client, and avoid dual or multiple relationships which risk confusing an existing relationship and may impact adversely on a client. If a dual or multiple relationship is unavoidable, for example in a small community, take responsibility for clarifying and managing boundaries and protecting confidentiality. [Note: Such relationships could be social or commercial relationships between practitioner and client, or a supervisory or training relationship running alongside the therapeutic one].
9. Exercise all reasonable care before entering into a personal or business relationship with former clients, taking into account the time that has elapsed since therapy ended. Should such a relationship prove to be detrimental to the former client, you may be called to answer an allegation of misusing your former position.
10. Recognise that your behaviour outside your professional life may have an effect on your relationship with clients and take responsibility for critically examining these potential negative or positive effects to the benefit of the client.

Communication and consent

11. Provide in your advertising, and on request, a clear and honest statement of the qualifications relevant to your field of practice and your UKCP registration, and advertise your services accurately and in a responsible and professional manner, without exaggeration.

12. Ensure that the use of title such as “Doctor/DR” and post nominal initials after a name in communications are: accurate; indicate whether it is a medical or academic qualification; and reasonably informs the public of their relevance to the practice of psychotherapy.
13. Not make any claims which you cannot demonstrate to be true or include testimonials from clients in any advertising.
14. Explain to a client, or prospective client, your terms, fees and conditions and, have information readily available to clarify other related questions such as likely length of therapy, methods of practice to be used, the extent of your own involvement, complaints processes and how to make a complaint, as well as arrangements for referral and termination of therapy.
15. Confirm each client’s consent to the specifics of the service you will offer, through a clear contract at the outset of therapy. We do not specify a written contract but in the case of any conflict a clear written contract supports both the client and yourself. Help clients to understand the nature of any proposed therapy and its implications, what to expect, the risks involved, what is and is not being offered, and relevant alternative options.
16. Not intentionally mislead a client about the type or nature of psychotherapy practised.
17. Only participate in research about clients with clients’ verifiable and informed consent before the commencement of therapy and research, clarifying the nature, purpose and conditions of any research in which clients are involved and in accordance with relevant codes and guidance. Pay particular attention to any additional guidance or special considerations which may apply to specific groups, such as children and young people.

Records and confidentiality

18. Respect, protect and preserve clients’ confidentiality. You must protect sensitive and personally identifiable information obtained in the course of your professional work.
19. Safeguard the welfare and anonymity of clients when any form of publication of clinical material is being considered and to always obtain your client’s verifiable consent in any case where the welfare or anonymity of a client may be compromised. This includes situations where a client or former client might recognise themselves in case material despite the changing of names or actual circumstances.
20. Make notes appropriate to the modality of therapy being practised, and keep records which are accurate, legible and timely. Keep clients’ information confidential, subject to legal and ethical requirements, and discuss it only within appropriate professional settings.
21. Notify clients, when appropriate or on request, that there are legal and ethical limits to confidentiality, and circumstances under which confidential information might be disclosed to a third party.
22. Consider obtaining legal and ethical advice in relation to providing information for judicial or administrative proceedings, and as to the potential impact that this could have on the commitment of confidentiality to the client, even when client consent is given.

Professional knowledge, skills and experience

23. Offer only the forms of therapy in which you have had adequate training or experience.

24. Understand the limits of your competence and stay within them in all your professional activity, referring clients to another professional when appropriate. This includes recognising that particular client groups, such as children and families, have needs which not all practitioners are equipped to address.

25. Ensure continuing ability to practise by securing supervision and ongoing professional education and development sufficient to meet the requirements of UKCP, its modality colleges and its organisational members.

26. Ensure that you do not work with clients if you are not able to do so for physical or mental health reasons, or when impaired by the effects of drugs, alcohol or medication.

27. Make considered and timely arrangements for the termination of a therapeutic relationship, or if you are unable to continue to practise, ensuring that clients are informed and alternative practitioners are identified where possible.

28. Have arrangements in place for informing clients and, where appropriate, providing them with support in the event of your illness or death.

Social responsibility

29. Actively consider issues of diversity and equalities as these affect all aspects of your work and acknowledge the need for a continuing process of self-enquiry and professional development.

30. Not allow prejudice about a client's sex, age, colour, race, disability, communication skills, sexuality, lifestyle, religious, cultural or political beliefs, social economic or immigration status to adversely affect the way you relate to them.

31. Avoid behaviour that can be perceived as abusive or detrimental to any client or colleague based on the above factors.

Trust and confidence

32. Act in a way which upholds the profession's reputation and promotes public confidence in the profession and its members, including outside of your professional life as a UKCP practitioner.

33. Maintain an awareness of, and comply with, all legal and professional obligations and UKCP policies which apply to your practice.

34. Ensure that any communication in which you take part, and in particular your participation in social media, is carried out in a manner consistent with this Code.

35. Safeguard children and vulnerable adults, recognising your legal responsibilities concerning their rights and taking appropriate action should you consider any such person is at risk of harm.

36. Ensure that you are familiar with and understand UKCP's published policies and guidances, in particular those on Safeguarding and on the Memorandum of Understanding on Conversion Therapy. These can be found on the UKCP website.

37. Challenge questionable practice in yourself or others, reporting to UKCP potential breaches of this Code, and activating formal complaints procedures especially where there may be ongoing harm to clients or you have significant grounds for believing clients to be at risk of harm.

38. Ensure that your professional work is adequately covered by appropriate indemnity insurance or by your employer's indemnity arrangements.

39. Co-operate with any lawful investigation or inquiry relating to your psychotherapeutic practice. Inform UKCP and any relevant organisational member if you are:
- a. Charged with a criminal offence;
 - b. convicted of a criminal offence, receive a conditional discharge for an offence, or accept a police caution;
 - c. disciplined by any professional body or membership organisation responsible for regulating or licensing a health or social care profession; or
 - d. suspended or placed under a practice restriction by an employer or similar organisation because of concerns relating to your competence, health or practice of psychotherapy.

3. G.A.P.'s SPECIFIC REQUIREMENTS

3.1. Terms and conditions

When psychotherapy commences, you must state clearly to the client the terms and conditions of therapeutic practice e.g. times, frequency of sessions, confidentiality, fees, notice periods, and shall keep a record of what has been agreed. You need to use your best endeavours to adhere to these terms and conditions. Subsequent changes shall be renegotiated and mutually agreed upon. Where no agreement may be reached, you may terminate the psychotherapy subject to an appropriate notice period.

3.2. GPs

You should endeavour to obtain the contact details of the client's General Practitioner at the commencement of psychotherapy and make it clear to the client that the GP will not be contacted without the client's agreement except in order to prevent harm to the client if in your opinion, the client is in danger from him/herself. You need to inform the client when medical advice, consultation or possible treatment is thought to be needed.

3.3. Social contact

You need to give consideration to transference issues and the analytic container in your dealings with clients and exercise appropriate restraint with regard to social contacts during therapy.

3.4. Death of Practitioner or Client

You are required to appoint two Clinical Executors. The Clinical Executors should consist of two professional Colleagues or alternatively one Colleague executor and one lay (non-professional) executor.

In the event of the death of a client, all client material remains confidential. Except as may be required by law, these must not be made available to the next-of-kin, or to any relative, or personal representative of the client or to any other third party, unless the client has left specific instructions in writing for this to happen.

3.5. Publication

Practitioners are required to safeguard the anonymity of clients when any form of clinical material is being considered for publication. Informed consent from clients and former clients must be obtained prior to publication.

3.6. **GDPR**

All relevant persons named above need to comply with the Data Protection Policy, and Privacy Policy obtainable from the Administrator. UK Practitioners who store client information electronically are required to comply with any statutory regulations within the Data Protection Act 2018, or the equivalent for members who practice in other countries. You are advised to consult the Information Commissioners' Office about whether you need to register with them.

3.7. **Confidentiality with respect to Students and Trainees**

When a student or trainee is in analysis with a member of G.A.P. that member shall ensure that nothing pertaining to the student or trainee and/or their analysis is shared with any other member or committee of G.A.P. except with the written consent of the student or trainee. No communication pertaining to a student or trainee deriving from that student or trainees, whether they are a member or not, may be entered into by any other member or committee of G.A.P. without prior permission being granted in writing by the student or trainee. Any such material must be disclosed to the Student or Trainee.

3.8. **Administrative and other services**

Except as required to fulfil their duties to G.A.P., all persons providing administrative or other services to G.A.P. shall treat as confidential any information about Members, Students and Trainees to which they have access in the course of their work.

4. **RELATIONSHIPS TO COLLEAGUES, STUDENTS and TRAINEES**

4.1. **General Principles**

G.A.P. is committed to creating an environment of mutual trust and respect in which diversity and inclusion are valued. Relationships with colleagues both within and beyond G.A.P. shall therefore be conducted with appropriate respect and courtesy. Relevant Persons shall refrain from falsely or maliciously speaking ill of Colleagues in such a way as to threaten their personal or professional reputation.

The same principles apply to relationships with students and trainees training with G.A.P.

Relevant Persons are required to refrain from any behaviour that may be detrimental to the profession, to colleagues, students or trainees.

4.2. **Bullying**

G.A.P. has a zero-tolerance policy on bullying, harassment, victimisation or intimidation within the organisation.

4.3. **Public statements**

Members shall not make any claim to be speaking on behalf of G.A.P. unless specifically authorised to do so.

4.4. **Reports on students and trainees**

Members and colleagues who are involved in Student Training shall ensure that any reports made about a Student or Trainee, whether verbal or in writing, are balanced and fair, relevant to the

assessment being made, and adhere to the criteria of the assessment.

4.5. Concerns related to Relationships to Colleagues, Students and Trainees

Anyone wishing to raise a concern about a relevant person in relation to this subject is directed to the appropriate procedures. Initially they are advised to discuss the matter with a relevant officer of G.A.P. as outlined in these procedures. The relevant procedures will normally be one of the Grievance Procedures - the Student or Organisational Grievance Procedure.

5. SERIOUS MISCONDUCT

G.A.P. members, students and trainees shall be fully aware of the rules that constitute serious misconduct:-

- a) Exploitation of clients or supervisees for financial advantage
- b) Engaging in a sexual relationship with any client, supervisee, student or trainee
- c) Bullying, harassment, victimisation or intimidation of any client, supervisee, student, trainee or member.
- d) Physical violence against a client, unless in exceptional circumstances it is believed by the psychotherapist to be necessary for self-defence, or to prevent the client from hurting him/herself or others

Any practitioner convicted of a criminal offence, or if successful civil proceedings have been brought in relation to their work, shall inform the Convenor of the Ethics Committee together with the relevant facts pertaining to their crime.

6. ETHICS COMMITTEE

6.1. Composition

The Ethics Committee is a standing committee and shall consist of at least three Members who have been graduated from G.A.P. or an IAAP approved training for a minimum of five years. Committee Members are either selected by the Members at a general meeting or they may be appointed by the Trustees.

6.2. Chair

The Members of the Ethics Committee shall elect one of their members to be the Chair of the Committee.

6.3. Quorum

A quorum of the Ethics Committee shall be three.

6.4. Power to appoint

The Ethics Committee may appoint any person to be a member of the Committee, subject to 6.1, either to fill a vacancy or as an addition to the existing Committee. Any such appointment shall be valid only until the next AGM.

6.5. **Length of service**

No Ethics Committee member shall serve for longer than five consecutive years and no retiring Member of the Committee shall be eligible for re-election to the Ethics Committee for at least one year.

6.6. **Non-eligibility**

No member of the Ethics Committee may play any part in any complaints or grievance process when they have been or are in any way involved professionally with the complaint or the person complained against. They shall be replaced by another member who is co-opted by the Ethics Committee or the Trustees until the complaint process is completed. This includes the power to co-opt or take advice from outside of G.A.P.

6.7. **Terms of Reference of the Ethics Committee**

The functions of the Ethics Committee are to:

- a) keep up to date on UKCP Code of Ethics and Professional Practice (above) and on proposed changes to any documentation affecting G.A.P e.g. Organisational Complaints Procedures;
- b) inform and advise members and trustees of relevant changes to UKCP codes and practice;
- c) be the first line of contact for any complaints which come into G.A.P.
- d) set up and manage the G.A.P. Complaints Procedure process and the Grievance Procedure as required;
- e) advise on necessary changes to G.A.P. Code of Ethics;
- f) advise Training Committee and CPD Committee on necessary changes to the training or CPD in relation to ethical requirements.

7. MISCELLANEOUS

This Code should be interpreted in the light of the UKCP Code of Ethics and Professional Practice and the IAAP Code of Ethics.

7.1. **Conflict of Codes**

Procedures for handling complaints against students and trainees are laid down in the Complaints Procedure. Procedures for grievances are laid down in the Grievance Procedure. In the event of any conflict between the provision of the Complaints Procedure or the Grievance Procedure and the provisions of this Code, the provisions of this Code shall prevail.

7.2. **Definitions**

For the purpose of this Code, the following terms shall have the following meanings:

'Client' means anyone receiving psychotherapy from a psychotherapist (whether a fee is charged or not) including, where applicable, former clients to whom there is an ongoing duty of care

'Clinical Executors' means the persons appointed by a psychotherapist in their will to safeguard the interests of their clients upon the psychotherapist's death

'Code' means this Code of Ethics

'Colleague' shall not be restricted to members, students and trainees of G.A.P. but applies to anyone with whom a psychotherapist comes into contact through the profession of psychotherapy or their activities within G.A.P.

'Complaints Procedure' means the G.A.P. procedure for investigating a complaint in effect at the time when the complaint is made

'G.A.P.' means The Guild of Analytical Psychologists

'Grievance Procedure' means the G.A.P. procedure for investigating a grievance in effect at the time when the grievance is made

'IAAP' means the International Association for Analytical Psychology

'Member' shall mean any person who has been accepted as a Member of G.A.P. in accordance with the terms of G.A.P.'s Memorandum and Articles of Association and who has paid G.A.P. their Member's fee

Psychotherapist and Practitioner both mean a G.A.P. Member, Student or Trainee practising Psychotherapy

'Psychotherapy' means the provision of Psychotherapy by a Psychotherapist

'Relevant Persons' means all those to whom the Code applies

'Students' means persons registered as G.A.P. Student

'Trainees' means persons registered as a G.A.P. Trainee

'Training' means the training in analytical psychology offered by G.A.P.

'Trustee' means a trustee of G.A.P.

'UKCP' means The United Kingdom Council for Psychotherapy

DOCUMENT CHANGE RECORD

| Date | Version | Change Details |
|---------------|-------------|--|
| February 2020 | Version 1.0 | Changes to 2019 version to bring in line with the UKCP Code of Ethics and Professional Practice 2019 |
| January 2025 | Version 1.0 | Update to G.A.P.'s contact details |