

August 7, 2001

AMERICAN COLLEGE OF HEALTHCARE ARCHITECTS – CODE OF ETHICS AND PROFESSIONAL CONDUCT

PREAMBLE

Members of the American College of Healthcare Architects are dedicated to the highest standards of professionalism, integrity, and competence. As architects with healthcare facility competence, we have a special obligation to continue to study, apply and share knowledge and make relevant information available to clients, colleagues and the public; in addition, to advance knowledge and serve the public in matters of healthcare planning, design, delivery and efficacy. This Code of Ethics and Professional Conduct states guidelines for the conduct of Members in fulfilling those obligations.

The Code is arranged in two tiers of statements: Ethical Standards (ES) and Rules of Conduct (Rules). Ethical Standards are goals toward which Members should aspire in professional performance and behavior. Rules of Conduct are mandatory. Violation of the Rules of Conduct is grounds for disciplinary action or expulsion from the College.

It is not the intent of this Code of Ethics and Professional Conduct to duplicate the requirements of State architectural licensing boards or the American Institute of Architects. Rather, this Code is specific to the additional obligations one assumes by joining and maintaining membership in the American College of Healthcare Architects.

The American College of Healthcare Architects Code of Ethics and Professional Conduct in no way prohibits or judges to be unprofessional any of the following practices:

- Submitting, at any time, competitive bids or price quotations, including, in circumstances where price is the sole or principal consideration in the selection of an architect;
- Providing discounts; or
- Providing free services.

CODE OF ETHICS AND PROFESSIONAL CONDUCT

Ethical Standard 1: As professionals with specialized knowledge, Members have an obligation to advocate for the public interest in all matters pertaining to the planning, development or disposition of healthcare facilities.

Ethical Standard 2: Members should strive to improve the quality of healthcare architecture, to uphold the integrity and dignity of the College, and to advance the

knowledge base of our specialized profession by continually seeking to raise the standards of design excellence, functional performance, technical mastery, architectural education, research, training and practice.

Rule 2.1 In the practice of healthcare architecture, Members shall demonstrate a consistent pattern of reasonable care and competence, and shall apply the technical knowledge and skill which is ordinarily applied by experienced healthcare architects of good standing.

Rule 2.2 Members shall continue to meet the minimum requirements for continuing education as established by the College.

Ethical Standard 3: Members should seek ways to mentor and train younger professionals and students in order to transmit our special knowledge to those who seek to follow in our specialty.

Ethical Standard 4: Members should serve their clients competently and in a professional manner.

Rule 4.1 Members shall undertake to perform professional services only when they, together with those whom they may engage as consultants, are qualified by education, training, or experience in the specific technical areas involved.

Rule 4.2 Members should not intentionally nor recklessly mislead existing or prospective clients about the results that can be achieved through the use of the Members' services, nor shall the Members state that they can achieve results by means that violate applicable law or this Code.

Rule 4.3 Members shall make every effort to perform professional services that fully comply with all of the complex requirements of multiple authorities having jurisdiction within the specialized field of healthcare architecture.

Ethical Standard 5: Members should respect the rights and acknowledge the professional aspirations and contributions of their colleagues especially when engaged in collaborative work.

Ethical Standard 6: Members should continue to practice in compliance with all laws and ethical standards of their respective state and/or national licensing and professional organizations.

Rule 6.1 Members shall not, in the conduct of their professional practice, knowingly violate the law.

Rule 6.2 Members shall notify the American College of Healthcare Architects if they are subject to disciplinary action by any state or national licensing board or professional organization.

Rule 6.3 Loss of an architectural license or other disciplinary sanctions may be cause for suspension or revocation of Membership in the American College of Healthcare Architects.

Rule 6.4 Knowingly making false statements on the College application or cheating on the College examination shall be cause for denial of Membership or dismissal of a Member.

Ethical Standard 7: Members should pursue their professional activities with honesty and fairness.

Rule 7.1 Members shall not make deceptive, or false statements or claims about their professional qualifications, experience, or performance and shall accurately state the scope and nature of their responsibilities in connection with work for which they are claiming credit.

Rule 7.2 Members shall make reasonable efforts to ensure that those over whom they have supervisory authority conform their conduct to this Code.

Rule 7.3 Members having substantial information which leads to a reasonable belief that another Member has committed a violation of this Code which raises a serious question as to that Member's honesty, trustworthiness, or fitness as a Member, shall file a complaint with the College Ethics Committee.

Rule 7.4 Members shall recognize that certification as a Member of the American College of Healthcare Architects is the recognition of an individual's education, training and experience, and that only an individual may use the ACHA designation. Firms are not and may not be certified. Violation by the firm shall be considered as an act of a Member and therefore subject to discipline.

DISCIPLINE

The Board of Regents of the College appoints the Ethics Committee. Discipline is administered through the Ethics Committee for recommendation to the Board of Regents for final action.

When a complaint is filed with the Ethics Committee by a Member or non-member, the Committee will initiate a confidential investigation of the charges to determine if the facts in the case warrant formal proceedings. If it is judged that

formal proceedings are warranted, a case file will be opened and sworn affidavits from the parties involved will be solicited. The Ethics Committee will then conduct an investigation prior to reaching a recommendation to the Board of Regents.

Penalties that may be imposed by the Board of Regents are:

1. Admonition
2. Censure with or without a fine
3. Suspension of Membership for a period of time
4. Termination of Membership and expulsion from the College

All proceedings are confidential, as shall be the imposition of an admonishment; however, all other penalties shall be made a matter of public record.

The Board of Regents may reinstate a suspended or terminated member if the cause for such suspension or termination has been removed, corrected, or otherwise remedied. An applicant for reinstatement must meet the eligibility standards for membership in the College in effect at the time of reinstatement.

AMENDMENT

The Code of Ethics and Professional Conduct is incorporated in the By-laws of the College. The Code may be amended under the same procedures as are necessary to amend the College by-laws.