

4758-2-01

Definitions, abbreviations and titles.

- (A) "Accredited school or university" means a school or university accredited by an accrediting agency accepted by the Ohio board of regents.
- (B) "Alcohol and other drug clinical counseling principles, methods, or procedures" means an approach to chemical dependency counseling that emphasizes the chemical dependency counselor's role in systematically assisting clients through all of the following: analyzing background and current information, exploring possible solutions, developing and providing a treatment plan, in the case of independent chemical dependency counselor or chemical dependency counselor III only, diagnosing chemical dependency conditions. "Alcohol and other drug clinical counseling principles, methods, or procedures" includes counseling, assessing, consulting, and referral as they relate to chemical dependency conditions. "Alcohol and other drug clinical counseling principles, methods or procedures" may also include the twelve core functions and shall include other accepted principles of counseling, as such principles may apply to the treatment of individuals with substance abuse or dependence problems. The methods or procedures of counseling may include those specific categories of service or intervention as defined by OMHAS or other regulating or funding entities, so long as such procedures are applied to persons with substance abuse or dependence and fall within the scopes of practice defined in Chapter 4758. of the Revised Code.
- ~~(C) "Alcohol and other drug prevention services" means a planned process of strategies and activities designed to preclude the onset of the use of alcohol and other drugs, reduce problematic use of alcohol and other drugs, or both.~~
- ~~(D)~~(C) "Behavioral science degree" is defined as a course of study at an accredited school or university, which includes the study of human behavior or nursing as a focus and requires at least twenty-seven semester credit hours of the following courses or additional courses as approved by the board: human services, addictions, chemical dependency, social work, criminal justice, corrections, psychology, child development, counseling, personnel and industrial relations, vocational rehabilitation counseling, sociology.
- ~~(D)~~(D) "Board" means the chemical dependency professionals board.
- ~~(E)~~(E) "CDCA" means chemical dependency counselor assistant.
- ~~(F)~~(F) "CEU" means continuing education unit.
- ~~(G)~~(G) "Chemical dependency conditions" means those conditions relating to the abuse of or dependency on alcohol or other drugs that are classified in accepted nosologies, including the diagnostic and statistical manual of mental disorders and

the international classification of diseases, and in editions of those nosologies published after the effective date of this rule.

~~(H)~~(H) "Chemical dependency counseling" means rendering or offering to render to individuals, groups or the public a counseling service involving the application of alcohol and other drug clinical counseling principles, methods or procedures to assist individuals who are abusing or dependent on alcohol or other drugs.

~~(I)~~(I) "Chemical dependency counselor" means a person who holds a chemical dependency counselor certificate or license from the board.

~~(J)~~(J) "Client" means any person or entity seeking or assigned the services of a CDCA, LCDC II, LCDC III, LICDC, or LICDC-CS regardless of the chemical dependency counselor's work setting.

~~(K)~~(K) "Code of Ethics" is the minimum standard of practice required of chemical dependency counselors, prevention ~~specialists~~ professionals or clinical supervisors.

~~(L)~~(L) "Complainant" means a person who files a formal complaint with the board against an applicant, certificate holder or licensee under the board's jurisdiction.

~~(M)~~(M) "Consumer" means any person or entity seeking or assigned the services of an RA, OCPSA, OCPS I, or ~~OCPS H~~OCPC regardless of the prevention professional's work setting.

~~(N)~~(N) "Credential/credentialed" means a valid license or certificate to practice chemical dependency counseling or prevention under Chapter 4758. of the Revised Code.

~~(O)~~(O) "Gambling disorder" means a persistent and recurring maladaptive gambling behavior that is classified in accepted nosologies, including the diagnostic and statistical manual of mental disorders and the international classification of diseases, and in editions of those nosologies published after the effective date of this rule.

~~(P)~~(P) "Hearing officer" means a person appointed by the board who presides over an appeal hearing.

~~(R) "Human behavior related studies" means a course of study at an accredited school or university in one of the following areas or additional areas as approved by the board as it relates to prevention certification: mass communications, interpersonal relations, developmental psychology, social marketing, child development, counseling, criminology, pastoral counseling, education, health promotion, leisure~~

~~studies, nursing, psychology, public health, rehabilitative services, social work, socio-cultural anthropology, sociology, public administration, communications, marketing.~~

~~(S)~~(Q) "IC&RC" means the international certification and reciprocity consortium.

~~(F)~~(R) "IC&RC domain" means the performance domain established by IC&RC through their job analysis process for examinations. Domains include identified tasks, knowledge and skills which provide the basis for examination questions.

~~(U)~~(S) "Impaired or impairment" is defined by the presence of the disorder of alcoholism, substance abuse, mental illness or other debilitating conditions.

~~(V)~~(T) "LCDC II" means licensed chemical dependency counselor II.

~~(W)~~(U) "LCDC III" means licensed chemical dependency counselor III.

~~(X)~~(V) "LICDC" means licensed independent chemical dependency counselor.

~~(Y)~~(W) "LICDC-CS" means licensed independent chemical dependency counselor clinical supervisor.

~~(Z)~~(X) "Multiple relationship" is defined as any financial, social, emotional, supervisory, political, administrative, legal or sexual relationship between a licensee or certificate holder and their client/consumer which might impair professional judgment or increase the risk of client/consumer exploitation.

~~(AA)~~(Y) "OCPSA" means Ohio certified prevention specialist assistant.

~~(BB)~~(Z) "OCPS **I**" means Ohio certified prevention specialist **I**.

~~(CC)~~(AA) "~~OCPS~~ HOCPC" means Ohio certified prevention ~~specialist~~ consultant.

~~(DD)~~(BB) "One quarter hour" equals ten clock hours.

~~(EE)~~(CC) "One semester hour" equals fifteen clock hours.

~~(FF)~~(DD) "One year of work experience" means two thousand hours.

~~(GG) "Prevention related field of study" is defined as a course of study at an accredited school or university in one of the following areas or additional areas as approved by~~

~~the board as it relates to prevention certification: child development, counseling, criminology, pastoral counseling, education, health promotion, leisure services, nursing, psychology, public health, rehabilitative services, social work, socio-cultural anthropology, sociology, public administration, communications, marketing.~~

~~(HH)~~(EE) "Prevention services" means a comprehensive, multi-system set of individual and environmental approaches that maximize physical health, promote safety and preclude the onset of behavioral health disorders.

~~(HH)~~(FE) "RA" means a registered applicant for prevention certification.

~~(JJ)~~(GG) "Reciprocity" means the ability to transfer an individual's credentials to or from an IC&RC member board or another entity as approved by the board.

~~(KK)~~(HH) "Reprimand" means a sanction that is a formal, written, published reproof issued to a respondent whom the board has determined has breached the code of ethics.

~~(LL)~~(II) "Respondent" means an applicant, certificate holder or licensee who becomes the subject of a formal complaint alleging that the individual has breached the board's code of ethics.

~~(MM)~~(JJ) "Revocation" means a sanction resulting in the complete forfeiture of the certificate or license held.

~~(NN)~~(KK) "Supervised internship experience" means an internship, practicum or field placement completed as part of a college or university degree program.

~~(OO)~~(LL) "Suspension" means a sanction resulting in the temporary forfeiture of the certificate or license for a period of time to be determined by the board.

~~(PP)~~(MM) "Twelve core functions" are defined as screening, intake, orientation, assessment, treatment planning, counseling, case management, crisis intervention, client education, referral, report and record keeping, consultation.

4758-4-01

Formal application for licensure or certification.

(A) All applicants for initial licensure, certification or endorsement ~~as a chemical dependency counselor assistant, licensed chemical dependency counselor II, licensed chemical dependency counselor III, licensed independent chemical dependency counselor, licensed independent chemical dependency counselor clinical supervisor, registered applicant, Ohio prevention specialist assistant, Ohio prevention specialist I or Ohio prevention specialist II~~ shall file with the executive director of the board a formal application on a form prescribed by the board.

(1) The formal application contains all documentation necessary to be credentialed at a particular level and consists of, at a minimum, the following:

(a) Formal application.

(b) Documentation of hours of volunteer or paid work experience when applicable. This includes related position descriptions that are signed by the supervisor.

(c) Documentation of required levels of education and training. This includes original transcript(s) of courses taken, certificates of attendance at appropriate workshops, and letters of participation when applicable.

(d) Verification of applicant's required practical experience hours when applicable. This includes submission of the form that verifies the accomplishment of the required practical experience.

(e) The required non-refundable fee.

(f) Documentation of felony charges or convictions.

(i) Felony charges or convictions shall be reviewed by the board before the application process can proceed.

(ii) Factors upon which review of these charges or convictions will be based may include:

(a) The nature of the charge or conviction.

(b) The time lapse since the charge or conviction.

(c) The related circumstances, including active addiction.

(d) The documented changes in the applicant's life since the charge or conviction.

(e) Any additional information as requested from the applicant including but not limited to a complete criminal background check.

(iii) Applicants will not be considered if:

(a) Currently incarcerated for a felony conviction.

(b) Currently on probation or parole.

(c) Offense was drug or alcohol related and occurred less than one year ago.

(2) The board shall review the formal application. As a result of this review, the board shall notify the applicant of one of the following:

(a) An approval of a certification or license,

(b) An approval to schedule for examination(s),

(c) The need for additional documentation, or

(d) Proposed denial of the application.

(B) Examinations:

(1) Examinations are issued on an international basis and test required knowledge and skills. The board shall provide for the administration of the examinations in the state of Ohio.

(2) Exams are scored by an outside testing company approved by the board.

(a) Score reports are sent to the candidates by the board.

(b) Scores are broken down by categories indicating areas of strength and weakness.

- (3) Upon fulfillment of the required eligibility requirements and completion of the appropriate process, as outlined in this rule, the board will notify applicants of scheduling procedures and other relevant information. Applicants are required to take the examination within one year from the date of approval of the formal application.
- (4) Individuals with disabilities and/or religious obligations that require modifications to the test administration may make a written request for modification to the board no fewer than forty-five days prior to the scheduled test date. The candidate shall provide documentation of the disability from a health care professional or documentation of the religious issue with the written request.
- (5) The "IC&RC" alcohol and drug counselor (ADC) examination is available in Spanish. Candidates may contact the board for information related to taking the examination in Spanish.

(C) Conversion applications:

- (1) Individuals who hold a valid license or certificate with the board may convert their credential to a higher level, when applicable, by completing the appropriate conversion application.
 - (a) Licensees or certificate holders shall fulfill all eligibility requirements for the level to which they are applying. These requirements shall be documented according to the procedures outlined in the conversion application.

(D) Endorsement applications:

- (1) Individuals who hold a valid LCDC II, LCDC III, LICDC or LICDC-CS with the board may apply for a gambling disorder endorsement by completing the appropriate endorsement application.
- (2) Licensees shall fulfill all eligibility requirements for the endorsement. These requirements shall be documented according to the procedures outlined in the endorsement application.

4758-4-04

Examination Remediation.

(A) After three consecutive failed attempts and before testing for a fourth time, a candidate shall complete one of the following remedial actions:

(1) Submit a remedial action plan on a form prescribed by the Board.

(2) Submit a written request to the Board to receive remedial support.

(a) Upon receipt of this request, the Board shall assign a Board trained remediation mentor to meet with the candidate.

(b) The Board trained remediation mentor will assess the candidate's efforts to prepare for the exam and will develop a remedial action plan with the candidate.

(c) The candidate shall submit the remedial action plan on a form prescribed by the Board.

(B) Upon receipt of the remedial action plan, the Board shall approve or amend the plan and notify the candidate.

(C) The candidate shall provide the Board with proof of successful completion of the remedial action plan.

(D) Upon receipt and acceptance of proof of completion, the Board will authorize the candidate to re-test.

4758-5-08

**Requirements for certification of Ohio prevention ~~specialists~~
specialist assistants (OCPSA).**

(A) To be certified as a prevention specialist assistant, an individual shall complete the following:

- (1) Submission of a formal application.
- (2) Be at least eighteen years of age.
- (3) Have at least a high school diploma or high school equivalence diploma.
- (4) At least one hundred hours of compensated or volunteer work, field placement, intern, or practicum experience in ~~alcohol and other drug~~ prevention services.
- (5) Have at least forty-five hours of prevention related education of which fifty percent shall have been obtained within the last two years and nine hours shall be alcohol and other drug prevention specific. The required content areas with the specific contact hours are as follows:
 - ~~(a) Foundation in chemical dependency use/abuse/dependency (three hours)~~
 - ~~(b) Foundation in prevention of alcohol and other drug use/abuse/dependency (six hours)~~
 - ~~(e)~~(a) Domain I: planning and evaluation (three hours)
 - ~~(d)~~(b) Domain II: prevention education and ~~skill development~~service delivery (three hours)
 - (c) Domain III: communication (three hours)
 - ~~(e)~~(d) Domain ~~III~~IV: community organization (three hours)
 - ~~(f)~~(e) Domain ~~IV~~V: public policy and environmental change (three hours)
 - ~~(g)~~(f) Domain ~~V~~VI: professional growth and responsibility (~~six~~fifteen hours)
 - (i) Prevention specific ethics education (three hours)
 - (ii) Cultural competency (three hours)

~~(h)~~(g) The remaining hours may be distributed among these areas at the applicant's discretion.

4758-5-09

**Requirements for certification of Ohio prevention specialist I
(OCPS I).**

- (A) To be certified as a prevention specialist I, an individual shall complete the following:
- (1) Submission of formal application.
 - (2) ~~One of the following:~~ An associate's degree or higher from an accredited educational institution.
 - ~~(a) An associate's degree or higher from an accredited educational institution in a prevention related field of study.~~
 - ~~(b) An associate's degree or higher from an accredited educational institution in an unrelated field of study and at least ninety hours in human behavior related studies. These hours are in addition to the one hundred hours required in paragraph (A)(5) of this rule.~~
 - (3) Two thousand hours of documented work experience in ~~alcohol and other drug~~ prevention of which a minimum of twenty per cent shall be devoted to planning and/or delivering ~~alcohol and other drug~~ prevention services. This work may include paid and volunteer hours, field placement, internship, or practicum experience.
 - (4) One hundred twenty practical experience hours. A minimum of ten hours shall be completed in each of the following performance domains:
 - (a) Planning and evaluation
 - (b) Prevention Education ~~education~~ and ~~skill development~~ service delivery
 - (c) Communication
 - ~~(e)~~(d) Community organization
 - ~~(d)~~(e) Public policy and environmental change
 - ~~(e)~~(f) Professional growth and responsibility
 - ~~(f)~~(g) The remaining seventy hours may be completed in any domain as deemed appropriate by the applicant.

(5) One hundred twenty hours of prevention related education of which fifty per cent shall have been obtained within the last five years and twenty-four hours shall be alcohol and other drug prevention specific. The required content areas with the specific contact hours are as follows:

~~(a) Foundation in chemical dependency use/abuse/dependency (twenty hours)~~

~~(b) Foundation in prevention of alcohol and other drug use/abuse/dependency (thirty hours)~~

~~(e)~~(a) Domain I: planning and evaluation (three hours)

~~(d)~~(b) Domain II: prevention education and ~~skill development~~service delivery (three hours)

(c) Domain III: communication (three hours)

~~(e)~~(d) Domain ~~III~~IV: community organization (three hours)

~~(f)~~(e) Domain ~~IV~~V: public policy and environmental change (three hours)

~~(g)~~(f) Domain ~~V~~VI: professional growth and responsibility (~~nine~~forty hours)

(i) Prevention-specific ethics education (six hours)

(ii) Cultural competency (three hours)

~~(h)~~(g) The remaining hours may be distributed among these areas at the applicant's discretion.

(6) Successful completion of the IC&RC prevention specialist (PS) examination.

4758-5-10

**Requirements for certification of Ohio prevention ~~specialist~~
Hconsultant (~~OCPS-HOCPC~~).**

- (A) To be certified as a prevention ~~specialist~~Hconsultant, an individual shall complete the following:
- (1) Submission of formal application.
 - (2) ~~One of the following:~~A bachelor's degree or higher from an accredited educational institution.
 - ~~(a) A bachelor's degree or higher from an accredited educational institution in a prevention related field of study.~~
 - ~~(b) An bachelor's degree or higher from an accredited educational institution in an unrelated field of study and at least ninety hours in human behavior related studies. These hours are in addition to the one hundred hours required in paragraph (A)(5) of this rule.~~
 - (3) Six thousand hours of documented compensated work experience in ~~alcohol and other drug~~ prevention, including at least four thousand hours of administering or supervising the services.
 - (4) One hundred twenty practical experience hours. A minimum of ten hours shall be completed in each of the following performance domains:
 - (a) Planning and evaluation
 - (b) ~~Prevention Education~~education and ~~skill development~~service delivery
 - (c) Communication
 - ~~(e)~~(d) Community organization
 - ~~(d)~~(e) Public policy and environmental change
 - ~~(e)~~(f) Professional growth and responsibility
 - ~~(f)~~(g) The remaining seventy hours may be completed in any domain as deemed appropriate by the applicant.
 - (5) One hundred twenty hours of prevention related education of which fifty per cent shall have been obtained within the last five years and twenty-four hours

shall be alcohol and other drug prevention specific. The required content areas with the specific contact hours are as follows:

~~(a) Foundation in chemical dependency use/abuse/dependency (twenty hours)~~

~~(b) Foundation in prevention of alcohol and other drug use/abuse/dependency (thirty hours)~~

~~(e)~~(a) Domain I: planning and evaluation (three hours)

~~(d)~~(b) Domain II: prevention education and ~~skill development~~service delivery (three hours)

(c) Domain III: communication (three hours)

~~(e)~~(d) Domain ~~III~~IV: community organization (three hours)

~~(f)~~(e) Domain ~~IV~~V: public policy and environmental change (three hours)

~~(g)~~(f) Domain ~~V~~VI: professional growth and responsibility (~~nine~~forty hours)

(i) Prevention-specific ethics education (six hours)

(ii) Cultural competency (three hours)

~~(h)~~(g) The remaining hours may be distributed among these areas at the applicant's discretion.

(6) Ninety hours of administrative or supervisory education. The required content areas with the specific content hours are as follow:

(a) At least three semester credit hours or forty-five clock hours in human resource management;

(b) At least three semester credit hours or forty-five clock hours in fiscal management.

(7) Successful completion of the IC&RC prevention specialist (PS) examination.

4758-6-07

Scope of practice for registered applicants (RA).

An individual who holds a valid registered applicant certificate issued under Chapter 4758. of the Revised Code may engage in the practice of ~~alcohol and other drug~~ prevention services under the supervision of any of the following:

(A) A prevention ~~specialist~~ consultant or prevention specialist ~~I~~ certified under Chapter 4758. of the Revised Code;

~~(B) An independent chemical dependency counselor, clinical supervisor, an independent chemical dependency counselor, or a chemical dependency counselor III licensed under Chapter 4758. of the Revised Code;~~

~~(C)~~ (B) An individual authorized under Chapter 4731. of the Revised Code to practice medicine and surgery or osteopathic medicine and surgery;

~~(D)~~ (C) A psychologist licensed under Chapter 4732. of the Revised Code;

~~(E)~~ (D) A registered nurse licensed under Chapter 4723. of the Revised Code or an individual authorized to practice as a certified nurse practitioner or clinical nurse specialist under Chapter 4723. of the Revised Code;

~~(F)~~ (E) A professional clinical counselor, a professional counselor, an independent social worker, a social worker, an independent marriage and family therapist, or marriage and family therapist licensed under Chapter 4757. of the Revised Code;

~~(G)~~ (F) A school counselor licensed by the department of education pursuant to section 3319.22 of the Revised Code;

~~(H)~~ (G) A health education specialist certified by the national commission for health education credentialing.

4758-6-08

Scope of practice for Ohio certified prevention specialist assistant (OCPSA).

An individual who holds a valid prevention specialist assistant certificate issued under Chapter 4758. of the Revised Code may engage in the practice of ~~alcohol and other drug~~ prevention services under the supervision of any of the following:

(A) A prevention ~~specialist~~ consultant or prevention specialist ~~I~~ certified under Chapter 4758. of the Revised Code;

~~(B) An independent chemical dependency counselor clinical supervisor, an independent chemical dependency counselor, or a chemical dependency counselor III licensed under Chapter 4758. of the Revised Code;~~

~~(C)~~ (B) An individual authorized under Chapter 4731. of the Revised Code to practice medicine and surgery or osteopathic medicine and surgery;

~~(D)~~ (C) A psychologist licensed under Chapter 4732. of the Revised Code;

~~(E)~~ (D) A registered nurse licensed under Chapter 4723. of the Revised Code or an individual authorized to practice as a certified nurse practitioner or clinical nurse specialist under Chapter 4723. of the Revised Code;

~~(F)~~ (E) A professional clinical counselor, a professional counselor, an independent social worker, a social worker, an independent marriage and family therapist, or marriage and family therapist licensed under Chapter 4757. of the Revised Code;

~~(G)~~ (F) A school counselor licensed by the department of education pursuant to section 3319.22 of the Revised Code;

~~(H)~~ (G) A health education specialist certified by the national commission for health education credentialing.

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4758-6-09

**Scope of practice for Ohio certified prevention specialists I
(OCPS I).**

An individual who holds a valid prevention specialist I certificate issued under Chapter 4758. of the Revised Code may engage in the practice of prevention services.

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4758-6-10

**Scope of practice for Ohio certified prevention ~~specialists~~
Hconsultant (~~OCPS-HOCPC~~).**

An individual who holds a valid prevention ~~specialist~~Hconsultant certificate issued under Chapter 4758. of the Revised Code may engage in the practice of prevention services.

4758-8-03

Code of ethics for prevention ~~specialists~~professionals.

(A) The following rules of conduct set forth the minimum standards of conduct which all applicants for certification shall follow and establishes the minimum standard of practice for registered applicants (RA), Ohio certified prevention specialist assistants (OCPSA), Ohio certified prevention specialists ~~†~~ (OCPS ~~†~~) and Ohio certified prevention ~~specialists~~consultant (~~OCPS~~HOCP).

(B) A violation of these rules of ethical practice and professional conduct constitutes unprofessional conduct and is sufficient reason for a reprimand, suspension, revocation or for restrictions to be placed on a certificate or for the denial of the initial certificate or renewal, or reinstatement of a certificate.

(1) Professional standards:

(a) The certificate holder shall meet and comply with all terms, conditions or limitations of certification.

(b) The certificate holder shall recognize limitations of his or her competency based on professional qualifications, education and experience and shall not offer services or use techniques outside his or her professional competency or scope of practice defined by rules 4758-6-07 to 4758-6-10 of the Administrative Code.

(c) The certificate holder shall refer consumers to a person or agency that the certificate holder knows is qualified by training, experience, certification or license to provide such professional services.

(d) The certificate holder shall not participate in discrimination on the basis of race, ethnicity, color, sex, sexual orientation, gender identity, religion, age, national ancestry, socioeconomic status, political belief, psychiatric or psychological impairment, disability according to "Title VII of the Civil Rights Act of 1964", HIV/AIDS status, the amount of previous therapeutic or treatment occurrences or against other persons that could be subject to discrimination but are not expressly protected by state or federal law.

(e) A certificate holder shall seek appropriate professional assistance for any substance abuse or dependence, psychiatric or psychological impairment, emotional distress or any other physical health related adversity that interferes with the certificate holder's ability to function competently. A certificate holder shall request inactive status for medical reasons when appropriate and notify the board and comply with rule 4758-11-02 of the Administrative Code.

- (f) The certificate holder shall not administer to him/herself any substances in a manner which would be dangerous or harmful to consumers.
- (g) The certificate holder shall be aware of and comply with all applicable state and federal guidelines, regulations, statutes and agency policies including, but not limited, to confidentiality.
- (h) The certificate holder shall define for self and others the nature and direction of loyalties and responsibilities and keep all parties informed of these commitments.
- (i) In the presence of professional conflict, the certificate holder shall primarily be concerned with the welfare of the consumer.
- (j) The certificate holder shall respect the integrity and protect the welfare of the consumer and shall not engage in any action that violates the civil or legal rights of consumers.
- (k) The certificate holder shall maintain an objective and non-possessive relationship with those he or she serves and shall not exploit them sexually, emotionally, financially or otherwise.
- (l) The certificate holder shall not place an individual in any activity or setting where such participation could harm the individual.
- (m) The certificate holder shall comply with all mandatory reporting requirements set forth in the revised code to include, but not limited to: duty and report abuse, neglect, or exploitation of a child or adult.

(2) Unlawful conduct:

- (a) A conviction for a felony in the state of Ohio or any act in another state that would constitute a felony in Ohio shall be grounds for disciplinary action. The board may also discipline a certificate holder who is convicted of a misdemeanor which relates to the certificate holder's ability to practice prevention.

(3) Fraud related conduct:

- (a) The certificate holder shall not make any misrepresentation or false

statement to the board.

- (b) A certificate holder shall not use a title, designation, credential, license, firm name, letterhead, publication, term, title or document which states or implies an ability, relationship or qualification the certificate holder is not qualified to use or does not exist.
- (c) The certificate holder shall not practice under a false name or under a name other than the name in which his or her certificate is held.
- (d) The certificate holder shall not sign or issue in the certificate holder's capacity, any document or statement that he or she knows to contain either a false or misleading statement.
- (e) The certificate holder shall not produce, publish, create, or partake in the creation of any false, deceptive or misleading advertisement.
- (f) The certificate holder shall assign appropriate credit to published material.

(4) Discipline in other jurisdictions:

- (a) Any denial, suspension, revocation, probation or other restriction or discipline on certification, license or other authorization to practice issued by any certification authority or any state, province, territory, tribe or other federal government shall be regarded by the board as an ethics complaint and shall be reported to the board.

(5) Cooperation with the board:

- (a) The certificate holder shall cooperate in any investigation conducted pursuant to this code of ethics and shall not interfere with an investigation or a disciplinary proceeding or other legal action.
- (b) The certificate holder shall report any violation of this code of ethics to the board.
- (c) In submitting information to the board, a certificate holder shall comply with any requirements pertaining to the disclosure of consumer information established by federal or state law or regulation.