

Adapted by George S. Braucht; LPC, CPCS & CARES from White, W. L. & Popovits, R. M. (2001, 2nd Edition). *Critical incidents: Ethical issues in the prevention and treatment of addiction* and Gentile, M. C. (2010). *Giving voice to values: How to speak your mind when you know what's right*.

Name: _____ Date: _____ COPE # _____

Incident title/theme:

Brief summary of the incident:

Step One: What is the potential risk level to each party?

Party	Potential Risk of Harm (✓)		
	Minimal	Moderate	Significant
You			
Individual/Family Being Served			
Service Provider(s)			
Service Provider Organization/Agency			
Professional Service Field			
Recovery Community			
Community/Public Safety			

Step Two: ✓ each core recovery value that applies to this situation. What action would that value suggest? *Note: Consider replacing the below with your organization's values.*

✓	Core Value	Suggests this Course of Action
	Autonomy/Choice (Self-direction; freedom over destiny)	
	Obedience (Obey legal/ethical directives)	
	Conscientious Refusal (Disobey legal/ethical directives)	
	Beneficence (Do good; help others)	
	Gratitude (Pass good along to others)	
	Competence (Knowledge/skills)	
	Justice (Be fair; distribute by merit)	
	Stewardship (Use resources wisely)	
	Honesty and Candor (Tell the truth)	
	Fidelity (Keep your promises)	
	Loyalty (Don't abandon)	
	Diligence (Work hard)	
	Discretion (Respect confidence and privacy)	
	Self-improvement (Be the best that you can be)	
	Non-maleficence (Do no harm; hurt no one)	
	Restitution (Make amends to injured persons)	
	Self-Interest (Protect yourself)	
	Other Culture-Specific Value:	



Step Three: What laws, organizational policies, professional ethics codes and standards and historical practices influence your behavior in this situation?

Enablers:

Disablers:

Step Four: Document

1. What options you considered:

2. Who you consulted:

Enablers:

Disablers:

3. What decision-based scripts you made and what you did to rehearse:

4. The outcome of the decision(s) made and action(s) taken:

