

Appendix A
Task Analysis: Potential Ethical Violation of a Co-Worker
(someone at or below your job level).

Fidelity Checklist *(for each step, write a “+” if the behavior analyst did the step in the correct order, and write a “-“ if the step was omitted or done in the incorrect order)*

When a BCBA decides that a fellow BCBA (or nonbehavioral colleague) may be behaving unethically in some way, the BCBA will do the following:

- ___ 1. *Write down: (a) the section(s) of the ethical code that apply to this particular situation and (b) exactly the objectives you want to achieve during this interaction;*
- ___ 2. *Select a time during work to speak with that BCBA (before students/clients arrive; during lunch or break, etc.).*
- ___ 3. *Greet that BCBA;*
- ___ 4. *Describe what you have learned about what that BCBA is doing that may constitute an ethical problem;*
- ___ 5. *Politely request that the BCBA provide his/her explanation of this situation;*
- ___ 6. *When finished, describe the section(s) of the code that relate to this issue;*
- ___ 7. *Mention how important it is for BCBA to adhere to the ethical standards;*
- ___ 8. *After listening to that BCBA offer an explanation, decide whether or not your concern remains about a potential ethical violation;*
- ___ 9. *If your concern remains, say so to that BCBA and give reasons for believing so;*
- ___ 10. *Suggest some ways of rectifying the situation;*
- ___ 11. *Immediately after this meeting, type out notes recording in detail the conversation;*
- ___ 12. *Consider whether or not the action or any explanation proposed by that BCBA results in satisfaction that either there was no ethical concern, or any ethical concern has been resolved;*
- ___ 13. *If any ethical dilemma has been resolved, contact that BCBA, noting appreciation for the cooperation and dialog.*
- ___ 14. *If the ethical dilemma remains, consider these possible steps and implement one of them:*
 - a. *Contact your supervisor or the supervisor of that BCBA/colleague;*
 - b. *Contact fellow BCBA, explain to them the situation, and if they agree that ethical dilemmas exist, ask them to contact that BCBA;*
 - c. *Contact the BACB for advice;*
 - d. *Contact the ABAI hotline for advice;*
 - e. *File an ethical complaint with the BACB;*