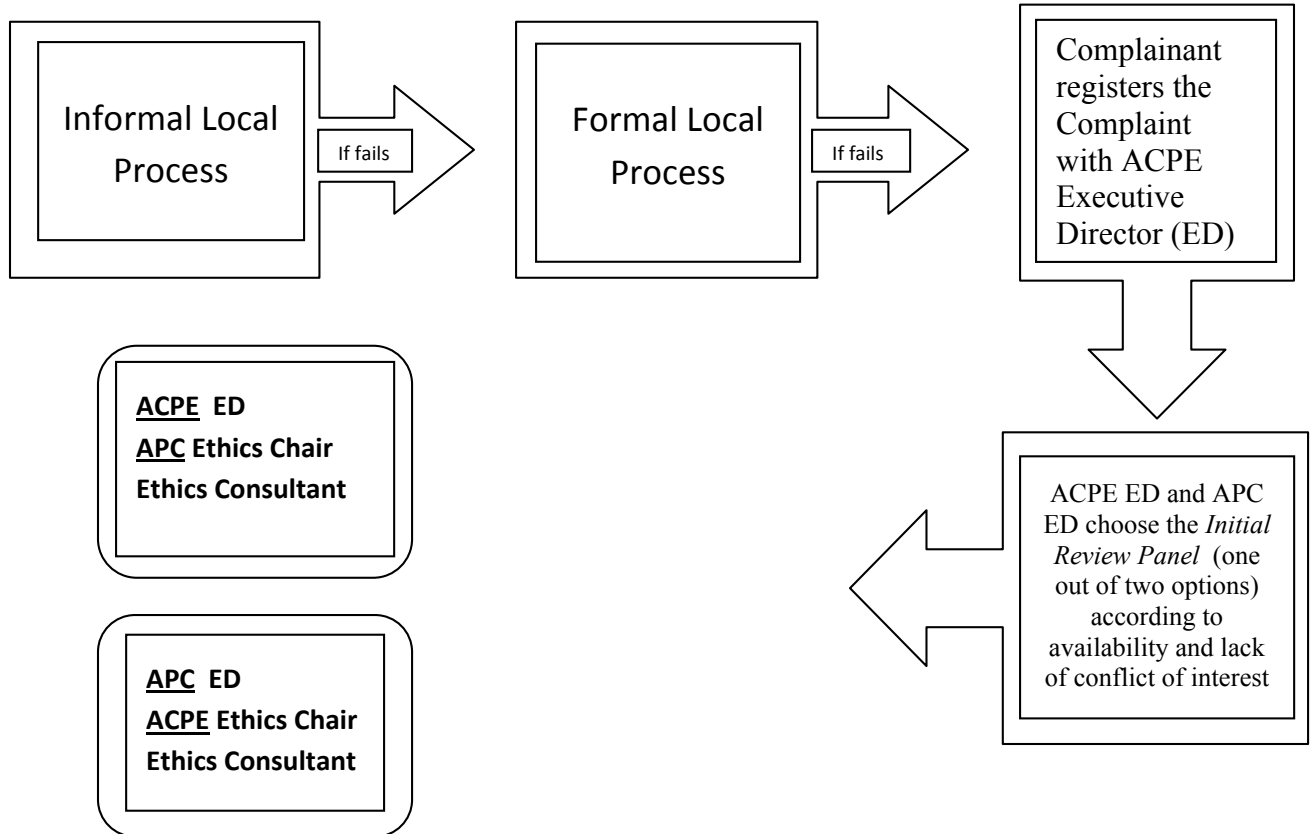


# APC/ACPE JOINT PROCESS FLOW CHART

## INITIAL REVIEW PHASE:



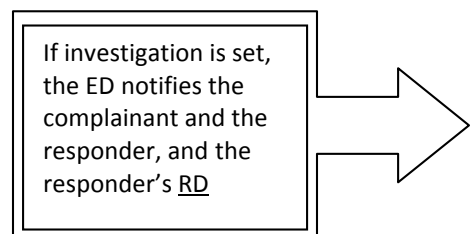
**INITIAL REVIEW PANEL #1 determines jurisdiction: IF NO, case is dismissed**

**IF YES → complaint is sent to respondent with 30 days to respond.**

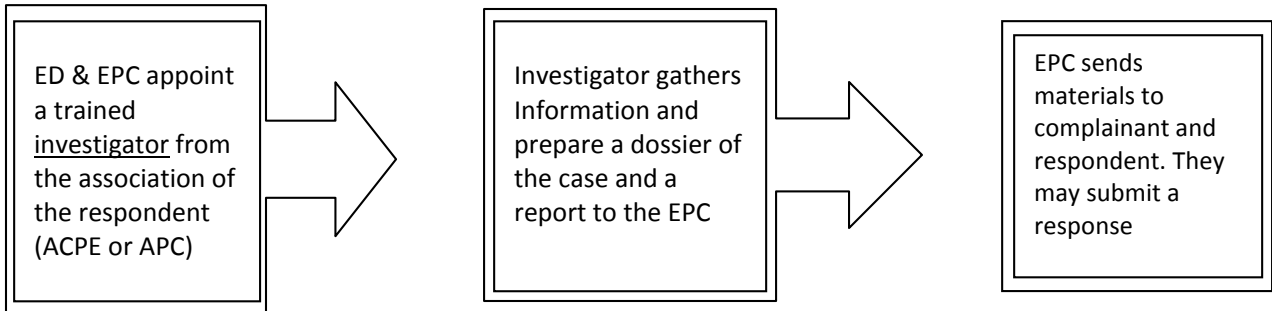
### **INITIAL REVIEW PANEL #2**

**Chooses among the following:**

- **Send complaint back to local level if by-passed**
- **Hold complaint pending another forum's adjudication**
- **Determine that there is no cause to proceed**
- **No investigation needed: go straight to sanctions**
- **Refer to Accreditation or Certification Commissions**
- **Name additional Standards implicated**
- **Recommend Mediation ( within 60 days with a MOU)**
- **Investigation**

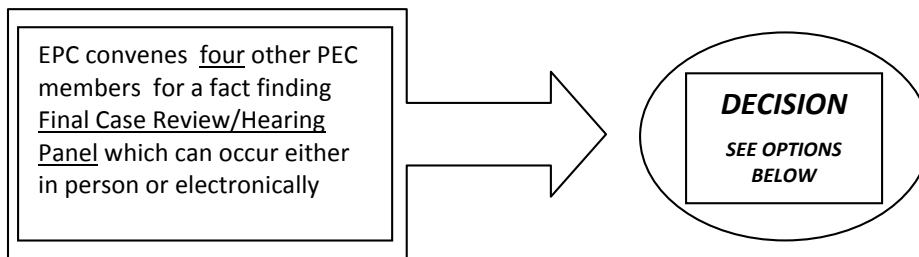


## **INVESTIGATIVE PHASE (information-gathering)**



## **FINAL CASE REVIEW/HEARING PANEL (decision making)**

*Possibly held within three months of investigator's report and party response*



### **HEARING PANEL'S OPTIONS:**

- **No violations of Code of Ethics found**
- **No violation of Code of Ethics found but PEC has "concerns" (letter of concern sent)**
- **Violation of Code of Ethics occurred and sanctions imposed:**

*Admonishment with education*

*Reprimand*

*Probation*

*Suspension*

*} for a period of time*

*Withdrawal of Certification and/or Membership*

### **ABBREVIATIONS:**

**ACPE:** Association for Clinical Pastoral Education

**APC:** Association of Professional Chaplains

**ED:** Executive Director: the ACPE or APC ED who convenes IRP Panel & manages the case throughout

**EPC:** Ethics Panel Chair: the ACPE or APC Ethics Commission Chair on IRP Panel who chairs the case throughout

**PEC:** Professional Ethics Commission/ collaborative cases will have panelists from ACPE & APC PECs

**RD:** ACPE Regional Director