

Ethical Board
January 29, 2014

Instructions for submitting a request for investigation

If it is suspected that a psychologist has deviated from the Ethical Code for psychologists, a request for investigation can be submitted to the Ethical Board regarding the psychologist's actions. The request can be submitted by the person who has been using the psychologist's services, or by another party involved.

A request for investigation is a free-form description of the psychologist's actions with the **maximum length of three pages**. It is possible to append files to the request to clarify the issue when relevant. Such appendices may include, for example, invoices, statements, and regulatory decisions issued by authorities.

If the person requesting the investigation feels that the psychologist has breached professional ethics on many different counts, it is advisable to structure the request to reflect this by using, for example, numbering and dedicated paragraphs for each of the issues.

Contact information for the psychologist in question

The request for investigation must state the psychologist it concerns and, whenever available, include contact information for that psychologist.

Content of the request for investigation

A request for investigation is a description of the psychologist's professional actions: what happened and when. It is good to describe in as much detail as possible the situations / issues regarding which the person submitting the request is of the opinion that the psychologist has acted wrongfully or breached professional ethics.

The following questions can help in structuring the text of the request:

- What are the specific actions or practices of the psychologist in question that the person requesting the investigation would like the Ethical Board to provide their position on?
- How did the person requesting the investigation come to the conclusion that the psychologist has violated professional ethics?
- What was it specifically that the person requesting the investigation was dissatisfied with?
- What happened when the person requesting the investigation tried to solve the issue with the psychologist him/herself?

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The Ethical Code for psychologists can be found on the website of the Finnish Psychological Association at psyli.fi.

The Ethical Board will handle new requests for investigation in the order they are received. The Board will notify the person submitting the request in writing of whether his/her request will be eligible for the deliberation of the Board. It normally takes 1–2 months for the request to be processed to this point and for the notification to arrive. During the summer season there will be longer delays.

The person requesting the investigation must include their contact information (postal address) in their request. Due to data protection, the Board will not have any communications related to requests for investigation via email.

Requests for investigation are to be addressed to:

Chairperson of the Ethical Board
Finnish Psychological Association
Bulevardi 30 B 3
00120 Helsinki