

United States Trager[®] Association
Addendum to *Trager Handbook*
Code of Ethics and Grievance Procedures
(5/15/01) REVISED 8-18-03

WHEREAS, Article XII, Section 6 of the Bylaws of the United States *Trager* Association calls for the Association to create and publish a Code of Professional Ethics, to uphold this published Code, and to establish a written policy with respect to receiving and reviewing grievances and conducting grievance proceedings; and

WHEREAS, each member in the United States *Trager* Association has agreed to uphold the Code of Ethics of *Trager International* and the United States *Trager* Association; therefore, let it be

RESOLVED, that the United States *Trager* Association hereby adopts as its Code of Professional Ethics, the *Trager International* Code of Ethics now in effect, as set forth in the *Trager Manual*, January 1999 edition, at pages 5-1.1 to 5-1.2; and further

RESOLVED, that the United States *Trager* Association hereby adopts as its Policy concerning Grievance Procedures, the *Trager International* Grievance Procedures now in effect, as set forth in the *Trager Manual*, January 1999 edition, at pages 5-2.1 to 5-2.2, with the following modifications and additions:

- 1) The “Receiver of Complaints” shall be the Ethics Committee of the Regional Association for the region in which the Student or Practitioner is a member, or a member of that Regional Association appointed by the Regional Association’s governing Board or body;
- 2) The “Reviewing Committee” shall be the Ethics Committee of the United States *Trager* Association;
- 3) Upon receipt of a complaint that is not in writing concerning a Regional member, the Receiver of Complaints shall inform the complaining party that all complaints must be in writing in order to be acted upon, and that such written complaints must be shown to the member who is the subject of the complaint. If the complaining party does not wish to put the complaint in writing, or if he or she does not wish to have the complaint shown to the subject of the complaint, the complaining party should be informed that no further action will be taken on the complaint and no record shall be kept of the complaint;
- 4) Upon the receipt of a complaint in writing concerning a Regional member, the Receiver of Complaints shall inform the complaining party that if it is to be acted upon, the complaint must be shown to the member who is the subject of the complaint. If this is agreeable to the complaining party, the Receiver of Complaints should provide the subject of the complaint with a copy of the complaint and ask that he or she respond in writing to the complaint.
- 5) On the basis of the complaint and the response of the member, the Receiver of Complaints shall, in accordance with the Grievance Procedure adopted by *Trager International*, decide whether the complaint is “legitimate” or “frivolous”. A “frivolous” complaint is one that has little or no weight, value or importance, is not worthy of serious attention and has no reasonable grounds or support. A complaint that is not frivolous is “legitimate”.
- 6) If the Receiver of Complaints determines that the complaint is frivolous, he or she should dismiss the complaint, informing the complainant in writing of this action, and that he or she has the option of appealing this decision to the Ethics Committee of the United States *Trager* Association by contacting the Administrative Office of the United States *Trager* Association. At this time, the Receiver of Complaints should forward copies of both the complaint and the response to the Administrative Office of the United States *Trager* Association, where copies of such complaints determined to be frivolous shall be kept in a confidential file.
- 7) If a finding that a Complaint is frivolous is appealed to the Ethics Committee of the United States *Trager* Association, the Committee shall review the complaint and response and either uphold or reverse such determination. The decision of the Committee in this regard shall be final. The complaining party and the Receiver of Complaints shall be notified in writing concerning the decision of the Committee.

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- 8) If the Receiver of Complaints determines that the complaint is legitimate, he or she should inform both the subject of the complaint and the complaining party that the complaint and response is being forwarded to the Ethics Committee of the United States *Trager* Association for consideration, and that they will be contacted by that Committee.
- 9) If the Ethics Committee receives a complaint determined to be legitimate by the Receiver of Complaints, or determines upon appeal that a complaint is legitimate, it shall proceed to investigate the complaint in accordance with procedures adopted by the United States *Trager* Association Board of Directors.
- 10) The U.S.T.A. Ethics Committee is authorized to find that the complaint is without merit and to dismiss the complaint. The decision by the Committee to dismiss a complaint is final, and shall be communicated to the complaining party, the subject of the complaint and the Receiver of Complaints.
- 11) After investigation of the complaint, the U.S.T.A. Ethics Committee is authorized to condition the continuing membership of the subject of the complaint on the fulfilling of reasonable conditions appropriately related to the violation of the Code of Ethics. The imposition of such conditions may be appealed to the Board of Directors, both as the appropriateness of the recommended action and the fairness of the procedures followed.

If after investigating the complaint, the U.S.T.A. Ethics Committee believes that action should be taken that involves either suspension or revocation of membership privileges, it should make such a recommendation to the U.S.T.A. Board of Directors, which will make the final action decision on such action. In such a case, the Board of Directors may review both the appropriateness of the recommended action and the fairness of the procedures followed.