

CASI CODE of ETHICS



Code of ethics of the **CERTIFIED ACCESS SPECIALIST INSTITUTE**

A violation of any rule of the CASI code of ethics in the provision of CASp services constitutes grounds for disciplinary action. Every member of CASI shall comply with the following:

ARTICLE I – COMPETENCE

- 1) A member of CASI shall undertake to perform professional services only when he or she is qualified by education, training, and experience in the specific technical areas involved. A CASI member may engage as sub-consultants or recommend individuals from other disciplines whom the CASI member believes provide additional knowledge and/or experience necessary to provide services as mutually agreed upon by the CASI member and their client
- 2) In addition to the subsection above, when providing CASp services a CASI member shall act with reasonable care and competence, and shall apply the technical knowledge and skill which is ordinarily applied by CASps of good standing, practicing in this state under similar circumstances, conditions, and time

ARTICLE II – DUTY

- 1) The CASI member shall be fair, honest, impartial, and act in good faith in dealing with their clients
- 2) The CASI member shall not discriminate in any business activities on the basis of race, color, religion, sex, age, national origin, familial status, sexual orientation, physical or mental disability, and shall comply with applicable federal, state and local codes, ordinances and regulations concerning equal accessibility for those with a disability
- 3) The CASI member shall not communicate any information about an inspection to anyone except the client and respective tenant if appropriate without the prior consent of the client and/or their legal representative, except in a case where there may be an immediate impact on public safety
- 4) The CASI member shall always act in the interest of the client, unless doing so is in violation of this Code of Ethics or other applicable codes and binding laws
- 5) The CASI member shall use written contracts that specify the services to be performed, the scope of work and limitations of services, and the fees
- 6) The CASI member shall strive to improve the accessibility profession by sharing his/her knowledge and/or experience for the benefit of other CASI members, and the public at large. This does not preclude CASI member from copyrighting or marketing their expertise to other accessibility professionals or the public in any manner permitted by law

ARTICLE III – WILLFUL MISCONDUCT

- 1) In providing services a CASI member shall have knowledge of applicable building laws, codes, ordinances, and regulations applicable to accessibility for people with disabilities. A CASI member may obtain the advice of other individuals (e.g., other CASps, architects, attorneys, engineers, contractors, or other qualified person) as to the intent and meaning of such laws, codes, ordinances, and regulations and shall not knowingly provide services in violation of such laws, codes, ordinances, and regulations.

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ARTICLE IV – CONFLICT OF INTEREST

- 1) A member of CASI shall not accept compensation for services from more than one party on a project unless the circumstances are fully disclosed to and agreed to (such disclosure and agreement to be in writing) by all such parties
- 2) If a member of CASI has any business association or financial interest which is substantial enough to influence his or her judgment in connection with the performance of professional services, the CASI member shall fully disclose in writing to his or her client(s) or employer(s) the nature of the business association or financial interest. If the client(s) or employer(s) object(s) to such association or financial interest, the CASI member shall either terminate such association or interest or offer to give up the project or employment
- 3) A member of CASI shall not solicit or accept payments, rebates, refunds, commissions, or gifts whether in the form of money or otherwise from attorneys, contractors, material or equipment suppliers in return for referring their services or specifying their products to a client of the CASI member
- 4) A member of CASI shall not engage in a business or activity outside his or her capacity as an officer, employee, appointee, or agent of a governmental agency knowing that the business or activity may later be subject, directly or indirectly, to the control, inspection, review, audit or enforcement by the CASI member

ARTICLE V – FULL DISCLOSURE

- 1) A member of CASI shall accurately represent to a prospective or existing client or employer his or her qualifications and the scope of his or her responsibility in connection with projects or services for which he or she is claiming credit

ARTICLE VI – LEGAL

- 1) A member of CASI shall not provide legal advice unless they are legally qualified to do so

ARTICLE VII – COPYRIGHT INFRINGEMENT

- 1) A member of CASI shall not infringe upon the copyrighted works of another CASp or accessibility professional

ARTICLE VIII – LOGO & IDENTIFICATION

- 1) A member of CASI shall not use the CASI logo on their cards and other business materials since this is reserved for CASI business only
- 2) A member of CASI shall identify themselves on their business cards or other promotional materials as CASp or Certified Access Specialist
- 3) In addition a CASI member may state Certified Access Specialist Institute Member, or Member of the Certified Access Specialist Institute