



## Terms & Conditions

---

### Termination

- The Dawn reserves the right to terminate the internship at any time due to breach of conduct, failure to meet responsibilities, or ethical violations - stipulated in The Dawn's Code of Ethics below.
- Interns may withdraw from the programme for personal, academic, or medical reasons, but must provide at least two weeks' written notice wherever possible.
- In the event of a medical emergency or family crisis, immediate withdrawal may be permitted. Supporting documentation may be required for record purposes.
- Where the internship is part of a university credit programme, coordination will be made with the university to ensure documentation reflects the intern's participation and circumstances of departure.
- Interns who terminate early without valid reason or notice may not receive a certificate of completion or reference letter and may be expected to reimburse The Dawn for expenses, such as flights.

### Health, Insurance, and Legal Requirements

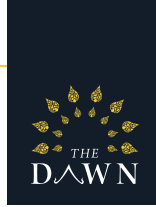
- Interns must provide proof of comprehensive health insurance valid in Thailand, including coverage for medical emergencies, outpatient care, and repatriation.
- Interns must hold the appropriate visa for the duration of the programme and comply with local immigration regulations.
- In the event of illness that affects an intern's ability to participate, they must notify their supervisor as soon as possible.
- If the illness requires a prolonged absence (more than 3 working days), a medical certificate must be provided. The Dawn will evaluate whether accommodations or adjustments to the schedule can be made.
- Interns who fall seriously ill and are unable to complete the internship may request a deferral or early termination, subject to discussion with their university and The Dawn.

## Code of Professional Ethics for Interns

---

Interns are expected to respect the integrity and protect the welfare of the clients and their colleagues with whom they work, as well as the reputation, integrity and professionalism of The Dawn. Interns shall do their utmost to protect their clients' interest above their own.

- Interns have a responsibility to be clear about the limitations of the services that we provide as an organization and on an individual level.
- Interns will not misrepresent their role or competence to clients.
- Interns are expected to have an awareness of their own needs and values as well as of their potential influence over clients. They are expected to avoid exploiting the trust or dependency of clients and using them for their own emotional needs.



- Interns will not engage in any act of a dishonest or fraudulent nature in the conduct of their professional activities.
- Interns will respect the rights and reputation of The Dawn when talking to clients. If an Intern is critical of The Dawn policies or any decision involving them and the treatment of the clients, they are expected to bring this to their supervisor. At no point, should clients be pulled into internal matters of the organization.
- Interns demonstrate respect for the cultural background of clients in their age, gender, race, ethnicity, national origin, religion, sexual orientation, disability, language, or socioeconomic status.
- Interns will not knowingly engage in behaviour that is harassing or demeaning to clients with whom they interact.
- Interns will avoid initiating or continuing consulting, or any other type of complimentary relationships without the consent of the management team.
- Interns who know of an ethical violation by another counsellor will bring this to the attention of the management team immediately.
- Interns will not enter into any financial engagement with clients. They will not buy or sell items to the clients. They will not lend or borrow money from the clients.
- Interns are aware of their values, attitudes, beliefs, and behaviours and avoid imposing values that are inconsistent with The Dawn counselling goals. They will be mindful around getting into discussions with clients around controversial or political topics.
- Sexual or romantic rehabilitation interactions or relationships with staff and clients, their romantic partners, or their immediate family members are strictly prohibited.
- Interns understand the challenges of accepting gifts from clients and recognise that in some cultures, small gifts are a token of respect and gratitude. When determining whether to accept gifts, the monetary value of gifts, the motivation of the client for giving gifts, and the motivation of the interns for accepting or declining gifts need to be considered fully and discussed with their supervisor.
- Interns do not share confidential information without consent from clients or without sound legal or ethical justification.
- The Dawn supervisors and interns are aware of the power difference in their relationships with supervisees, trainees and fellow interns. Interns and supervisors will inform the Head of Clinical if they enter in a sexual, or other intimate relationships with their colleagues. It is paramount that all clients are protected from any fall outs from relationship breakdowns between two interns whether it is in an intimate nature or not.
- Interns will seek the management team's consent before they disseminate any written material on their name which, in content, might be in personal nature and might be conveying personal views rather than The Dawns' and/or recognised professional bodies'.
- Interns will not enter a client's room alone and all interactions with clients must be done in communal areas. The only exceptions to meeting a client in a non-communal area if there has been an agreement with the supervisor for a specific task. If they are unsure about personal and professional boundaries with their clients this should be discussed with their supervisor.

Any intern who is found in breach of professional boundaries will be asked to leave immediately.