**Ethical Advising Best Practices**

* Conclude advising sessions by rephrasing students’ requests or concerns to demonstrate active listening. This facilitates *beneficence* and *respect*.
* Consult with a colleague when necessary and inform student when to expect an answer. *Beneficence* and *fidelity* are present when the student is encouraged to stay focused and positive while waiting for an answer.
* When consulting with a colleague, decide whether or not it is best to consult in front of the student or privately. Which method causes the most *beneficence*?
* Do not allow the transference of personal opinions and biases to influence solutions to issues. This promotes *nonmaleficence* and *justice*.
* Do not make negative comments about a colleague as an adviser who makes derogatory comments about another person shows disregard for *beneficence*, *nonmaleficence*, *respect* and *fidelity*.
* Investigate a situation sufficiently to make an informed and ethical decision. This shows *beneficence*, *nonmaleficence*, *respect* and *fidelity*.
* Model *beneficence*, *nonmaleficence*, *respect* and *fidelity* for the student by reminding them of the policies and procedures affecting the student’s requests and choices.
* Avoid hasty decisions, consider all perspectives, consult with experienced colleagues, ensure thoroughness in deliberations, consider short- and long-term consequences, follow up with everyone involved, and follow through on all commitments.

**BOTTOM LINE: Always apply beneficence, nonmaleficence, justice, respect and fidelity to the greatest extent possible for the greatest number of people.**

Adapted from Damminger, 2015