

CITING ETHICAL AND LEGAL STANDARDS

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Citing Ethics Codes. An ethics *code* is a compilation of ethical *standards*. For the citation of references in the text of a paper, see the section titled “Reference Citations in Text” (pp. 174-179) in the *Publication Manual of the American Psychological Association* (APA; 2010), hereinafter referred to as the *Publication Manual*. For guidelines in citing references in the reference list, see pages 180-192 in the APA (2010) *Publication Manual*. As a shortcut, look at the way ethical standards are cited in Corey, Corey, Corey, and Callanan (2015), which was generally edited in accord with APA (2010) guidelines. However, the APA *Publication Manual* governs style.

To understand the reference format for citing ethics codes, start with the APA’s preferred reference format for its code of ethics (retrieved online) as it is currently cited in APA journals:

American Psychological Association. (2017). *Ethical principles of psychologists and code of conduct* (2002, Amended June 1, 2010 and January 1, 2017). Retrieved from <http://www.apa.org/ethics/code/index.aspx>

The above title is italicized because the code is a stand-alone document like a report rather than a part of a greater whole like an article or book chapter (see Section 7.03 in the *Manual* and p. 32 or the *APA Guide to Electronic References*; further guidance available at <http://blog.apastyle.org/apastyle/2012/03/how-to-capitalize-and-format-reference-titles-in-apa-style.html>). The additional publication information in parentheses is included similarly to how report numbers are included after reports (see p. 185 of the *Publication Manual*).

For the *ACA Code of Ethics*, follow the same model. On the ACA website (<http://www.counseling.org/knowledge-center/ethics>), ACA provides a reference example with the reference information they prefer readers to use.

American Counseling Association (2014). *ACA Code of Ethics*. Alexandria, VA: Author.

The above ACA example is neither formatted in APA style nor does ACA claim that this reference example is in APA Style. To format this reference list entry in APA style, a few changes are needed to make it a properly formatted reference list entry. First, a period should be placed at the end of the author’s name. Second, the title should be italicized. Third, the title should be placed in sentence case rather than title case. Finally, use the retrieval information that leads to the version of the source you used. If you accessed a print version, then include the location and publisher info. If you used the PDF available from the ACA website, use the URL as the retrieval information in place of publisher information (see p. 16 of the *Guide to Electronic References*). In summary, an APA-style reference list entry for the ACA code of ethics would look like either format below:

American Counseling Association. (2014). *ACA code of ethics*. Alexandria, VA: Author.

American Counseling Association. (2014). *ACA code of ethics*. Retrieved from <http://www.counseling.org/docs/ethics/2014-aca-code-of-ethics.pdf>

Citing Legal Codes. Treat legal references like references with no author; that is, alphabetize legal references by the first significant item in the entry (word or abbreviation. See pages 216-224 in the APA (2010) *Publication Manual* for the format of references for legal materials and the ways to cite them in the text of your paper.

A7.03 Court Decisions (*Bluebook* Rule 10)

A typical reference form for court decisions includes (a) the title or name of the case (usually the one party versus another); (b) the citation, usually to a volume and page of one of the various sets of books (called *reporters*, which usually contain decisions of courts in particular political divisions or *jurisdictions*) where published cases can be found (e.g., the Federal Reporter, Second Series); and finally (c) the precise jurisdiction of the court writing the decision (e.g., the New York Court of Appeals), in parentheses, including the date of the decision.

The following guidelines are from APA (2010): “In text, cite the name of the case (italicized) and the year of the decision. If two or more years are given, cite those years as well. Court cases often have several years, each of which reflects a specific stage in the case’s history.

Reference form for cases:

Name v. Name, Volume Source Page (Court Date).

A7.04 Statutes (*Bluebook* Rule 12)

According to the current APA (2010) Publication Manual, “In text, give the popular or official name of the act (if any) and the year of the act. In the reference list entry, include the source and section number of the statute, and in parentheses, give the publication date of the statutory compilation, which may be different from the year in the name of the act” (p. 219).

According to the current APA (2010) Publication Manual, “Abbreviate the source as specified in the *Bluebook*. A few states use chapter or article numbers instead of section numbers; use abbreviations or symbols as shown in the *Bluebook*” (p. 220).

Reference form for statutes:

Name of Act, Volume Source § section number (year).

EXAMPLES

FEDERAL LAW

Named regulations: The in-text citation format for a named regulation follows the standard name–date format used in APA Style. Here’s the format and a sample citation taken from the APA blog (<http://blog.apastyle.org/apastyle/2013/07/the-rules-for-federal-regulations-i-code-of-federal-regulations.html>):

In-Text Citation

Name (Year) or (Name, Year)

Certain Activities Relating to Material Constituting or Containing Child
Pornography (2002)

or

(Certain Activities Relating to Material Constituting or Containing Child
Pornography, 2002)

If the name is particularly long, you can shorten it, provided that the shortened name clearly identifies the appropriate reference list entry

Reference List Entry

Certain Activities Relating to Material Constituting or Containing Child
Pornography, U.S.C. § 18-1-110-2252A (2002).

Unnamed regulations: The in-text citation format for unnamed regulations and a sample citation are below

In-Text Citation

Title number Source § xxx (Year) or (Title number Source § xxx, Year)

18 USC § 2252A (2002) or (18 USC § 2252A, 2002)

Note: The above text citation refers to the United States Code, Title 18, Part I,
Chapter 110, § 2252A.

Reference List Entry

18 USC § 2252A (2002)

Note: § = section symbol

EXAMPLES

STATE LAW

In-Text Citations

Ga. Code § 16-12-100.2 (2016)

Ga. Code § 19-7-5 (2016)

Reference List Entry

Computer Pornography and Child Exploitation Prevention Act, Ga. Code § 16-12-100.2 (2016).

Reporting of Child Abuse, Ga. Code § 19-7-5 (2016).

American Psychological Association (2010). *Publication manual of the American Psychological Association* (6th ed.). Washington, DC: Author. Page 220.

§ 2-300. How to Cite Constitutions, Statutes, and Similar Materials

§ 2-320. Statute Citations – Most Common Form

The core of a citation to a codified state statutory provision consists of three elements:

Element (a) - The name of code (abbreviated)

Element (b) - The number of the section or part, using the division identifiers of the jurisdiction's code (In some states major divisions of the code are designated by name rather than by number.)

Element (c) - An indication of the currency of the compilation relied upon, in parentheses. (With print compilations, this has traditionally been simply the year the volume or base volume and updating supplement relied upon were published. With electronic compilations, updated at least annually, this can be the year of the compilation relied upon. If the cited statutory provisions have been or may be volatile, an even more precise current "through" date is desirable whether print or electronic media are used. The precise form this takes will be governed by the form in which the compilation relied upon presents currency information. Westlaw furnishes the effective date of the most recent amendment to the cited provision included in its compiled version rather than a "through" date.)

Retrieved from http://www.law.cornell.edu/citation/2-300.htm#2-320_2_c

Examples

Ga. Code Ann. § 19-7-5 (currency information)

Ga. Code Ann. § 19-7-5 (West currency information)

* Both The Bluebook and the 2014 *ALWD Guide to Legal Citation* (<http://www.alwd.org/>) call for identification of the publisher or brand of any commercial compilation used, not prepared under direct supervision of the state - West in the second example. Both also call for adding the designation "Ann." when the compilation's name includes the word "annotated." The American Association of Law Libraries (AALL; 2014) *Universal Citation Guide* (<http://www.aallnet.org/>) would not include the publisher in any case nor would it indicate whether the version used was annotated.

OR

O.C.G.A. § 19-7-5

** Within Georgia, this more economical statutory citation format is used in decisions of the state's own courts and submissions to them, under circumstances where there is little ambiguity about which jurisdiction's statutes and which version are referred to. See Ga. Code Ann. § 19-7-5(e) (2013).

Retrieved from http://www.law.cornell.edu/citation/3-300.htm#3-320_Georgia

References

American Association of Law Libraries. (2014) *AALL Universal Citation Guide* (3rd ed.) Buffalo, NY: William S. Hein & Company.

Association of Legal Writing Directors (ALWD), & Barger, Colleen. M. (2014). (2014). *ALWD Guide to Legal Citation* (5th ed.). New York: NY: Wolters Kluwer Law and Business (Aspen Publishers).

Columbia Law Review, Harvard Law Review, University of Pennsylvania Law Review, & Yale Law Journal (Ed.). (2010). *The Blue Book: A Uniform System of Citation* (19th ed.). Cambridge, Mass. Harvard Law Review Association.

CITING GEORGIA STATUTES

REFERENCE LIST ENTRY

Cite the statute as found in the Official Code of Georgia Annotated.

Basic form

Name of law, Ga. Code Ann. ch. Chapter number, § Section number.
Reporting of Child Abuse, Ga. Code § 19-7-5 (2016)

Examples

Ga. Code Ann. Ch.19, § 7
Reporting of Child Abuse, Ga. Code Ann. Ch.19, § 7

TEXT CITATION

Basic form (from Official Code of Georgia Annotated)

Ga. Code Ann. Ch.19, § 7 (2016)
(Reporting of Child Abuse, Ga. Code Ann. Ch.19, § 7, 2016)

Examples

Ga. Code Ann. Ch.19, § 7 (2016) requires mandated reporting of child abuse.

Georgia law requires mandated reporting of child abuse (Reporting of Child Abuse, Ga. Code Ann. Ch.19, § 7, 2016)

Adapted from Oliver Zeff (2013). APA style: Citing legal materials. Last updated March 20, 2013. Retrieved from <http://lib.westfield.ma.edu/cite>

Official Code of Georgia Annotated

Title, Chapter, Article, Part

Statutory Code

Official Code of Georgia Annotated
Georgia Code Annotated [Unofficial]

Abbreviation

Ga. Code Ann.
Ga. Code Ann. (Harrison)

Retrieved from <http://www.legalcitation.net/>

CITING GEORGIA ADMINISTRATIVE RULES

REFERENCE LIST ENTRY

Cite the statute as found in the Georgia Comprehensive Rules and Regulations

Basic form

Name of chapter, Chapter number (ch.)
Code of ethics, Ga. Comp. R. & Regs. r. 135-7

Examples

Ga. Comp. R. & Regs. r. 135-7
Ga. Comp. R. & Regs. r. 510-4-.02

TEXT CITATION

Basic form

Ga. Comp. R. & Regs. r. 135-7
(Code of Ethics, Ga. Comp. R. & Regs. r. 135-7)

Examples

Georgia administrative rules for professional counselors allow disclosure of confidential information “where there is clear and imminent danger to the client or others” (Ga. Comp. R. & Regs. r. 135-7-.03 [2] [a] [4]). In such circumstances, however, “the licensee shall take whatever reasonable steps are necessary to protect those at risk including, but not limited to, warning any identified victims and informing the responsible authorities” (Ga. Comp. R. & Regs. r. 135-7-.03 [2] [a] [4]).

As adopted from APA (2010) Ethical Standard 4.05 (Disclosures), Georgia administrative rules for psychologists allow disclosure of confidential information to “where permitted by law for a valid purpose such as to...protect the client/patient, psychologist, or others from harm” (Ga. Comp. R. & Regs. r. 510-4-.02 [e] [2] [b]).

Official Code of Georgia Annotated

Statutory Code

Georgia Rules and Regulations
Ga. Comp. R. & Regs. r. 510-4
Ga. Comp. R. & Regs. r. 135-7-.03 (2) (a) (4)

Abbreviation

Ga. Comp. R. & Regs.

Retrieved from <http://rules.sos.ga.gov/>

Terminology

U. S. Code: Official compilation of federal laws passed by Congress and signed by President.

Code of Federal Regulations (CFR): Official compilation of federal regulations that are created by various federal agencies. These regulations provide specificity regarding the interpretation of federal laws.

Examples:

U.S. Department of Health and Human Services (HHS) writes regulations that interpret the Health Insurance Portability and Accountability Act of 1996 (HIPAA), which is based on Pub. L. No. 104-191, 110 Stat. 1936 (1996), codified at 42 U.S.C. § 300gg and 29 U.S.C § 1181 *et seq.* and 45 CFR 144 Purpose & Definitions. HHS writes the federal regulations that interpret HIPAA. Some of these regulations include the following:

45 CFR 162 Transaction Standards and Security Regulations

45 CFR 164 Security and Privacy Regulations

Federal tax law begins with the Internal Revenue Code (IRC), enacted by Congress in Title 26 of the United States Code (26 U.S.C.). The Internal Revenue Service (IRS) is the government agency within the U.S. Department of Treasury that interprets the federal tax laws through IRS regulations, which provide guidance about how tax laws are applied.

Federal Registry: An official daily report of between 30 and 50 pages that reports new federal regulations.