



**CODE OF ETHICS
AND
PROFESSIONAL RESPONSIBILITY OF
THE IDAHO ASSOCIATION OF PARALEGALS**

It is the responsibility of every paralegal to adhere strictly to the accepted standards of legal ethics and to live by general principles of proper conduct. The performance of the duties of the paralegal shall be governed by specific canons as defined herein in order that justice will be served and the goals of the profession attained.

The canons of ethics set forth hereafter are adopted by the Idaho Association of Paralegals as a general guide, and the enumeration of these rules does not mean there are not others of equal importance although not specifically mentioned.

Canon 1- A paralegal shall not perform any of the duties that lawyers only may perform nor do things that lawyers themselves may not do.

Canon 2- A paralegal may perform any task delegated and supervised by a lawyer so long as the lawyer is responsible to the client, maintains a direct relationship with the client, and assumes full professional responsibility for the work product.

Canon 3- A paralegal shall not engage in the practice of law by accepting cases, setting fees, giving legal advice or appearing in court (unless otherwise authorized by court or agency rules).

Canon 4- A paralegal shall not act in matters involving professional legal judgment as the services of a lawyer are essential in the public interest whenever the exercise of such judgment is required.

Canon 5- A paralegal must act prudently in determining the extent to which a client may be assisted without the presence of a lawyer.

Canon 6- A paralegal shall not engage in the unauthorized practice of law and shall assist in preventing the unauthorized practice of law.

Canon 7- A paralegal must protect the confidences of a client, and it shall be unethical for a paralegal to violate any statute now in effect or hereafter to be enacted controlling privileged communications.

Canon 8- It is the obligation of the paralegal to avoid conduct which would cause the lawyer to be unethical or even appear to be unethical, and loyalty to the employer is incumbent upon the paralegal.

Canon 9- A paralegal shall work continually to maintain integrity and a high degree of competency throughout the legal profession.

Canon 10- A paralegal shall strive for perfection through education in order to better assist the legal profession in fulfilling its duty of making legal services available to clients and the public.

Canon 11- A paralegal shall do all other things incidental, necessary, or expedient for the attainment of the ethics and responsibilities imposed by statute or rule of court.

Canon 12- A paralegal is governed by the American Bar Association Code of Professional Responsibility.