



Contract for Individual Supervision *Addendum: Students, RP (qualifying), CRPO Applicants (general route)*

Responsibilities

Supervision is an important part of your training / qualification as psychotherapist. During your supervision with me you will be treated as a fully autonomous therapist where and whenever possible. I trust on your ability to report factually on client sessions and honestly on your experiences in those sessions. However, as your supervisor I am also partially responsible for your treatment of clients and client affairs. Therefore the below is an important part of our professional agreement for supervision.

☀ Reporting:

- ☀ I practice *self-reporting* supervision: Generally, I do not require written reports or recordings of sessions. Please bring your client work, questions and client issues, your concerns re: training, transference, or counter-transference, and anything else you want to work with.
- ☀ Under certain circumstances I may request that you do reports for a specific client or a specific time period. Such circumstances may include situations in which you seem to miss details or require deeper contemplation of events happening in sessions.
- ☀ Under certain circumstances I may request you audiotape a session. Such circumstances may include situations in which communication between you and a client seems to be problematic. If that should become desirable we will discuss client consent and how / in what form the recording will be used.
- ☀ I highly recommend you keep notes of our supervision sessions and any recommendations that came up during those sessions.

☀ Responsibilities:

- ☀ It is your responsibility to inform your clients that you are practicing under supervision, who your supervisor is, and how confidentiality works in supervisory relationships.
 - ☀ If your clients ask for my contact information it is your duty to supply this information (office information, e.g. my card). Please also inform me as soon as possible of such client request.
 - ☀ You do not need to identify clients to me in your reporting (e.g. identifying details) unless specific situations make that necessary (e.g. client complaints, specific client needs, etc.)
- ☀ It remains your responsibility to implement any strategies or ideas discussed in your supervision sessions with me at the appropriate time and in the appropriate way. You are still the “lead” therapist in your therapy office. Should you feel uncertain about the “right” moment, I suggest you return the question to supervision before implementing it with your clients.
- ☀ Any advice I may offer on how to approach specific situations or concerns is understood to be given within the limitations of my third party perspective. You are asked to trust your professional understanding and therapeutic intuition when dealing with your clients in session. Should you feel uncertain about your next steps with a specific client or in certain situations bring that to supervision as it may point to a larger area of growth.

- ☀ As your supervisor during your training / qualifying period I am legally responsible for your professional conduct. Therefore I will periodically ask you about
 - ☀ client relationships
 - ☀ your approach towards and communication with clients
 - ☀ practice “rituals”
 - ☀ your reporting
 - ☀ transference and counter-transference issues
 - ☀ use of therapeutic tools
 - ☀ etc.

 - ☀ Should you ever have any concerns for the safety of one or your clients (e.g. suicidal ideation in a client) or be uncertain about our reporting duties, contact me as soon as possible and make any messages you are leaving URGENT.

 - ☀ I reserve the right to intervene in your relationship with a client if any of the following happens or is likely to happen and after our consultations you feel unable or unwilling to deal with the situation yourself:
 - ☀ the client is in danger of being harmed through the therapeutic relationship
 - ☀ the client shows signs of abusing you or the therapeutic relationship
 - ☀ the therapeutic relationship between you and your client is moving into a personal relationship
 - ☀ a conflict of interest situation is apparent or developing

 - ☀ Duration and frequency of supervision:
 - ☀ Supervision meetings shall be held once every _____ week(s) and be at least 30 / 60 minutes of length (enter frequency and circle preferred length of sessions). Additional or longer sessions can be arranged as necessary.
 - ☀ This contract shall be valid until you are graduating / qualifying for full membership or until (enter date) _____, whichever may come first.
 - ☀ Should the supervisee wish to leave the contract before the above mentioned time, he / she shall give one month notice in writing (email suffices) and provide proof of either a new supervisory contract with another supervisor or of cessation of practice.
 - ☀ Should the supervisor need to leave the contract before he above mentioned time (e.g. in case of serious illness), she will provide the supervisee with as much prior notice as possible and with contact information of at least one other supervisor who would be able to take on supervision for the supervisee.

 - ☀ The “Contract for Individual Supervision” is the main contract to which these pages are an addendum.
-

If you understand and accept the above and wish to pursue individual supervision with me, please sign below.

Date:

Name (please print):

Signature: