

## **Agreement for Supervision for Clinical Licensure**

This agreement is made between \_\_\_\_\_ (herein after referred to as the supervisee) and \_\_\_\_\_ (herein after referred to as the supervisor). The supervisor agrees to provide supervision in compliance with the requirements for the credential of Licensed Professional Counselor in the State of Georgia and in accordance with the terms below. The parties mutually agree to the following:

### **1. Frequency and Duration**

One hour of supervision shall be conducted weekly with supervisee. Session will be a minimum of 1 hour per session. Sessions will be held individually. Should the opportunity present itself to conduct supervision in a group setting, individual sessions will alternate each week with a group. Group will consist of no more than one supervisor to four supervisees ratio.

- The supervisee is to save all questions and concerns for the scheduled supervision session times. Exceptions to this would be a crisis/safety concern or issue with reporting.

### **2. Compensation**

Upon satisfactory performance of the services provided in the agreement, the supervisor shall be compensated in the following manner:

\$100.00 per hour of each individual supervision session, paid on a weekly basis at the time our individual supervision session is held.

\$50.00 per hour of each group supervision session (2 supervisees), paid on a weekly basis at the time our group supervision session is held.

\$30.00 per hour of each group supervision session (3+ supervisees), paid on a weekly basis at the time of our group supervision session is held.

\$30.00 per 15 minutes of Tape/ Document Review and / or production

\*\* Distance Supervision (phone or video chat): Same rates apply; for individuals only

- If the supervisee misses a session or cannot meet for the week, the supervisee must meet for double the time (either two 1-hour sessions or one 2-hour session) the following week and pay the hourly rate for two hours of service.
- Missed appointment fee: \$25 per missed appointment without 24 hour notification or emergency documentation.

### **3. Process of Supervision; The Supervisor shall:**

- a) Qualify as Board approved Licensed Professional Counselor Supervisor in the state of Georgia, and maintain this credential for the duration of the supervision process.
- b) Provide supervision on the agreed upon basis.
- c) Provide on-going and final evaluation of the supervisee's clinical skills.
- d) Provide oversight and guidance in diagnosing, treating, and dealing with the supervisee's clients.
- e) Conduct supervision with a focus on the raw data from the supervisee's clinical work.
- f) Conduct supervision as a process distinct from personal therapy or didactic instruction.

- g) Evaluate supervisee's role and conceptual understanding in the treatment process, and utilization of a theoretical base and counseling principals.
- h) Conduct supervision as a personal endeavor, making a reasonable effort to ensure the supervisee's competence in practice.
- i) Require that I personally observe one of the supervisee's counseling sessions at some point before supervision is complete by video recording.
- j) Conduct supervision according to the LPC code of ethics.

**4. Process of Supervision; The Supervisee shall:**

- a) Attend supervision on the agreed upon basis.
- b) Track all direct, indirect, and supervision hours needed for licensure.
- c) Maintain professional liability insurance throughout the course of supervision and provide supervisor with a copy.
- d) Appraise the supervisor of the diagnosis and treatment of each client.
- e) Participate in supervision with a goal of increasing competency in clinical practice and keeping with the LPC Board Code of Ethics.
- f) Request on-going and final evaluations of clinical work skills from the supervisor.
- g) Participate in any specific activities assigned by the supervisor with the purpose of gaining knowledge of and improving clinical counseling skills.
- h) In the event that the supervisee is conducting supervision with another supervisor besides myself, the supervisee must inform me of this and bring a copy of the other supervisor's signed off hours for the weeks you did not see me for supervision.
- i) Inform the supervisor of any and all reports made to CPS and provide the supervisor with a case number for each report to be kept on file.
- j) Provide the supervisor with the name and number of their on-site supervisor.

Both parties are encouraged to actively utilize the LPC Code of Ethics and LPC Board Rules throughout the course of the supervision process.

\_\_\_\_\_  
Supervisor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisee's Signature

\_\_\_\_\_  
Date