



Subject Name

Status
Employer
Program
Rotation
Evaluation Dates

Evaluated by: **Evaluator Name**

Status
Employer
Program

Practicum Supervision Contract 2025-26

I. Goals of Supervision

- A. Monitor and ensure the welfare and protection of patients of the supervisee.
- B. Promote development of supervisee's professional identity and competence.
- C. Provide evaluative feedback to the supervisee.
- D. Gate keep for the profession to ensure competent professionals enter.

II. Structure of Supervision

- A. The supervisor will provide supervisee with one hour of supervision per week.
- B. Structure of the supervision session: supervisor and supervisee will discuss expectations for preparation for supervision and in-session structure and processes. Supervisor will observe a live or video session at least once per month.
- C. Limits of confidentiality exist for supervisee disclosures in supervision. (e.g., supervisor normative reporting to graduate programs, licensing boards, training teams and other CHC Staff, program directors, upholding legal and ethical standards).
- D. Supervision will occur via telehealth or in person. If telesupervision occurs, it must take place in a private space, primarily over video, and with participants presenting in an environment similar to a clinical setting.

III. Duties and Responsibilities of Supervisor

- A. Assumes legal liability and responsibility for services offered by the supervisee.
- B. Oversees and monitors aspects of patient care, including conceptualization and treatment planning, assessment, and intervention including emergent circumstances, duty to warn and protect, legal, ethical, and regulatory standards, diversity factors, and management of supervisee countertransference to patient.
- C. Addresses strains or challenges in the supervisory relationship.
- D. Is available when the supervisee is providing patient services and designates a covering licensed psychologist when unavailable.
- E. Reviews and signs off on all reports, case notes, patient letters, as required.
- F. Develops and maintains a respectful and collaborative supervisory relationship within the power differential.
- G. Practices effective supervision that includes describing supervisor's theoretical orientation for supervision and therapy, and maintaining a distinction between supervision and psychotherapy.

- H. Actively accesses multicultural aspects of the client, supervisee and supervisor in regards to the therapeutic and supervisory relationships.
- I. Assists the supervisee in setting and attaining goals.
- J. Provides feedback anchored in supervisee training goals, objectives and competencies.
- K. Provides ongoing formative and summative evaluation.

- L. Informs supervisee when the supervisee is not meeting competence criteria for successful completion of the training experience, and implements remedial steps to assist the supervisee's development.*
- M. Discloses training, licensure including number and state(s), areas of specialty and special expertise, previous supervision training and experience, and areas in which they have previously supervised.*
- N. Adheres to the legal standard and the requirements of this contract that if the supervisor must cancel or miss a supervision session they will reschedule if possible.*

O. If the supervisor determines that a case is beyond the supervisee's competence, the supervisor may join the supervisee as co-therapist or may transfer a case to another therapist, as determined by the supervisor to be in the best interest of the patient.

IV. Duties and Responsibilities of the Supervisee

- A. Understands the liability (direct and vicarious) and responsibility of the supervisor for all supervisee professional practice and behavior.*
- B. Provides patient case conceptualization and treatment planning, assessment, and intervention including emergent circumstances, duty to warn and protect, legal, ethical, and regulatory standards, diversity factors, management of countertransference to patient, and strains to the supervisory relationship and consults on these areas in a timely fashion when needing assistance.*
- C. Will complete all patient notes in a timely manner, with the aim of completing the majority within twenty-four hours. This allows supervisors or other clinical team members to review notes promptly.*
- D. Implements supervisor directives, and discloses clinical issues, concerns, and errors as they arise.*

- E. Identifies to all patients their status as supervisee, the name of the clinical supervisor, and describes the supervisory structure (including supervisor access to all aspects of case documentation and records).*
- F. Attends supervision prepared to discuss patient cases with completed case notes and case conceptualization, patient progress, clinical and ethics questions, and literature on relevant evidence-based practices.*
- G. Informs supervisor of clinically relevant information from patient including patient progress, risk situations, self-exploration, supervisee emotional reactivity or countertransference to patient(s).*
- H. Integrates supervisor feedback into practice and provides feedback weekly to supervisor on patient and supervision process.*
- I. Seeks out and receives immediate supervision on emergent situations. Supervisor contact information is provided in the trainee manual.*
- J. Maintains documentation of the clinical supervision and services provided according to policy.*

K. Will not provide clinical care outside of states or jurisdictions where the supervisor is licensed.

1* I understand that signing this contract means both supervisee and supervisor agrees to follow the parameters described in this supervision contract and to conduct themselves in keeping with the American Psychological Association Ethical Principles. The contract is in effect from the date signed through the supervisee's last day with Community Health Center.

I understand and will abide by this contract.