

The Adam May CBT Practice

Friendly and encouraging Cognitive-Behavioural Therapy,
face to face, online & by telephone

Negotiating a Supervision Contract Psychotherapists & Counsellors

Name and contact details

Who is paying for the supervision, and what are the invoicing arrangements?

How frequent would you like the meetings to be?

What support do you have to do your work in addition to supervision? Do you have a first line manager? If so, how often do you have contact with them? Do you have regular meetings with your manager to discuss your work? What support do you receive from colleagues?

What is the purpose of supervision, and how do you want to sessions to be structured e.g. Is there a managerial element to the supervision, and do you want us to agree action plans and follow up progress at subsequent sessions, or do you want sessions to be entirely free-form and supervisee centred?

What is the content of discussions to encompass? Specifically:

- Your work with clients
- Your professional development
- Your general welfare, including your non-work life
- Practice development

What is your therapeutic orientation?

From what theoretical orientation would you like me to provide supervision?

Would you like support in achieving or maintaining BABCP or BACP accredited status?

Arrangements for providing video or tape-recorded sessions

What code of ethics or professional code of practice are you working to?

Assuming I have raised issues of concern with you and we have not reached a conclusion with which I feel comfortable, what am I to do? Specifically:

- If I am concerned that you are at risk of doing harm to others
- Your work has fallen significantly below an acceptable standard,
- You are yourself at risk of harm.

What suggestions do you have for how supervision sessions should be conducted? How will you present case material: by audio or a/v recording, or verbal report?

Please attach a copy of your job description, and any general information about your organisation that you feel may be of help to me in providing you with supervision.

Part of supervision is about governance, and ensuring the protection of the public and the profession. This is especially important in independent practice where practitioners are often sole traders, operating without benefit of a larger organization. When we make our supervision agreement, I will therefore need copies of your core qualifications and registrations, and your practice insurance certificate.

This pro forma may be distributed and used freely, with acknowledgement.
Adam May. April 2014.