



Supervision Contract

1. Introduction

This contract is an agreement between the Supervisor and the Supervisee for the provision of clinical supervision as part of the supervisee's professional development and practice in the field of psychology and/or therapeutic practice. The purpose of this supervision is to ensure ethical, legal, and competent psychological practice, as well as to support the professional growth and clinical skills of the Supervisee.

2. Parties Involved

Supervisor:

Name: Dr Tracy King

Profession: Chartered Clinical Psychologist

Health Care Professions Council (HCPC) License Number: PYL16996

Supervisee Name:

Profession:

Email:

Telephone:

Address:

3. Purpose of Supervision

The goal of supervision is to provide support, guidance, and feedback to the Supervisee on their clinical work to:

- Enhance clinical competence and ensure ethical practice.
- Promote reflective practice and professional development.
- Discuss case formulation, treatment planning, and interventions.
- Address clinical challenges and dilemmas.
- Foster personal growth and self-awareness, as it relates to clinical practice.

4. Supervision Structure

Supervision sessions will be held on an agreed regular basis (e.g., weekly, bi-weekly, monthly or ad hoc) for 1 hour or 30 minutes per session

Supervision will be one-to-one and conducted via video conference / phone.

5. Roles and Responsibilities

Supervisor Responsibilities:

- Ensure that supervision is provided in accordance with professional and ethical standards governed by the Health Care Professions Council (HCPC) and British Psychological Society (BPS).
- Offer constructive feedback, guidance, and recommendations on clinical practice.
- Facilitate the development of clinical skills and professional growth.
- Maintain confidentiality regarding cases discussed, except in situations where ethical or legal obligations require disclosure (e.g., risk of harm to self or others).
- Document and maintain records of supervision sessions.
- Provide ongoing assessment and evaluation of the supervisee's clinical work within the remit of ensuring they are practising within their competency.

Supervisee Responsibilities:

- Attend scheduled supervision sessions consistently and punctually.
- Be prepared to discuss clinical cases, challenges, and personal reflections.
- Maintain confidentiality regarding any clients or cases discussed in supervision.
- Engage in reflective practice and implement feedback from supervision sessions.
- Be proactive in seeking guidance or clarification on clinical matters.
- Adhere to the ethical and legal guidelines set by the relevant professional bodies (e.g., BABCP, BACP, UKCP, BPS, HCPC).
- Inform the Supervisor of any issues or concerns that may impact their clinical practice.

6. Confidentiality and Ethical Considerations

Both parties agree to maintain the confidentiality of the content discussed during supervision sessions, except where there is a legal or ethical obligation to disclose information.

The Supervisor may consult with other professionals (e.g., their own Supervisor) as needed but will ensure that the Supervisee's identity and client information remain protected and anonymised when possible.

Both the Supervisor and Supervisee agree to adhere to the ethical standards and codes of practice relevant to the profession, including reporting any risk to the safety of clients, the Supervisee, or others.

7. Evaluation and Feedback

Regular feedback will be provided to the Supervisee regarding their clinical work. This is on the basis of case information shared.

The Supervisee will engage in self-assessment and reflective practice, with the goal of identifying areas for improvement and celebrating progress in their clinical practice.

Every six sessions a review of the supervisory process will be made to consider new goals, and discuss any changes needed in the supervision structure.

We may use questionnaires to evaluate and keep on track with how the supervisory process is being received and the effectiveness of sessions.

8. Boundaries and Limits of Supervision

Supervision does not substitute for personal therapy or medical advice. If issues related to personal well-being arise that affect clinical practice, the supervisee is encouraged to seek external support.

The Supervisor will not be available for emergency consultation outside of the scheduled supervision sessions. The Supervisee can of course reach out when necessary, but a response will not be guaranteed immediately.

9. Record-Keeping

The Supervisor will maintain records of supervision sessions, including dates, topics discussed, and any key feedback provided.

Both parties agree that records will be kept confidential and in line with relevant data protection and confidentiality laws (e.g., GDPR).

10. Fees and Cancellation Policy

The fee for each one-hour supervision session will be £90, or £45 for each half hour. Extended sessions will be chargeable for each further fifteen minutes of supervision offered. Fees are payable 24 hours before the session, to confirm the booking.

A minimum of 24 hours' notice is required for the cancellation or rescheduling of supervision sessions. Missed sessions without adequate notice may result in the full fee being charged.

11. Dispute Resolution

In the event of a disagreement or conflict between the Supervisor and Supervisee, both parties agree to discuss the issue openly and respectfully.

12. Termination of Contract

Either party may terminate this supervision contract without charge, prior to 24 hours of the next booked session.

The Supervisor reserves the right to terminate the contract if ethical or legal concerns arise that compromise the effectiveness of the supervisory relationship or the safety of the clients.

13. Signatures

By signing below, both parties agree to the terms and conditions outlined in this supervision contract and commit to working together in a professional, ethical, and respectful manner.

Supervisor Signature:

Name: Dr Tracy King

Signature:

Supervisee Signature:

Name:

Signature:

Date:

This contract is designed to promote clarity, accountability, and mutual understanding within the supervisory relationship, ensuring that both parties are aligned in their goals and responsibilities.