**SUPERVISION CONTRACT**

“The supervision contract integrates all the components of supervision, and addresses the ethical standard of informed consent. This informed consent document combines the expected competencies of the setting and the supervisor with the supervisee’s self-assessment to ensure an integrated plan for supervision. The contract lays out the expectations for supervisor and supervisee roles and responsibilities, and the goals and tasks to achieve them specific to the supervisee (making this a “living document” that is modified with the supervisee’s progress to achieve goals and formulate new ones). The contract lays out the duties of the supervisor, including protection of the client as the highest priority, clarification of the supervisor’s multiple and potentially conflicting roles of client protection and gatekeeper for the profession, and balanced with the role of enhancing and facilitating the growth and development of competence of the supervisee. The contract clarifies the potential role conflicts the supervisor and supervisee may encounter as the supervisor performs these multiple roles” (p 1036).

Falender, C. A. & Shafranske, E. P. (2014). Clinical supervision: The state of the art. *Journal of Clinical Psychology, 70(11)*, 1030-1041.

Agreement between:

**NNN (Clinical Psychologist) Supervisor**

**XXX (Profession/role) Supervisee**

for the purposes of clinical supervision supervisee’s practice as [role/s].

**Frequency, venue and fees**

1. The frequency of the supervision will be [frequency here] (on a day and at time to be arranged at each session for the following one)
2. The duration of the supervision sessions will be 50 minutes
3. The supervision arrangement will be reviewed in …. months’ time
4. The supervision will take place at the offices of the supervisor
5. The cost of supervision will be $..... per session (incl GST)
6. Cancellation of a session by either party should be made with 24 hours’ notice (except in exceptional circumstances).
7. If the supervisor is unavailable, the supervisee will seek supervision from ……[other clinician]
8. The supervisee may request supervision by telephone outside of the regular supervision sessions at a pro rata rate (per quarter of an hour) and the reading of reports outside of scheduled supervision hours will be charged at a pro rata rate (per quarter of an hour).

**Goals of supervision**

1. Supervision will include:
* Discussion of case material and all other aspects of the supervisee’s [role/s] at supervision sessions
* A focus on the supervisee’s self-reflection about his/her practice to be facilitated by the supervisor
* Annually reviewing the supervisee’s work against the New Zealand Psychologists’ Board’s (NZPB) Core Competencies for Psychologists practicing in the clinical scope of practice based on the supervisee’s Initial Self-Reflective Review
* The development of Learning Objectives and a Learning Plan for the supervisee each year consistent with the NZPB’s mandatory Continuing Competence Programme (CCP)
1. Supervision will be provided to assist achieve the following general goals:
* maintain a high standard of client care and professional behaviour
* help develop the supervisee’s skills as a [role/s] local clinician, and build his/her career more broadly
* Specific developmental goals for the next 12 months are [contained in the supervisee’s CCP documents]

**Confidentiality, accountability, and conflicts of interest**

* The supervisee’s clients will be informed about his/her supervision arrangement
* The supervisor will be in supervision for this work
* Safety and Duty to Warn overrides confidentiality - with the explicit knowledge of the Supervisee
* The Supervisor will keep notes of supervision sessions for memory purposes and any other purposes they agree on – the supervisee has the right to access these records
* In the event of some concern arising for either the supervisor or the supervisee that involves issues of safety or propriety, which cannot be resolved between the parties, a joint consultation will be sought within a week with …… [relevant other clinician]
* Clinical responsibility for the supervisee’s clients rests with the supervisee
* Real or potential conflicts of interest will be identified and all reasonable steps will be taken to address the issue in the best interests of both parties.

**Responsibilities of both parties**

1. The supervisor agrees to:
* Maintain confidentiality about the content of the supervision sessions
* Provide an uninterrupted 50 minutes for each supervision session
* Operate according to the supervision guidelines of the NZCCP
* Maintain membership of the NZCCP
* Abide by the Code of Ethics endorsed by the NZCCP and the New Zealand Psychologists Board

1. The supervisee agrees to:
* Maintain confidentiality about the content of the supervision sessions
* Come to sessions prepared with written notes
* Address professional, ethical, and personal issues which relate to, and affect, his/her work.
* Operate according to the supervision guidelines of the [relevant professional body]
* Maintain membership of the [relevant professional body]
* Abide by the Code of Ethics endorsed by the [relevant professional body]

Signed: Date:

(supervisee)

Signed: Date:

(supervisor)