

CONTRACT FOR SUPERVISION

This agreement is made between _____ (herein after referred to as the supervisee) and **John Doe, MA, LPC-S, LSOTP-S** (herein after referred to as the supervisor). The supervisor agrees to provide supervision in compliance with the requirements of the Texas Administrative Code Chapter 681 (Rule 681.93) in the State of Texas and in accordance with the terms below. The parties mutually agree to the following:

Frequency and Duration:

Per Texas Administrative Code, Rule 681.92 (e), The LPC Intern must receive direct supervision consisting of a minimum of four (4) hours per month of supervision in individual (up to two Interns) or group (three or more) settings while the intern is engaged in counseling unless an extended leave of one month or more is approved in writing by the board approved supervisor. No more than 50% of the total hours of supervision may be received in group supervision.

Availability:

Supervision shall occur on a set and agreed upon schedule. The supervisor may be available between scheduled sessions, as needed, for phone consultation during regular business hours

(M – F, 9:00 am – 6:00 pm). Supervisor will be available after hours for emergent situations.

Supervisor can be reached at:

cell: 555-555-5555

email: john@doe.com

Compensation:

In exchange for supervisor's time, expertise and licensure, the supervisor shall be compensated **\$80 per individual session / \$40 per group session**, payable by the end of each month. Please note, if supervisee is pursuing supervision for ASOTP licensure, additional requirements and payment will be supplementary to this fee and addressed on a separate addendum. Supervisee may also be eligible to reduce fees owed each month by conducting counseling sessions as outlined in **Exhibit A**. Please note: if fee balance isn't paid in full by the 15th day of the following month, supervisee may be subject to immediate termination of the supervision contract and supervision services. If supervisee fails to notify supervisor less than 24 hours prior to scheduled supervision session of his/her inability to attend the session, supervisee is still responsible for the full fee of the missed session.

Duration and Termination:

The period of this agreement shall be from:

_____ to _____, inclusive

OR

From start date _____ until such time supervisee meets the hour and supervision requirements for licensure, or the agreement is otherwise terminated. Either party upon 30 days notice may terminate the agreement. The agreement may be immediately terminated if either part does not maintain necessary qualifications or fails to follow the LPC Board Code of Ethics or Board Rules.

Liability Insurance:

Supervisee agrees to purchase and maintain professional liability insurance with coverage of at least \$1,000,000. (copy attached)

Additional Supervisors:

Supervisee will notify supervisor of any other supervision agreements the supervisee has entered into, is currently in, or enters into in the future, as long as this agreement stands.

Payment for Services:

Supervisee understands that he/she cannot accept any direct payment for counseling services from a client.

Process of Supervision:

A. The supervisor shall

- Qualify as an LPC Supervisor in Texas and provide this qualification to the supervisee. The supervisor shall maintain this credential for the duration of the supervision.
- Accept the full professional responsibility for the counseling activities of the supervisee.
- Provide ongoing and final evaluation of the supervisee's clinical skills.
- Provide oversight and guidance in diagnosing, conceptualizing, treating and dealing with the supervisee's clients.
- Conduct supervision with a focus on the raw data as presented by the supervisee in supervisee's clinical work.
- Conduct supervision as a process distinct from personal therapy or didactic instruction.
- Evaluate the supervisee's role and conceptual understanding in the treatment process; evaluate supervisee's utilization of a theoretical base and counseling principles.

- Conduct supervision as a personal endeavor, making a reasonable effort to ensure the supervisee's competence in practice.
- Conduct supervision according to Title 22 Texas Administrative Code, Chapter 681 (Professional Counselors).
- Provide other services as follows: _____

B. The supervisee shall

- Attend supervision on the agreed upon basis.
- Apprise the supervisor of the diagnosis/case conceptualization and treatment of clients.
- Provide appropriate and current raw data and clinical materials for supervision which are
 - Representative of the supervisee's practice or that of the specialty where more guidance and direction are needed.
 - Clear as to the method used.
 - Sufficient to formulate the problem.
 - Illustrative of the supervisee's role, the treatment process, and the supervisee's utilization of a theoretical base and counseling principles.
 - Prioritized cases based on level of risk during the supervision session.
- Participate in supervision with a goal of increasing competency in clinical practice and keeping with Title 22 Texas Administrative Code, Chapter 681 (Professional Counselors).
- Request ongoing and final evaluations of clinical skills from the supervisor.
- Come to supervision sessions prepared to discuss cases and problems in the supervisee's clinical milieu, taking an active role in supervisee's own clinical and professional growth.
- Bring in the total number of face-to-face and indirect counseling hours accumulated since the last supervision session.
- Provide videotape or audiotape of sessions as requested or required by supervisor.
- Participate in specific activities as follows: _____

_____.

Remediation Plan:

Should supervisor determine that supervisee may not have the counseling skills or competence to practice professional counseling under a regular license, supervisor will develop a formal written plan of remediation of the supervisee which will be reviewed and signed by the supervisee and maintained as part of the supervisee's file (681.93 (f)(4)). In the event a remediation plan is implemented, and supervisee fails to successfully accomplish all goals within the plan, supervisor may not approve supervisee for full licensure and terminate the supervision contract and supervision services at that time.

Both parties agree to comply with Title 22 Texas Administrative Code, Chapter 681 for the entirety of the supervision contract.

Receipt of Guidelines and Other Information:

I have been provided a copy and/or direct link to download a copy of the LPC Brochure, Supervision Hours Log, LPC Consumer Complaints Sign, Texas Health and Safety Code Chapter 611, Current LPC Rules (Title 22 Texas Administrative Code, Chapter 681), Copy of Current Signed Supervision Contract

I HAVE READ AND UNDERSTAND ALL OF THE ITEMS IN THIS CONTRACT AND AGREE TO ITS TERMS.

Supervisee Signature

Date

Printed Name

Supervisor Signature

Date

Printed Name

EXHIBIT A
Rate of Payment

Supervisor will pay supervisee a fee of \$50 per SOTP (Sex Offender Treatment Program) treatment group that is co-facilitated with Supervisor, or another supervisee. Should supervisee conduct SOTP treatment groups by himself/herself, a fee of \$100 per treatment group will be paid to supervisee by supervisor.