

# Supervision Agreement

## INDEX OF LEGAL CITATIONS

This index accompanies the [Supervision Agreement](#) and provides legal citations for each of its matching numbered provisions.

16 CCR = Title 16, California Code of Regulations. BPC = Business and Professions Code.

<b>Requirement</b>	<b>LMFT Supervisees</b>	<b>LCSW Supervisees</b>	<b>LPCC Supervisees</b>
Supervisor and Supervisee shall sign a Supervision Agreement within 60 days of commencing supervision.	<i>16 CCR section 1833(c)</i>	<i>16 CCR section 1869(c)</i>	<i>16 CCR section 1820(c)</i>

### PART I - SUPERVISOR

#### A. SUPERVISOR QUALIFICATIONS

1. Supervisor holds and maintains a current and active California license in good standing and not under suspension or probation.	<i>BPC section 4980.03(g)(6)</i> <i>16 CCR section 1833.1(a)(1)</i>	<i>BPC section 4996.20(a)(5)</i> <i>16 CCR section 1870(a)(1)</i>	<i>BPC section 4999.12(h)</i> <i>16 CCR section 1821(a)(1)</i>
2. Supervisor must immediately notify the supervisee of any disciplinary action taken against their license, including revocation or suspension, even if stayed, probation terms, inactive license status, or any lapse in licensure that affects their ability or right to practice or supervise.	<i>16 CCR section 1833.1(a)(5)</i>	<i>16 CCR section 1870(a)(5)</i>	<i>16 CCR section 1821(a)(5)</i>
3. Supervisor has held an active license for at least two (2) of the past five (5) years immediately prior to commencing supervision.	<i>BPC section 4980.03(g)</i>	<i>BPC section 4996.20(a)</i>	<i>BPC section 4999.12(h)</i>
4. Supervisor has either practiced psychotherapy (or psychological counseling if an LEP) or provided direct clinical supervision of qualifying supervisees who perform psychotherapy, for at least two (2) years within the five (5) year period immediately prior to commencing supervision.	<i>BPC section 4980.03(g)</i>	<i>BPC section 4996.20(a)</i>	<i>BPC section 4999.12(h)</i>

# PART I - SUPERVISOR

## A. SUPERVISOR QUALIFICATIONS

5. Completed the initial supervisor training/coursework required at the time supervisor began supervising.	<i>16 CCR section 1821.1</i>	<i>16 CCR section 1871</i>	<i>16 CCR section 1834</i>
6. Completes 6 hours of Continuing Professional Development (CPD) in supervision each renewal cycle.	<i>16 CCR section 1834</i>	<i>16 CCR section 1871</i>	<i>16 CCR section 1821.3</i>
7. Supervisor has sufficient experience, training, and education in the area of clinical supervision to competently supervise individuals gaining experience toward licensure.	<i>16 CCR section 1833.1(a)(6)</i>	<i>16 CCR section 1870(a)(7)</i>	<i>16 CCR section 1821(a)(6)</i>
8. Supervisor has sufficient experience, training, and education in the profession for which the supervisee is pursuing licensure, to competently practice that profession in California.	<i>16 CCR section 1833.1(a)(2)</i>	<i>16 CCR section 1870(a)(2)</i>	<i>16 CCR section 1821(a)(2)</i>
9. Supervisor knows and understands the laws and regulations pertaining to supervision and the experience required for licensure.	<i>16 CCR section 1833.1(a)(7)</i>	<i>16 CCR section 1870(a)(8)</i>	<i>16 CCR section 1821(a)(7)</i>
10. Supervisor stays informed about developments in the profession being pursued by the supervisee and in California law governing its practice.	<i>16 CCR section 1833.1(a)(3)</i>	<i>16 CCR section 1870(a)(3)</i>	<i>16 CCR section 1821(a)(3)</i>
11. Supervisor is competent in the areas of clinical practice and techniques being supervised	<i>16 CCR section 1833.1(a)(3)</i>	<i>16 CCR section 1870(a)(3)</i>	<i>16 CCR section 1821(a)(3)</i>

## PART I - SUPERVISOR

### A. SUPERVISOR QUALIFICATIONS

<p>12. Supervisor has not ever provided therapeutic services to the supervisee, is not a spouse, domestic partner or relative of the supervisee, and does not currently have, nor previously had a personal, professional, or business relationship with the supervisee that undermines the authority or effectiveness of supervision</p>	<p><i>BPC section 4980.03(g)</i></p>	<p><i>BPC section 4996.20(a)</i></p>	<p><i>BPC section 4999.12(h)</i></p>
<p>13. Supervisor has submitted or will submit a <i>Supervisor Self-Assessment</i> report to the Board.</p>	<p><i>16 CCR section 1833.1(d)</i></p>	<p><i>16 CCR section 1870(d)</i></p>	<p><i>16 CCR section 1821(d)</i></p>

### B. EMPLOYMENT AND WORK SETTING REQUIREMENTS

<p>14. Supervisor shall not provide supervision unless the supervisee works in a setting that meets all of the following:</p> <ul style="list-style-type: none"> <li>• Lawfully and regularly provides mental health counseling or psychotherapy;</li> <li>• Provides oversight to ensure that the supervisee’s work at the setting meets the experience and supervision requirements and is within the scope of practice for the profession; and</li> <li>• If the supervisee has not yet been issued an associate registration, the setting shall not be a private practice or professional corporation.</li> </ul>	<p><i>BPC section 4980.43.3(b) and (c)</i></p>	<p><i>BPC section 4996.23.2(c) and (d)</i></p>	<p><i>BPC section 4999.46.3(d)</i></p>
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## PART I - SUPERVISOR

### B. EMPLOYMENT AND WORK SETTING REQUIREMENTS

<p>15. Supervisee may NOT do any of the following:</p> <ul style="list-style-type: none"> <li>• Receive any remuneration from patients or clients and only be paid by their employer;</li> <li>• Have a proprietary interest in the employers' business; or</li> <li>• Lease or rent space, pay for furnishings, equipment, or supplies, or in any other way pay for the obligations of the supervisee's employer.</li> </ul>	<p><i>BPC section 4980.43.3(e) and (f)</i></p>	<p><i>BPC section 4996.23.2(h) and (i)</i></p>	<p><i>BPC section 4999.46.3(f) and (g)</i></p>
<p>16. Supervisor shall ensure that the supervisee is employed as a W-2 employee or a volunteer, and not as an independent contractor.</p>	<p><i>BPC section 4980.43.3(a)</i></p>	<p><i>BPC section 4996.23.2(a)</i></p>	<p><i>BPC section 4999.46.3(a)</i></p>
<p>17. Supervisee may only perform mental health and related services at the places where their employer permits business to be conducted.</p>	<p><i>BPC section 4980.43.4(a)</i></p>	<p><i>BPC section 4996.23.3(a)</i></p>	<p><i>BPC section 4999.46.4(a)</i></p>
<p>18. If supervisor is not employed by the same employer as the supervisee, or serves as a voluntary supervisor, a written oversight agreement shall be executed between the supervisor and the organization as specified in law and provided to the supervisee.</p>	<p><i>BPC section 4980.43.4(d) and 16CCR section 1833(a)</i></p>	<p><i>BPC section 4996.23.3(d) and 16 CCR section 1869(a)</i></p>	<p><i>BPC section 4999.46.4(d) and 16 CCR section 1820(a)</i></p>

## PART I - SUPERVISOR

### B. EMPLOYMENT AND WORK SETTING REQUIREMENTS

<p>19. If the registered associate will be working in a private practice or professional corporation, the supervisor must (1) be employed by or contracted by the associate's employer or be an owner of the practice, and (2) either provide psychotherapeutic services to clients for the associate's employer or have a written contract with the associate's employer that provides the supervisor with the same access to the associate's clinical records as is provided to employees of the associate's employer.</p>	<p><i>BPC section 4980.43.4(b)</i></p>	<p><i>BPC section 4996.23.3(b)</i></p>	<p><i>BPC section 4999.46.4(b)</i></p>
<p>20. If the supervisee has been placed by a temporary staffing agency, supervisor shall ensure compliance with the laws pertaining to temporary staffing agency placements.</p>	<p><i>16 CCR section 1833.05</i></p>	<p><i>16 CCR section 1869.3</i></p>	<p><i>16 CCR section 1820.3</i></p>

### C. SUPERVISION REQUIREMENTS

<p>21. Supervisor shall ensure supervisee's compliance with the laws and regulations governing practice.</p>	<p><i>BPC section 4980.43.1</i></p>	<p><i>BPC section 4996.20(b)</i></p>	<p><i>BPC section 4999.12(m)</i></p>
<p>22. "Supervision" means responsibility for, and control of, the quality of mental health and related services provided by the supervisee.</p>	<p><i>BPC section 4980.43.1</i></p>	<p><i>BPC section 4996.20(b)</i></p>	<p><i>BPC section 4999.12(m)</i></p>
<p>23. Consultation or peer discussion shall not be considered supervision and shall not qualify as supervised experience</p>	<p><i>BPC section 4980.43.1</i></p>	<p><i>BPC section 4996.20(b)</i></p>	<p><i>BPC section 4999.12(m)</i></p>
<p>24. If supervising in a nonexempt setting, supervisor shall not serve as an individual or triadic supervisor for more than six supervisees at any time.</p>	<p><i>BPC section 4980.43.4(c)</i></p>	<p><i>BPC section 4996.23.3(c)</i></p>	<p><i>BPC section 4999.46.4(c)</i></p>

## PART I - SUPERVISOR

### C. SUPERVISION REQUIREMENTS

25. Supervisor shall provide the amount and type of direct supervisor contact as required by law.	<i>BPC section 4980.43.2</i>	<i>BPC section 4996.23.1</i>	<i>BPC section 4999.46.2</i>
26. When conducting group supervision, supervisor shall ensure that the amount and degree of supervision is appropriate to each supervisee's needs.	<i>BPC section 4980.43.2(b)(3)</i>	<i>BPC section 4996.23.1(b)(3)</i>	<i>BPC section 4999.46.2(b)(3)</i>
27. Supervisor shall sign the supervisee's experience log on a weekly basis, and shall verify the supervisee's completed experience hours at the completion or termination of supervision.	<i>16 CCR section 1833(d) and (e)</i>	<i>16 CCR section 1869(d) and (e)</i>	<i>16 CCR section 1820(d) and (e)</i>
28. Supervisor shall provide written procedures to the supervisee for contacting the supervisor and an alternative on-call supervisor to assist in handling crises and emergencies.	<i>16 CCR section 1833.1(a)(10)</i>	<i>16 CCR section 1870(a)(11)</i>	<i>16 CCR section 1821(a)(10)</i>
29. If supervisor is a Licensed Educational Psychologist (LEP), may only supervise the provision of educationally related mental health services consistent with the LEP scope of practice.	<i>16 CCR section 1833.1(a)(2)</i>	<i>16 CCR section 1870(a)(2)</i>	<i>16 CCR section 1821(a)(2)</i>

### D. OTHER SUPERVISOR REQUIREMENTS

30. Supervisor shall obtain from the supervisee the name, address and telephone number of the supervisee's most recent supervisor and employer.	<i>16 CCR section 1833.1(c)</i>	<i>16 CCR section 1870(c)</i>	<i>16 CCR section 1821(c)</i>
31. Upon written request of the Board, supervisor shall provide to the Board any documentation which verifies compliance with supervisor requirements.	<i>16 CCR section 1833.1(e) and BPC section 4980.43.5</i>	<i>16 CCR section 1870(e) and BPC section 4996.21</i>	<i>16 CCR section 1821(e) and BPC section 4999.46.5</i>

## PART I - SUPERVISOR

### D. OTHER SUPERVISOR REQUIREMENTS

32. Supervisor shall self-monitor for and address supervision dynamics such as, but not limited to, countertransference-, intrapsychic-, interpersonal-, or trauma-related issues that may affect supervision	<i>16 CCR section 1833.1(a)(4)</i>	<i>16 CCR section 1870(a)(4)</i>	<i>16 CCR section 1821(a)(4)</i>
33. Supervisor shall give at least (1) one week's prior written notice to a supervisee of intent not to sign for any further hours of experience for such person. If supervisor has not provided such notice, supervisor shall sign for hours of experience obtained in good faith where required supervision was provided.	<i>16 CCR section 1833.1(b)</i>	<i>16 CCR section 1870(b)</i>	<i>16 CCR section 1821(b)</i>

## PART II - SUPERVISEE

1. Supervisees must meet all requirements of the licensing law for the profession they are pursuing in order to engage in practice with clients.	<i>BPC Chapter 13, and 16 CCR Division 18</i>	<i>BPC Chapter 14, and 16 CCR Division 18</i>	<i>BPC Chapter 16, and 16 CCR Division 18</i>
2. Supervisee may only provide services at the place(s) where their employer allows business to be conducted.	<i>BPC section 4980.43.4(a)</i>	<i>BPC section 4996.23.3(a)</i>	<i>BPC section 4999.46.4(a)</i>
3. Supervisees are prohibited from providing clinical services or gaining experience in a private practice or professional corporation unless they hold an active Associate registration.	<i>BPC section 4980.06(b)</i>	<i>BPC section 4996.14.2(b)</i>	<i>BPC section 4999.26(b)(2)</i>
4. In order for the supervisee to earn postdegree experience, they must hold an active Associate registration with the Board unless an exception is allowed for in the BPC.	<i>BPC section 4980.43(a), (b) and (c)</i>	<i>BPC section 4996.14.2(a), (b) and (c)</i>	<i>BPC sections 4999.46(a), (b) and (c)</i>

## PART II - SUPERVISEE

<p>5. Supervisee's supervisor must maintain a current and active California license in good standing while supervising, and that any hours gained during the time the supervisor's license is lapsed will not count toward licensure.</p>	<p><i>16 CCR section 1833.1(a)(1)</i></p>	<p><i>16 CCR section 1870(a)(1)</i></p>	<p><i>16 CCR section 1821(a)(1)</i></p>
<p>6. Supervisee must be employed as either a W-2 employee or a volunteer, and not as an independent contractor; and shall provide the W-2 or letter verifying volunteer status upon application for licensure.</p>	<p><i>BPC section 4980.43.3(a)</i></p>	<p><i>BPC section 4996.23.2(a)</i></p>	<p><i>BPC section 4999.46.3(a)</i></p>
<p>7. Supervisee's supervisor must sign the experience log on a weekly basis, and must also verify supervisee's completed experience hours at the completion of supervision in order for the experience to count toward licensure.</p>	<p><i>16 CCR section 1833(d) and (e)</i></p>	<p><i>16 CCR section 1869(d) and (e)</i></p>	<p><i>16 CCR section 1820(d) and (e)</i></p>
<p>8. All hours of experience must be completed within the six (6)-year period immediately preceding submission of the <i>Application for Licensure</i> (with the exception of 500 supervised practicum hours for LMFT applicants)</p>	<p><i>BPC section 4980.43(c)</i></p>	<p><i>BPC section 4996.23(d)</i></p>	<p><i>BPC section 4999.46(e)</i></p>
<p>9. Supervisee shall NOT do any of the following:</p> <ul style="list-style-type: none"> <li>• Receive any remuneration from patients or clients and only be paid by their employer;</li> <li>• Have a proprietary interest in the employers' business; or</li> <li>• Lease or rent space, pay for furnishings, equipment, or supplies, or in any other way pay for the obligations of the employer.</li> </ul>	<p><i>BPC section 4980.43.3(e) and (f)</i></p>	<p><i>BPC section 4996.23.2(h) and (i)</i></p>	<p><i>BPC section 4999.46.3(f) and (g)</i></p>



## PART III – SUPERVISORY PLAN

Collaboratively develop a <i>Supervisory Plan</i> with the supervisee within 60 days of commencing supervision.	<i>16 CCR section 1833(c)</i>	<i>16 CCR section 1869(c)</i>	<i>16 CCR section 1820(c)</i>
1. Complete an assessment of the ongoing strengths and limitations of the supervisee at least once a year and at the completion or termination of supervision, and provide a copy to the supervisee.	<i>16 CCR section 1833.1(a)(10)</i>	<i>16 CCR section 1870(a)(10)</i>	<i>16 CCR section 1821(a)(10)</i>
2. Ensure that the extent, kind, and quality of counseling performed is consistent with the education, training, and experience of the supervisee.	<i>16 CCR section 1833.1(a)(8) and BPC section 4980.43.1(b)(1)</i>	<i>16 CCR section 1870(a)(8) and BPC section 4999.12(m)(1)</i>	<i>16 CCR section 1821(a)(8) &amp; BPC section 4996.20(b)(1)</i>
3. Monitor and evaluate assessment, diagnosis, and treatment decisions of the supervisee and provide regular feedback.	<i>BPC section 4980.43.1(b)(2)</i>	<i>BPC section 4999.12(m)(2)</i>	<i>BPC section 4996.20(b)(2)</i>
4. Monitor and evaluate the ability of the supervisee to provide services at the site(s) where the supervisee will be practicing and to the particular clientele being served.	<i>BPC section 4980.43.1(b)(3)</i>	<i>BPC section 4999.12(m)(3)</i>	<i>BPC section 4996.20(b)(3)</i>
5. Monitoring and addressing clinical dynamics, including, but not limited to, countertransference-, intrapsychic-, interpersonal-, or trauma-related issues that may affect the supervisory or practitioner-patient relationship.	<i>BPC section 4980.43.1(b)(4)</i>	<i>BPC section 4999.12(m)(4)</i>	<i>BPC section 4996.20(b)(4)</i>
6. Review progress notes, process notes, and other treatment records.	<i>BPC section 4980.43.1(b)(6)</i>	<i>BPC section 4999.12(m)(6)</i>	<i>BPC section 4996.20(b)(6)</i>
7. Directly observe therapy, or review audio or video recordings of therapy, in an amount the supervisor deems appropriate, with the client's written consent.	<i>BPC section 4980.43.1(b)(7)</i>	<i>BPC section 4999.12(m)(7)</i>	<i>BPC section 4996.20(b)(7)</i>