



Board of Behavioral Sciences
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Associate Marriage and Family Therapist / MFT Trainee SAMPLE LETTER OF AGREEMENT FOR SUPERVISION

Required when the Associate's or Trainee's supervisor is working as a volunteer

Date:
 Associate Marriage and Family Therapist or MFT Trainee name:
 Supervisor name:
 Employer name:

This letter serves as an agreement between the employer, (Employer's name), the Associate Marriage and Family Therapist or MFT Trainee, (Associate's or Trainee's name), and the Associate's or Trainee's supervisor, (Supervisor's name).

(Supervisor's name) is employed by (Employer's name) on a VOLUNTARY basis. (Employer's name) agrees to allow (Supervisor's name) to supervise (Associate's or Trainee's name). (Supervisor's name) agrees to supervise (Associate's or Trainee's name) for (Employer's name).

(Supervisor's name) agrees to take supervisory responsibility for the marriage and family therapy services provided by (Associate's or Trainee's name) as required by Chapter 13 of the California Business and Professions Code and Title 16, Division 18, Article 4 of the California Code of Regulations. (Supervisor's name) shall ensure that the extent, kind and quality of services performed is consistent with (Associate's or Trainee's name) training, education, and experience and is appropriate in extent, kind and quality.

(Employer's name) is aware of the licensing requirements that must be met by (Associate's or Trainee's name) and agrees not to interfere with the supervisor's legal and ethical obligations to ensure compliance with those requirements; and agrees to provide the supervisor access to clinical records of the clients counseled by (Associate's or Trainee's name).

 Supervisor's Signature

 Date

 Associate's or Trainee's Signature

 Date

 Employer's Authorized Representative Name

 Employer's Authorized Representative Signature

 Date

NOTE:

This is a SAMPLE letter. It should be written on the letterhead of the employer and signed and dated prior to gaining hours of experience. See Title 16, California Code of Regulations section 1833(b)(4).