

Supervision Agreement

INDEX OF LEGAL CITATIONS

This index accompanies the [Supervision Agreement](#) and provides legal citations for each of its matching numbered provisions. All code sections can be found in the [Statutes and Regulations](#).

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

REQUIREMENT	LMFT	LCSW	LPCC
Supervisor and Supervisee shall sign a Supervision Agreement within 60 days of commencing supervision.	16 CCR section (§) 1833(c)	16 CCR § 1869(c)	16 CCR § 1820(c)

PART I - SUPERVISOR

A. SUPERVISOR QUALIFICATIONS

REQUIREMENT	Supervisors of AMFTs or MFT Trainees	Supervisors of ASWs	Supervisors of APCCs
1. Supervisor holds and maintains a current and active California license in good standing and not under suspension or probation.	BPC § 4980.03(g)(6) 16 CCR § 1833.1(a)(1)	BPC § 4996.20(a)(5) 16 CCR § 1870(a)(1)	BPC § 4999.12(h) 16 CCR § 1821(a)(1)
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.	16 CCR § 1833.1(a)(5)	16 CCR § 1870(a)(5)	16 CCR § 1821(a)(5)
3. Supervisor has held an active license for at least two (2) of the past five (5) years immediately prior to commencing supervision.	BPC § 4980.03(g)	BPC § 4996.20(a)	BPC § 4999.12(h)
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.	BPC § 4980.03(g)	BPC § 4996.20(a)	BPC § 4999.12(h)

PART I - SUPERVISOR

A. SUPERVISOR QUALIFICATIONS

REQUIREMENT	Supervisors of AMFTs or MFT Trainees	Supervisors of ASWs	Supervisors of APCCs
5. Completed the initial supervisor training/coursework required at the time supervisor began supervising.	16 CCR § 1821.1	16 CCR § 1871	16 CCR § 1834
6. Completes 6 hours of Continuing Professional Development (CPD) in supervision each renewal cycle.	16 CCR § 1834	16 CCR § 1871	16 CCR § 1821.3
7. Supervisor has sufficient experience, training, and education in the area of clinical supervision to competently supervise individuals gaining experience toward licensure.	16 CCR § 1833.1(a)(6)	16 CCR § 1870(a)(7)	16 CCR § 1821(a)(6)
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.	16 CCR § 1833.1(a)(2)	16 CCR § 1870(a)(2)	16 CCR § 1821(a)(2)
9. Supervisor knows and understands the laws and regulations pertaining to supervision and the experience required for licensure.	16 CCR § 1833.1(a)(7)	16 CCR § 1870(a)(8)	16 CCR § 1821(a)(7)
10. Supervisor stays informed about developments in the profession being pursued by the supervisee and in California law governing its practice.	16 CCR § 1833.1(a)(3)	16 CCR § 1870(a)(3)	16 CCR § 1821(a)(3)
11. Supervisor is competent in the areas of clinical practice and techniques being supervised	16 CCR § 1833.1(a)(3)	16 CCR § 1870(a)(3)	16 CCR § 1821(a)(3)
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.	BPC § 4980.03(g)	BPC § 4996.20(a)	BPC § 4999.12(h)
13. Supervisor has submitted or will submit a Supervisor Self-Assessment Report to the Board.	16 CCR § 1833.1(d)	16 CCR § 1870(d)	16 CCR § 1821(d)

PART I - SUPERVISOR

B. EMPLOYMENT AND WORK SETTING REQUIREMENTS

REQUIREMENT	Supervisors of AMFTs or MFT Trainees	Supervisors of ASWs	Supervisors of APCCs
<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"> • Lawfully and regularly provides mental health counseling or psychotherapy; • 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 • If the supervisee has not yet been issued an associate registration, the setting shall not be a private practice or professional corporation. 	<i>BPC § 4980.43.3(b) and (c)</i>	<i>BPC § 4996.23.2(c) and (d)</i>	<i>BPC § 4999.46.3(d)</i>
<p>15. Supervisee may NOT do any of the following:</p> <ul style="list-style-type: none"> • Receive any remuneration from patients or clients and only be paid by their employer; • Have a proprietary interest in the employers' business; or • Lease or rent space, pay for furnishings, equipment, or supplies, or in any other way pay for the obligations of the supervisee's employer. 	<i>BPC § 4980.43.3(e) and (f)</i>	<i>BPC § 4996.23.2(h) and (i)</i>	<i>BPC § 4999.46.3(f) and (g)</i>
<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>	<i>BPC § 4980.43.3(a)</i>	<i>BPC § 4996.23.2(a)</i>	<i>BPC § 4999.46.3(a)</i>
<p>17. Supervisee may only perform mental health and related services at the places where their employer permits business to be conducted.</p>	<i>BPC § 4980.43.4(a)</i>	<i>BPC § 4996.23.3(a)</i>	<i>BPC § 4999.46.4(a)</i>

PART I - SUPERVISOR

B. EMPLOYMENT AND WORK SETTING REQUIREMENTS

REQUIREMENT	Supervisors of AMFTs or MFT Trainees	Supervisors of ASWs	Supervisors of APCCs
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.	<i>BPC § 4980.43.4(d)</i> <i>16CCR § 1833(a)</i>	<i>BPC § 4996.23.3(d)</i> <i>16 CCR § 1869(a)</i>	<i>BPC § 4999.46.4(d)</i> <i>16 CCR § 1820(a)</i>
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.	<i>BPC § 4980.43.4(b)</i>	<i>BPC § 4996.23.3(b)</i>	<i>BPC § 4999.46.4(b)</i>
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.	<i>16 CCR § 1833.05</i>	<i>16 CCR § 1869.3</i>	<i>16 CCR § 1820.3</i>

C. SUPERVISION REQUIREMENTS

REQUIREMENT	Supervisors of AMFTs or MFT Trainees	Supervisors of ASWs	Supervisors of APCCs
21. Supervisor shall ensure supervisee's compliance with the laws and regulations governing practice.	<i>BPC § 4980.43.1</i>	<i>BPC § 4996.20(b)</i>	<i>BPC § 4999.12(m)</i>
22. "Supervision" means responsibility for, and control of, the quality of mental health and related services provided by the supervisee.	<i>BPC § 4980.43.1</i>	<i>BPC § 4996.20(b)</i>	<i>BPC § 4999.12(m)</i>
23. Consultation or peer discussion shall not be considered supervision and shall not qualify as supervised experience	<i>BPC § 4980.43.1</i>	<i>BPC § 4996.20(b)</i>	<i>BPC § 4999.12(m)</i>

PART I - SUPERVISOR

C. SUPERVISION REQUIREMENTS

REQUIREMENT	Supervisors of AMFTs or MFT Trainees	Supervisors of ASWs	Supervisors of APCCs
24. If supervising in a nonexempt setting, supervisor shall not serve as an individual or triadic supervisor for more than six supervisees receiving supervision for providing clinical mental health services who are not fully licensed at the highest level for independent clinical practice.	<i>BPC § 4980.43.4(c)</i>	<i>BPC § 4996.23.3(c)</i>	<i>BPC § 4999.46.4(c)</i>
25. Supervisor shall provide the amount and type of direct supervisor contact as required by law.	<i>BPC § 4980.43.2</i>	<i>BPC § 4996.23.1</i>	<i>BPC § 4999.46.2</i>
26. When conducting group supervision, the supervisor shall ensure that the group consists of no more than eight persons receiving supervision for providing clinical mental health services and shall ensure that the amount and degree of supervision is appropriate for each person in the group.	<i>BPC § 4980.43.2 (b)(3)</i>	<i>BPC § 4996.23.1 (b)(3)</i>	<i>BPC § 4999.46.2 (b)(3)</i>
27. Within 60 days of commencing supervision via videoconferencing the supervisor shall conduct a meeting with the supervisee to assess the appropriateness of allowing the supervisee to receive supervision via videoconferencing. The supervisor shall document the results of the assessment and shall not utilize supervision via videoconferencing if the assessment finds it is not appropriate.	<i>BPC § 4980.43.2 (d)(1)</i>	<i>BPC § 4996.23.1 (d)(1)</i>	<i>BPC § 4999.46.2 (d)(1)</i>
28. 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 § 1833(d) and (e)</i>	<i>16 CCR § 1869(d) and (e)</i>	<i>16 CCR § 1820(d) and (e)</i>
29. Supervisor shall provide written procedures for contacting the supervisor and an alternative on-call supervisor to assist in handling crises and emergencies.	<i>16 CCR § 1833.1(a)(10)</i>	<i>16 CCR § 1870(a)(11)</i>	<i>16 CCR § 1821(a)(10)</i>
30. A supervisor who is an LEP may only supervise the provision of educationally related mental health services consistent with LEP scope of practice.	<i>16 CCR § 1833.1(a)(2)</i>	<i>16 CCR § 1870(a)(2)</i>	<i>16 CCR § 1821(a)(2)</i>

PART I - SUPERVISOR

D. OTHER SUPERVISOR REQUIREMENTS

REQUIREMENT	Supervisors of AMFTs or MFT Trainees	Supervisors of ASWs	Supervisors of APCCs
31. Supervisor shall obtain the name, address and telephone number of the supervisee's most recent supervisor and employer.	16 CCR § 1833.1(c)	16 CCR § 1870(c)	16 CCR § 1821(c)
32. Upon written request of the Board, supervisor shall provide to the Board any documentation which verifies compliance with supervisor requirements.	16 CCR § 1833.1(e) BPC § 4980.43.5	16 CCR § 1870(e) BPC § 4996.21	16 CCR § 1821(e) BPC § 4999.46.5
33. 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	16 CCR § 1833.1(a)(4)	16 CCR § 1870(a)(4)	16 CCR § 1821(a)(4)
34. 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.	16 CCR § 1833.1(b)	16 CCR § 1870(b)	16 CCR § 1821(b)

PART II - SUPERVISEE

REQUIREMENT	Supervisee Pursuing LMFT Licensure	Supervisee Pursuing LCSW Licensure	Supervisee Pursuing LPCC Licensure
1. Supervisees must meet all requirements of the licensing law for the profession they are pursuing to engage in practice with clients.	BPC Chapter 13, and 16 CCR Division 18, Article	BPC Chapter 14, and 16 CCR Division 18	BPC Chapter 16, and 16 CCR Division 18
2. Supervisee may only provide services at the place(s) where their employer allows business to be conducted.	BPC § 4980.43.4(a)	BPC § 4996.23.3(a)	BPC § 4999.46.4(a)
3. Supervisees are prohibited from providing clinical services or gaining experience in a private practice or professional	BPC § 4980.06(b)	BPC § 4996.14.2(b)	BPC § 4999.26(b)(2)

corporation unless they hold an active Associate registration.			
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PART II - SUPERVISEE

REQUIREMENT	Supervisee Pursuing LMFT Licensure	Supervisee Pursuing LCSW Licensure	Supervisee Pursuing LPCC Licensure
4. In order for the supervisee to earn post-degree experience, they must hold an active Associate registration with the Board unless an exception is allowed for in the BPC.	<i>BPC § 4980.43(a), (b) and (c)</i>	<i>BPC § 4996.14.2(a), (b) and (c)</i>	<i>BPC §§ 4999.46(a), (b) and (c)</i>
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.	<i>16 CCR § 1833.1(a)(1)</i>	<i>16 CCR § 1870(a)(1)</i>	<i>16 CCR § 1821(a)(1)</i>
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.	<i>BPC § 4980.43.3(a)</i>	<i>BPC § 4996.23.2(a)</i>	<i>BPC § 4999.46.3(a)</i>
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.	<i>16 CCR § 1833(d) and (e)</i>	<i>16 CCR § 1869(d) and (e)</i>	<i>16 CCR § 1820(d) and (e)</i>
8. All hours of experience must be completed within the six (6)-year period immediately preceding submission of the <i>Application for Licensure (with the exception of 500 supervised practicum hours for LMFT applicants)</i> .	<i>BPC § 4980.43(c)</i>	<i>BPC § 4996.23(d)</i>	<i>BPC § 4999.46(e)</i>
9. Supervisee shall NOT do any of the following: <ul style="list-style-type: none"> • Receive any remuneration from patients or clients; • Have a proprietary interest in the employers' business; or • Lease or rent space, pay for furnishings, equipment, or supplies, or in any other 	<i>BPC § 4980.43.3(e) and (f)</i>	<i>BPC § 4996.23.2(h) and (i)</i>	<i>BPC § 4999.46.3(f) and (g)</i>

way pay for the obligations of the employer.			
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PART III – SUPERVISORY PLAN

REQUIREMENT	Supervisee Pursuing LMFT Licensure	Supervisee Pursuing LCSW Licensure	Supervisee Pursuing LPCC Licensure
Collaboratively develop a Supervisory Plan with the supervisee within 60 days of commencing supervision.	16 CCR § 1833(c)	16 CCR § 1869(c)	16 CCR § 1820(c)
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.	16 CCR § 1833.1(a)(10)	16 CCR § 1870(a)(10)	16 CCR § 1821(a)(10)
2. Ensure that the extent, kind, and quality of counseling performed is consistent with the education, training, and experience of the supervisee.	16 CCR § 1833.1(a)(8) and BPC § 4980.43.1(b)(1)	16 CCR § 1870(a)(8) and BPC § 4999.12(m)(1)	16 CCR § 1821(a)(8) & BPC § 4996.20(b)(1)
3. Monitor and evaluate assessment, diagnosis, and treatment decisions of the supervisee and provide regular feedback.	BPC § 4980.43.1(b)(2)	BPC § 4999.12(m)(2)	BPC § 4996.20(b)(2)
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.	BPC § 4980.43.1(b)(3)	BPC § 4999.12(m)(3)	BPC § 4996.20(b)(3)
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.	BPC § 4980.43.1(b)(4)	BPC § 4999.12(m)(4)	BPC § 4996.20(b)(4)
6. Review progress notes, process notes, and other treatment records.	BPC § 4980.43.1(b)(6)	BPC § 4999.12(m)(6)	BPC § 4996.20(b)(6)
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.	BPC § 4980.43.1(b)(7)	BPC § 4999.12(m)(7)	BPC § 4996.20(b)(7)