



HOPETREE

COUNSELING, LLC

Supervision Contract

The following contract states that the roles and responsibilities of HopeTree Counseling, (also referred to as “HTC”) and

_____,

(also referred to as “the supervisee”) in the conduct of marriage and family therapy and supervision.

SUPERVISEE CONTACT INFORMATION:

Phone number: _____

Email: _____

Address: _____

PURPOSE:

The supervisee and HTC agree that the purpose of this relationship is to develop clinical knowledge and the skills in the conduct of marriage and family therapy, and to insure that the services to individuals and their families are of a high quality and are provided in accordance with professional standards.

HTC will provide Rob Curwen, LMFT, to supervise the supervisee. Rob’s contact info is:

(615) 519-9945
504 Autumn Springs Ct., Suite 29
Franklin, TN 37067
Rob@ConnectingMatters.com

In general, therefore, Rob will assist the supervisee in developing skills and knowledge specific to working with a family or working with an individual within the context of counseling. Rob assumes that the supervisee has a basic foundation of knowledge in general systems thinking, and is able to articulate the basic theories of systemic interaction. The supervisee will develop his or her individual goals in cooperation with Rob.

SUPERVISOR REPORTS:

When applicable, Rob will provide a notarized summary of the supervisee’s clinical contact hours and supervision hours to the state board for the purpose of certifying the completion of supervision under this contract, as part of the application for license. The supervisee will provide an ongoing list of clinical cases seen, and Rob will include

only these hours in the license report.

QUALIFICATIONS:

Rob is a licensed marriage and family therapist (LMFT) in the state of Tennessee (License #762). He is also a clinical member of the AAMFT. He is also available for the supervision required to become an *EFT Certified Counselor*. Rob is a supervisor-in-training mentored by Kenneth Sanderfer (615) 500-2849.

ROB'S SUPERVISION STYLE:

"As supervisor, I use my experience and knowledge around shaping processes to help expand the supervisee's view of their clients and themselves as therapists. I help the supervisee develop his or her own skill in thinking through client issues and interventions. I also help supervisees address person-of-the-therapist and counter-transference issues (as it can be useful in understanding their clients). I see supervisees as colleagues with wisdom and experience that contribute to my growth as a clinician. My stance is always with empathy and encouragement, attuned to supervisees where they are developmentally as clinicians and emotionally as people."

SUPERVISEE'S CLIENTS:

The supervisee will present and periodically update the status of all clients. The supervisee will contact Rob in the case of any abuse reports, any suicidal threats of a client, or other high-risk situations or interventions within 24 hours of the supervisee becoming aware of the event. Rob can be reached at 615-519-9945. If the supervisee believes they, their client, or another person is in imminent danger, they will first call the police department and then follow the procedure above. The supervisee will publish the name and phone number of Rob on any forms, brochures or other information provided to the clients.

CONFIDENTIALITY:

Rob shall keep confidential any information regarding the cases presented in supervision as well as any information regarding the supervisee, which is gained in the supervisory relationship, with the exception of the following:

1. Any statement or action known by Rob which is considered to be in violation of the AAMFT ethical standards or the standards of the TN Board of Professional counselors, Marital and Family Therapist, and Pastoral Therapists.
2. Any information known by Rob, which is relevant to potential danger to self or other. This information should be shared only on a need to know basis if without the permission of the supervisee.
3. In the case of a supervisee having multiple supervisors (primary individual, group, other individual), the supervisee's supervisors may consult each other as needed for collaboration of the supervisee's supervision

LIABILITY:

HTC and the supervisee share liability for the clients seen under this supervision. The supervisee will carry liability insurance of \$1,000,000/3,000,000. The supervisee must also include Rob as an additional insured on their policy and will provide proof that they have done so (ex. provide a copy of the face page of the insurance policy listing Rob).

OTHER SUPERVISION:

1. If Rob identifies an area in which the supervisee needs additional supervision, he may require additional supervision to address that issue. Rob may require additional hours of supervision beyond those required in TN state law if he judges that the supervisee has not reached a level of expertise sufficient to warrant independent practice.
2. There may be times that Rob will require video of the supervisee in session. The supervisee agrees to provide requested video to Rob for purposes of evaluation & training.

FEES:

The supervisee agrees to pay HTC a fee of \$85.00 per clinical hour ("Supervision Session Fee") for individual supervision. If the supervisee desires, the supervision session and the fee may be split with one other supervisee ("Supervisee Partner"). No more than two supervisees will attend an individual supervision session. A clinical hour is defined as 45 minutes.

SCHEDULE:

Rob and supervisee will meet weekly at least one hour a week (or the monthly equivalent), as scheduled, at the office of HTC or at another location mutually agreed upon by both Rob and the supervisee. The supervisee is expected to provide some raw data to Rob, especially if this supervision is to be used to support an application for AAMFT Clinical Membership or MFT licensing in the State of Tennessee.

If the supervisee cancels the appointment, it is the responsibility of the supervisee to contact Rob to reschedule the supervision. In the case of cancellations, it is the supervisee's responsibility to cancel outside of the 24-hour window of the scheduled appointment. If the cancellation is made within 24-hours of the appointment the supervisee is responsible for paying the supervision session fee unless Rob is able to fill the time with another supervisee. If Rob cancels within 24 hours of the appointment time there will be no charge for the next supervision appointment.

PLAN FOR HANDLING STUMBLING BLOCKS/DISAGREEMENTS/ETC.:

Hopefully, there will be no need for this section of the contract. However, if there is an issue between the supervisee and Rob, every effort will be made to resolve it. If multiple attempts have been made to no avail, and it is mutual, the relationship can end. Transferring those hours toward licensure under a different supervisor is permissible, as long as it is within the AAMFT guidelines.

By signing below, we agree to this contract:

The Supervisee

_____ *Date*

HopeTree Counseling, LLC

Rob Curwen, LMFT

_____ *Date*