



Individual Supervision Agreement

please read this document before attending your first session and anytime after, as needed.

- ❖ The general purpose of supervision is to promote the supervisee's professional identity, competence and skill development, supporting better outcomes for your clients.
- ❖ Supervision sessions fee's are as set as per [FEE page](#) information on my website. Payable by card, cash or EFT
- ❖ Sessions times are usually somewhere between 60-75 minutes.
- ❖ A cancellations fee to cover administration and room hire will be incurred for cancellations as follows:
 - ☐ within 24 hours: \$120
 - ☐ within 12 hours: \$155
 - ☐ within 6 hours: Full Fee
- ❖ I keep notes on sessions that are not identified and that are stored securely
- ❖ I will not use any electronic recording device for sessions (including AI) without consent. On rare occasions and as part of my professional development I may seek an opportunity to record audio/video of our session.
- ❖ I am a clinical member of PACFA, a peak regulatory body for psychotherapists and counsellors. I abide by the Code of Ethics of PACFA, a copy of which is available to you upon request
- ❖ The sessions are completely confidential except under two circumstances:
 1. From time to time I will discuss my work with a clinical supervisor for supervision. This is a standard practice and helps me to work as well as I can with you. My supervisor is bound by the same code of ethics and confidentiality as I am.
 2. If I believe you are at serious risk of harming yourself or others. I would only do this in circumstances that appear imminent and usually after consultation with you.

Supervisor's Responsibility & Rights:

- ❖ To uphold ethical guidelines and professional standards and to ensure that the Supervisee is clear about their role and responsibilities.
- ❖ To question the Supervisee about their work and to provide constructive feedback on their work performance.
- ❖ To observe Supervisee's practice and to initiate supportive action as required.
- ❖ To know what Supervisee is doing clinically and how it is being done so that the very best support can be offered.
- ❖ To deal with problems as they impact on the Supervisee's performance.
- ❖ To support supervisee on any agreed personal development goals.

Supervisee's Responsibility & Rights:

- ❖ To receive feedback supporting the agreed goals of supervision and to have agency over how they receive support.
- ❖ To expect Supervisor to carry out agreed action or provide an appropriate explanation, within an agreed time frame.
- ❖ To challenge ideas and guidance in a constructive way, whilst upholding ethical guidelines and professional standards;
- ❖ To be prepared prior to attending supervision and to discuss any aspect of their clinical practice with which they need support.
- ❖ To validate diagnoses, interventions, approaches and techniques used and to be open to change and use alternate methods of practice if required.
- ❖ To consult supervisor in cases of emergency
- ❖ To Maintain a commitment to on-going education and professional development