**Agreement for Supervision of Professional Counseling Licensing**

This agreement is made between \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (herein after referred to as the supervisee) and **Laura Adamgbo, MA, LPC, RPT-S** (herein after referred to as the supervisor). The supervisor agrees to provide supervision in compliance with the requirements for the Licensed Professional Counselor (LPC) license in the State of Missouri and in accordance with the terms below. The parties mutually agree to the following:

1. FREQENCY AND DURATION

One hour of supervision shall be conducted weekly with the supervisee. Sessions will be one hour. At the outset, sessions will be held individually. In the event that more than one supervisee is under agreement with the supervisor, sessions may also be provided in a group format, alternating weekly between individual and group sessions, with at least half of the total supervision hours provided in the individual (1:1) format. Group will consist of no more than three (3) supervisees.

2. AVAILABILITY

Supervision shall occur on a set and agreed upon schedule. The supervisor may be available between scheduled sessions, as needed, for phone consultation during regular business hours

(M – Th, 9:00 am – 5:00 pm). Supervisor will be available after hours for hotline or other emergency situations.

3. COMPENSATION

In exchange for supervisor’s time, clinical support and licensure, the supervisor shall be compensated **$100/session**, flat fee, payable at the start of each session. If you choose to obtain both a LPC supervision and RPT supervision together at the same time, the compensation will be **$120/session** due at the start of each session. There is also an additional agreement form for RPT supervision.

4. DURATION AND TERMINATION

The period of this agreement shall be from

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, inclusive,

OR

 from start date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ until such time supervisee meets the hour, yearly and supervision requirements for licensure, or the agreement is otherwise terminated.

This agreement may be terminated by either party upon \_\_\_30\_\_\_\_ days of notice. *The agreement may be immediately terminated if either party does not maintain necessary qualifications or fails to follow the LPC Board Code of Ethics or Board Rules.*

*The supervisor reserves the right to terminate supervision with supervisee within* ***2 weeks of notice*** *if the supervisee has failed to take the appropriate steps or failed to utilize guidance from supervisor.*

5. PROCESS OF SUPERVISION

**A. The supervisor shall**

1. Qualify as an LPC in Missouri and provide this qualification to the supervisee. The supervisor shall maintain this credential for the duration of the supervision.
2. Provide ongoing and final evaluation of the supervisee’s clinical skills.
3. Provide oversight and guidance in diagnosing, conceptualizing, treating and dealing with the supervisee’s clients.
4. Conduct supervision with a focus on the raw data as presented by the supervisee in supervisee’s clinical work.
5. It will be agreed upon who would be responsible for signing all of supervisee’s progress notes and treatment plans; either the supervisee’s administrative supervisor or the LPC supervisor.
6. Conduct supervision as a process distinct from personal therapy or didactic instruction.
7. Evaluate the supervisee’s role and conceptual understanding in the treatment process; evaluate supervisee’s utilization of a theoretical base and counseling principles.
8. Be committed to making a reasonable effort to ensure the supervisee’s competence in practice.
9. Conduct supervision according to the LPC Code of Ethics.
10. Provide other services as follows: **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
11. **The supervisee shall**

a) Attend supervision on the agreed upon basis and be *punctual* to the meetings.

b) Apprise the supervisor of the diagnosis/case conceptualization and treatment of each client.

c) Provide appropriate and current raw data and clinical materials for supervision which are

* Representative of the supervisee’s practice or of the specialty
* where more guidance and direction are needed
* Clear as to the method used
* Sufficient to formulate the problem
* Illustrative of the supervisee’s role, the treatment process,

and the supervisee’s utilization of a theoretical base and counseling principles.

d) Participate in supervision with a goal of increasing competency in clinical practice and keeping

with the LPC Board Code of Ethics.

e) Request ongoing and final evaluations of clinical skills from the supervisor.

f) Come to supervision sessions prepared to discuss cases and problems in the supervisee’s

clinical milieu, taking an active role in supervisee’s own clinical and professional growth.

g) Participate in specific activities as follows: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

Both parties are required to utilize the LPC Code of Ethics and Board Rules.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisee date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Laura Adamgbo, MA, LPC, RPT-S -Supervisor date

Receipt of ethical guidelines

*I have been provided a copy of the Missouri Licensed Professional Counselor* Code of Ethics *and hereby agree to adhere to the Code while under the clinical supervision of* Laura Adamgbo, MA, LPC-Supervisor

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Supervisee date