

Clinical supervision agreement

Clinical supervision agreement between:	
Supervisor:	
Supervisee:	
Agreement start date:	
End date:	

1. Goals of supervision

Please detail the knowledge and skills that the supervisee and supervisor would like the supervisee to develop in supervision sessions. This will require regular review and renegotiation as the needs and skills of the supervisee change over time.

Supervisor goals:	
Supervisee goals:	

2. Expected outcomes (specific objectives)

Supervisor objectives:	
Supervisee objectives:	
Shared objectives:	

3. Mutual obligations (responsibilities)

Obligations of supervisor:	
Obligations of supervisee:	
Management of dual roles: Detail how dual roles (e.g. when practice supervisor is line manager) will be managed. Example: Line manager issues will not be discussed in practice supervision sessions without mutual consent by way of inclusion in the pre-agreed session agenda.	

4. Structure of supervision

Frequency:	
Duration:	
Location:	
What resources do we require for effective supervision (e.g. time, space, absence of interruptions)?	
What preparation will be required prior to each session?	
How will agendas for each session be set?	
Availability between sessions:	
Is supervisee currently receiving other supervision?	
If yes, how will different forms of supervision be integrated?	

5. Evaluating supervision

What is the preferred process for evaluating supervision?	
When will the supervision agreement be reviewed?	

6. Limits to confidentiality

How will difficulties in supervision be dealt with?	
What if the supervision relationship completely breaks down?	

7. Supervision records

What form will supervision records take (e.g. agendas)?

How will supervision records be used?

Who will have access to them and in what circumstances?

Note: if supervisor has concerns about, or identifies any performance issues regarding ongoing clinical competence it should be referred to the appropriate service manager who has responsibility for managing the unsatisfactory performance process.

Where will records be stored?

Duration of storage?

What records will be used/provided for performance purposes (e.g. that practice supervision has occurred)?

8. Ethical issues

What do your professional code and organisational policies outline as ethical conduct in and for supervision?

In general, which issues raised in supervision will be kept confidential to the relationship?

Which aspects may be discussed and with whom?

9. Notes

Additional notes not covered above:

10. Content of supervision

To be negotiated in confidence between supervisee and supervisor, and should include a list of the knowledge and skills that the supervisee would like to develop in supervision sessions. Should be regularly reviewed and renegotiated between the supervisor and supervisee.

Note: refer to supervision policy and accompanying guidelines for guidance when developing supervision objectives.

Supervisee name:	
signature:	
Date:	

Supervisor name:	
Signature:	
Date:	

Line manager agreement:	
Line manager name:	
Signature:	
Date:	