

JANE SAUNDERS SUPERVISION AGREEMENT

Aims of supervision:

Normative – I aim to create a collaborative safe space where supervisees can discuss and reflect on their clinical work to make sure that it is effective, adheres to safeguarding policies and is at all times in the client's best interests as outlined in the BACP ethical framework.

Formative – To look at professional development of the supervisee for example further training, career advancement, recommended reading.

Restorative- a confidential and supportive space where supervisees can bring difficulties both professional and personal which may be impacting their client work.

Confidentiality:

Supervision sessions are confidential, and nothing will be shared with a third party with the following exceptions-

If you disclose that you, your client or someone else is at risk of serious harm or that I believe that you are practicing unethically in which case I will take appropriate action including breaking confidentiality where necessary.

I will take our work together to my own supervision but personal details of yourself and your clients will not be disclosed.

I keep brief notes about our work together, but they do not include personal details of clients who are identified only by an initial.

They are stored securely and will not be accessed by anyone else unless I am required by subpoena to disclose them.

I do not agree to supervision sessions being recorded by either party without our agreement and written consent.

My responsibilities as Supervisor:

Facilitation of our sessions including time management

Providing a safe space that gives you the opportunity to learn and reflect and is appropriate to your clinical modality and learning style.

Upholding BACP standards and Safeguarding procedures.

Identifying clinical risk

Disclosing any concerns regarding a supervisees practice and providing opportunities to reflect

Your responsibilities as Supervisee:

Attendance at all supervision sessions as agreed, including adherence to the cancellation policy.

Payment for the session before or on the day of supervision

Responsibility for client work including safeguarding, commitment to BACP professional standards and ethics.

Preparation for supervision identifying themes or clients you wish to bring.

Ensuring that as supervisor I have knowledge of all your caseload to ensure clients have space as appropriate.

Cost:

Sessions are £70 per hour subject to review and periodic increase.

Reports for training courses or BACP accreditation will be charged at the hourly rate.

Payment details are:

Lloyds Bank

30-99-13

00885451

Please put your name as reference.

Cancellation:

If you need to cancel your regular session please provide one months' notice where possible to avoid a cancellation charge.

Sessions cancelled with less than one months' notice that cannot be rearranged that month will be charged for as will non-attendance without notice.

Concerns:

If you have any concerns regarding our work together please bring this to supervision so that we may address this together.

If I have any serious concerns about your clinical work I will discuss this with you and together we will consider how best to

address this. You are responsible for your practice but if you do not address these concerns I may need to contact your training and placement provider, employer or BACP to decide an appropriate course of action.

Ending our contract:

Three months' notice must be provided by either of us to terminate this contract in order to work towards and prepare for an ending. The contract begins once we have met initially and agreed to work together. Exceptions to this may be unavoidable and may be negotiated, but an ending session is expected.

This contract may be terminated without notice if either of us considers the other to be working in a way that is unsafe.

A handwritten signature in black ink, appearing to read 'J Saunders', with a long horizontal stroke above the name.

Signed

Jane Saunders (Supervisor)

(Supervisee)