

# BEAR RIVER HEALTH



## **SUPERVISION CONTRACT FOR:**

\_\_\_\_\_, MA, LLPC (lic. #: \_\_\_\_\_)

This contract serves as verification and description of the clinical supervision provided by P. Michael Sullivan, LPC, CAADC, NCC (Supervisor) to:

\_\_\_\_\_, MA, LLPC (Supervisee).

Nature of relationship between Supervisor/Supervisee: Post-graduate LLPC seeking full licensure as a professional counselor in the State of Michigan.

## PURPOSE, GOALS, AND OBJECTIVES

- 1) Monitor and ensure the welfare of clients seen by supervisee.
- 2) Monitor supervisee's adherence to ACA ethical codes, Michigan's Public Health Code, and the Administrative Rules of the Michigan Board of Counseling.
- 3) Promote ongoing development of supervisee's professional identity.
- 4) Promote ongoing skill development and competency of supervisee.
- 5) Fulfill supervision requirements for supervisee's pursuit of counseling licensure in Michigan.

## CONTEXT OF SERVICES

- 1) The state of Michigan's Department of Community Health and the Michigan Board of Counseling's Administrative Rules call for a minimum of 100 clock hours of supervision in the immediate physical presence of the supervisor. Supervisee understands that supervisor requires ongoing face to face supervision as long as supervisee is a) seeing clients; b) maintaining LLPC license; and c) wanting to log hours towards licensure. Supervisee cannot log hours (with this Supervisor) prior to the signed date of this contract; however, Supervisee may log hours prior to this contract if completed and signed by a previous Supervisor.
- 2) Supervision will begin on the date this contract was signed and end on the date of completion or termination of this contract. This contract is subject to revision at any time, upon the request of either the Supervisor or the Supervisee. If either party wishes to terminate the contract, this desire must be given to the other party in writing and will end upon the day the written statement is delivered.
- 3) Supervisee agrees to pay Supervisor \$50 per hour for individual face to face supervision. Supervisee agrees to meet for Supervision in a place agreeable to Supervisor. If group supervision is available and agreeable to Supervisor and Supervisee, the cost per hour will be reduced to \$35 per hour.
- 4) Loganbill's Developmental Model and Bernard's discrimination Model approaches to supervision will be utilized.

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Petoskey, Michigan 49770  
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## Method of Evaluation

- 1) Feedback will be provided to supervisee on a regular basis in the form of case review and consultation. Periodic feedback may be warranted on such areas as skill development, progress notes, assessment, and unique client issues. Formal evaluations will commence every 6 months and will be shared with Supervisee at face to face supervision meetings; this evaluation will include your skill development, your progress towards licensure, and my assessment of your overall performance at this phase of your professional development. The bi-annual performance evaluation will consist of the completion of the Counselor evaluation form which will be provided to Supervisee at the beginning of supervision.
- 2) Supervisor will maintain documents relevant to supervision of Supervisee; these documents will be shared with Supervisee at Supervisors discretion and/or at the request of the Supervisee.
- 3) Supervisee is required to maintain a monthly log of their hours. Logs should document the number of direct and indirect hours that are counting towards the 3,000 required hours. **Please Note: The Michigan Public Health Code and the Administrative Rules of the Michigan Board of Counseling do not specify how many hours must be direct or indirect. However, the pre-graduate internship requirements set forth by the Council for Accreditation of Counseling and Related Educational Programs (CACREP) is a ratio of 1,200 hours of direct counseling services to 1,800 hours of indirect counseling services (total of 3,000 hours). The Supervisee agrees to log direct/indirect counseling services hours similar to CACREP's requirement for pre-graduate internship requirements while in supervision with this counselor.**

## DUTIES AND RESPONSIBILITIES OF SUPERVISOR AND SUPERVISEE

### Supervisor

- 1) Monitor supervisee's adherence to relevant laws (e.g. Michigan Public Health Code; Administrative Rules of the Michigan Board of Counseling) and ethical codes (ACA).
- 2) Examine diagnoses and treatment plans.
- 3) Challenge supervisee to provide rationale for approach and intervention used.
- 4) Teach and model appropriate interventions and/or directives.
- 5) Provide feedback on theoretical conceptualization skills, etc.
- 6) Intervene when client welfare may be at risk.
- 7) Obtain periodic consultation when necessary

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## DUTIES AND RESPONSIBILITIES OF SUPERVISOR AND SUPERVISEE CONT.

### Supervisee

- 1) Remain compliant with ethical codes of the American Counseling Association
- 2) Adhere to the laws of the Michigan Public Health Code and the Administrative Rules of the Michigan Board of Counseling
- 3) Maintain and provide documentation of professional liability insurance.
- 4) Attend supervision sessions on time and be prepared with an agenda.
- 5) Provide rationale for theoretical approaches and interventions used. Supervisees may be asked to provide empirical support for their choices of interventions.
- 6) Be prepared to utilize alternative methods of practice at the suggestion of Supervisor.
- 7) Consult with Supervisor when appropriate. If Supervisee a) learns of their client's intent to do harm to self or others, b) is issued a subpoena in relation to their work as a counselor, or c) files a protective services report; Supervisor require that Supervisee notify Supervisor the same day.

In case of an emergency Supervisor shall notify \_\_\_\_\_ at  
ph# \_\_\_\_\_ On Supervisee's behalf.

By our signature below, we agree to uphold the guidelines specified in this supervision contract.

\_\_\_\_\_  
P. Michael Sullivan LPC, CAADC, NCC

\_\_\_\_\_  
date

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
date

\_\_\_\_\_  
(Write in name)

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