

COUNSELOR SUPERVISION

An important part of the professional development of counselors is the supervision that they get for the professional work they are doing. It is difficult at best, to grow professionally without other, more experienced counselors being available for discussion of specific professional counseling issues. The supervision requirement necessary to move from the two year LAPC to the LPC reflects the opinion that the beginning professional counselor is better able to serve the public if that counselor is supervised on a **regular basis** by a seasoned experienced professional within the "helping" field. The supervisor offering the supervision must be accepted for each LAPC on an individual basis, by the Board.

The responsibilities of the supervisor are fairly simple, yet take a great deal of preparation in order to be effective. Briefly the supervisor is responsible for the following:

1. Meet face to face with the LAPC a total of 100 hours over the period of two years. At least 60 of these hours must be individual supervision sessions, the remaining 40 hours may be either group supervision or a combination of group and individual supervision. The supervisee is required to have 200 client contact hours per year (400 client contact hours total) with at least ten separate clients per year, with no more than five being group. An on –going group counts as one client.
2. The supervision must be "spread out" over the two year period, it cannot be 100 hours one year and none the next. It is recommended that supervision sessions take place at regular uninterrupted intervals. **Any interruption in supervision must be reported to the NDBCE immediately.**
3. The content of the supervision sessions must be professionally focused on any concerns the LAPC has, regarding his/her professional practice. These issues are unlimited, but some examples may be ethical issues, legal issues, technique issues, specific client issues (eating disorder for example), group counseling issues, and many more that are related to professional counseling.
4. Supervisors will be licensed LPC's or LPCC's with the state of North Dakota and be Certified as a Supervisor under this Board. Certification includes continuing education or coursework specific to supervision.
5. Supervisors share in the responsibility to the counselor and to the counselor's clients whose cases are presented for supervision.
6. Supervisors are required to verify the supervision they have done for the LAPC.
7. If two or more supervisors are involved with the same LAPC at the same time, a coordination of that supervision should be documented by the LAPC and verified by the supervisors.
8. The supervisor accepts the same ethical code as the LAPC, which is the American Counseling Association's ethical standards. Please refer to the 2005 Edition of the ACA Code of Ethics, which governs ND Counselors, specifically Section F concerning Supervision, Training and Teaching.

Supervision Guidelines

Supervision should take many forms. It should be thought of as a process rather than an event or single repetitive action. The Supervisor should have skills or training in effective supervision which will be completed in a multidimensional way. Effective supervision requires that the supervisee is allowed to apply their own skills with direct as well as indirect oversight. This may at times involve live observation, case staffing or presentation, review of clinical notes, and dialogue regarding critical thinking and decision making relative to the processes incorporated by the counselor.

To ensure the most effective supervision/supervisee experience, the NDBCE strongly suggests the supervisor be on-site to provide immediate supervision, consultation and peer support. Optimal supervision experience takes place in a hospital setting, social service agency or mental health center, as opposed to a private practice setting that can be isolating and does not lend itself to the variety of experience and supervision needed. Supervision cannot be received in a practice in which the applicant holds an ownership interest.

The LAPC license status and supervision need to be documented in the informed consent agreement.

The supervision process involves the supervisee being active in on-going counseling sessions with clients, including treatment plans and progress notes. Intake or case management events do not qualify. At least ten separate clients must be seen during each year of the two year LAPC licensure with five being individual and the other five may be a group, and the supervisee must log at least 400 client contact (counseling) hours. A group can count as one client.

A minimum of 100 hours of direct supervision must be received at regular and consistent intervals throughout the two year LAPC licensure. A proposed schedule of supervisor/supervisee meetings must be included in the Plan of Supervision, and any interruption of supervision or deviation from the approved Plan must be sent to the board immediately. The Plan of Supervision should also include the Supervisor's credentials and title and/or job description, and the supervisee's job description.

Supervisors must hold credentials equal to or greater than those the supervisee is seeking. This would include LPC or LPCC.

Supervision is a very fluid and active process that requires observation, interaction and communication on both parts to be successful.

PLAN OF SUPERVISION FOR LAPC LICENSURE

Name and Credentials of Supervisor _____

Supervisor address and contact information _____

City _____ State _____ Phone _____ Email _____

ND Counselor Supervisor Certification Number _____

Practice Setting

Type of counseling (brief job description) _____

Schedule of Supervision, both face to face and group _____

Is this supervision and two-year experience intended to result in clinical licensure (LPCC) ? _____

If yes, please list [LPCC licensure requirements](#) that will be fulfilled through this two-year Plan. *Please note, LPCC application requires two years of supervised clinical experience in a clinical setting with a clinical supervisor. If the clinical work as described does not begin immediately, the clinical clock will start when the clinical work does, and LPCC application may take place two years from that point. The National Clinical Mental Health Counselor Exam may be taken during the second year of clinical LAPC practice.*

I have read the **Supervision Guidelines** found under the LAPC Licensing link on the NDBCE website and understand any interruption or change in supervision must be reported to the NDBCE immediately.

Supervisee Signature

Date

Supervisor Signature

Date