



**SUPERVISION AGREEMENT FOR  
REGISTERED MENTAL HEALTH COUNSELOR INTERNS  
AND/OR  
REGISTERED MARRIAGE AND FAMILY THERAPIST INTERNS**

**I. Overview**

Bernard and Goodyear (1992) define supervision as an intervention provided by senior member of a profession to a junior member of that same profession. This relationship is evaluative, extends over time, and has the simultaneous purpose of enhancing the professional functioning of the junior member, monitoring the quality of professional services offered to the clients he or she sees, and serving as a gatekeeper for those who are to enter that particular profession.

In my private practice I accept only those counselors for supervision who I believe have the capacity and desire to become competent, caring, and responsible counselors. If our supervisory relationship is successful, you should feel able to face your future clients' challenges without my support or intervention.

Although at times our sessions may be very intense emotionally and psychologically our relationship is a professional one rather than a personal one and even though we may focus on your own personal problems we will do so only as they relate to your counseling and the needs of your client(s).

**II. Purpose, Goals, and Objectives**

- a. Monitor and ensure welfare of clients seen by Supervisee
- b. Promote development of Supervisee's professional counselor identity and competence.

- c. Fulfill requirements in preparation for Supervisees' pursuit of LMHC or LMFT licensure according to the rules and regulations set forth by the Florida Board of Clinical Social Work, Marriage and Family Therapy, and Mental Health Counseling (Hereafter referred to as the Florida 491 Board).

**III. Methods of Supervision**

- a. Simulation, including role play
- b. Live Supervision (pre-arrange "walk ins")
- c. Technology assisted (50% may be done in technology)
- d. Audio/Video Tape
- e. Self Report
- f. Individual Supervision
- g. Group Supervision (50% may be done in group setting)

**IV. Method of Evaluation**

- a. Specific feedback regarding the Supervisee's demonstrated counseling skills and documentation will be given by the Supervisor.
- b. Formal evaluations may be used such as Bernard's rating scale for counseling skills.
- c. Informal peer evaluation may be presented by peers in group supervision.
- d. Self evaluation both formally and informally.

**V. Supervisors Qualifications/Experience**

I have a MA in Professional Counseling from Liberty University. I am currently a PhD Candidate in Counselor Education and Supervision from Barry University. I have worked in the counseling field since 2009. I have been fully licensed as mental health counselor since 2013.

I have been a LMHC in Florida since 2013 and became a Qualified Supervisor in 2016.

**VI. Duties and Responsibilities of Supervisor and Supervisee**

- a. Supervisor
  - i. Examine client presenting complaints and treatment plans
  - ii. View audio/videotapes of Supervisee's counseling sessions when appropriate
  - iii. Challenge Supervisee to justify approach and techniques used
  - iv. Monitor's Supervisee's basic attending skills
  - v. Present and model appropriate directives
  - vi. Intervene when client welfare is at risk
  - vii. Ensure American Counseling Association (ACA) Code of Ethics is upheld
  - viii. Maintain weekly supervision case notes
  - ix. Send Supervision Attestation Form to the Florida 491 Board at the completion of supervision contract.

- b. Supervisee
  - i. Uphold the ACA Code of Ethics
  - ii. Be prepared to discuss all client cases. Have client files, current and completed client case notes, and audio/video recordings if needed.
  - iii. Justify client case conceptualizations made and techniques used
  - iv. Consult with the organization you are counseling for in cases of emergency
  - v. Track client contact hours and required supervision hours per Florida 491 Board requirements.

**VII. Fees and Payment**

In return for a fee of **\$100** for each supervision session, I agree to provide supervision for your counseling while registered as an intern.

**VIII. Referrals**

If at any time and for any reason you are dissatisfied with my services, please inform me. If we are not able to resolve your concerns, then I will give you the names of other supervisors whom you may want to contact for supervision services. Also, if I do not see you making progress over a reasonable period of time, I will suggest termination of my services. Depending on the reason for the lack of progress and as appropriate, I will refer you to at least two other supervisors.

**IX. Records and Confidentiality**

All of our communication becomes part of your counselor supervision record which I keep digitally. At your request, you may view your record. I will keep confidential anything you say to me with the following exceptions:

- a. you direct me to tell someone else and sign a release,
- b. I believe you are in danger to yourself or others,
- c. I am **ordered** by a court to disclose information and in such case it will be on a “need to know” basis only.

You should be aware that I am required to report child and/or elder abuse.

**X. Terms**

Your signature below indicates that you have read and understand this agreement and that any questions you have about this contract have been answered to your satisfaction. Further, we agree to the best of our ability, to uphold the directives specified in this contract and to conduct professional behavior according to the ACA Code of Ethics. This agreement will expire

when the registered intern achieves all supervised hours or at anytime as either party decides.

\_\_\_\_\_  
Tanya L. Johnson, LMHC, NCC, DCC, CCMHC

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registered Intern/Supervisee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date of Termination/Expiration

Contact Information:

Tanya L. Johnson, LMHC, NCC, DCC, CCMHC  
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786-505-1145

A part of this contract was adapted using information from:

Osborn, C.J., & Davis, T.E. (1996). The supervision contract: Making it perfectly clear.  
*The Clinical Supervisor, 14*(2), 121-134.

Other Resources

Bernard, J.M. & Goodyear, R.K. (2004). Fundamentals of clinical supervision. (3<sup>rd</sup> ed.).  
Boston, Pearson.

Florida 491 Board <http://floridasmentalhealthprofessions.gov/>