

Supervision Contract

This is my contract with supervisees. Please read it carefully. It is assumed that you have accepted this if you proceed with supervision.

- 1. Payment of fees:** Each session is payable at the time, cash or cheque only. Those who are paid for by their employers understand that more than a two-month delay in payment means that you will be responsible for the fees and the consequent reimbursement from the employer.

- 2. Minimum notice of 7 working days for cancellations.** If you need to change an appointment, I appreciate being given as much notice as possible. If you cancel with less than 5 working days notice, the full fee is payable.

- 3. Confidentiality:** I consider that supervision requires the same level of confidentiality as clinical work with clients. As an accredited supervisor I am required to receive supervision of supervision to review my work.

- 4. Professional Code of Ethics:** I abide by the Code of Ethics and Practice of COSRT and/or BACP for supervision. In the case of a complaint I accept that I shall address this with Radhika Arora in the first instance with a view to reconcile conflict. In case of a complaint against me I undertake to inform my supervisor of this.

- 5. The supervisory relationship:** The relationship between the supervisor and supervisee is intended to be healthy and open, supportive and honest and at times can be challenging. Honest feedback from each person about the way it is working and if it is achieving agreed objectives is essential. It is helpful if a supervisee has had the time to prepare for the session, and have ideas about how to make best use of the time. However, it is understood that on occasion this may not be possible and accept that this may impact on the session. Supervisees will agree to undertake the relevant amount of annual CPD as defined by their accrediting organisations and ensure that their indemnity/liability insurance is up to date.

If either of us feels that it is time to bring our supervisory relationship to an end, we will discuss it and decide how and when to do that. In extreme circumstances I may recommend a cessation, either short or long term to your client work.

If you have any queries about my practice please feel free to discuss them at any point.

I have read, understood and agree to abide by the above contract

Date.....