



UTS Counseling and Consulting Services
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CLINICAL SUPERVISION WRITTEN AGREEMENT Limited License Counselor/Counselor Intern

This agreement will detail the agreed-upon conditions of clinical supervision that will occur between Ustina Shives, LPC (further identified as supervisor), and [Supervisee Name] (further identified as supervisee).

Scope of Practice (Duties and Qualifications)

The supervisee will conduct assessments for clients who enter into treatment at (Program/Practice Name). Assessments will utilize diagnosis and determine the proper level of care (which will also help with treatment planning for the client). Case management of clients entering into treatment including, but not limited to, assisting clients getting into treatment programs (e.g., if a higher level of care is needed), obtaining the necessary information to help facilitate admission, arranging transportation if necessary, writing up evaluation results, consulting with providers and team members (if applicable), crisis management, and all other duties as required. If a counselor possesses their LLC they will be allowed to utilize the DSM-5 and make a diagnosis. If the supervisee is a Master's level intern they can make a diagnostic impression of the client's condition, backing up this impression with criteria within the DSM-5.

The supervisee will conduct individual, group, and/or family counseling with clients. Should any mental health/substance abuse issues be identified by the supervisee or the client, and the supervisee does not possess knowledge in the area(s) identified, immediate supervision and consultation will occur to determine what course of action should be taken with the client (e.g., it may be determined that the client should be referred to an LPC);, the client is to be referred to an appropriately credentialed mental health clinician. Should an issue arise where the supervisee is uncomfortable with the source material, the supervisee should immediately inform the client that this is not their area of expertise, gain critical information necessary, and notify the client that consultation with their supervisor shall occur to determine the best course of therapeutic action for the client. If the supervisee does not possess an LLC, clients will be made aware that the supervisee is a counselor intern concerning their mental health training, and all clients will give their informed consent of agreeing to work with a counselor intern before beginning the process of substance abuse treatment. Written documentation of this informed consent will be kept in the client's chart.

Other LLC responsibilities include: 1) maintain documentation of supervised experience; 2) not engage in practice under supervision in any area for which the LLC has not had appropriate training and education; and 3) LLC may not engage in unsupervised or independent practice.

Methods of Supervision, Supervision Hours, and Types of Supervision

The supervisor will obtain information through self-report, monitoring assessments, and all other paperwork, and utilizing live supervision via watching the supervisee conduct assessments with clients (when appropriate and/or if deemed required by the supervisor). Live supervision can occur by the clinical supervisor attending the session with a client or can occur using a recorded video of the session with written consent on file from the client permitting for the session to be recorded. The supervisor can also gather ancillary information about the supervisee from others with whom the supervisee works. Supervision will include all of the following: 1) engage in problem-solving discussions with the LLC concerning individual clients; 2) enter into problem-solving discussions concerning the LLC's problems that affect their work with clients; 3) offer feedback to the LLC concerning specific interventions utilized with clients; 4) offer feedback to the LLC concerning the LLC's personal qualities as they affect work with clients; and 5) offer feedback to the LLC concerning the supervision experience. Supervision will also include reaction to supervisee case presentations and/or role-playing activities with the LLC.

Supervisees shall acquire 4 total hours of supervision each month. Individual supervision will occur for a minimum of 1 hour, twice a month. The remaining 2 hours of supervision can be acquired through group or individual supervision meetings. Group supervision meetings are 2 hours.

Rates and Costs for Supervision

Individual supervision: \$125 per hour.

Group supervision of 5 (maximum limit is 5): \$90 per hour

Supervisor's Therapeutic Approach and Specializations

I operate a private outpatient practice with couples and individuals aged 13 and older. I offer informed and affirmative care for those who identify as part of the LGTQIA+, kink, and non-monogamous communities. I have training and utilize modalities including Emotionally Focused Couples Therapy, Dialectical Behavioral Therapy, Acceptance Commitment Therapy, Psycho-dynamic, and Internal Family Systems Therapy. While I hold a humanistic theoretical position, the techniques used should reflect the most effective treatment for each client and his or her presenting problem based on empirical evidence.




Supervisor Duties and Qualifications

Supervisor responsibilities include all requirements outlined in the Division of Consumer Affairs, Professional Counselor Regulations (R 338.1757 Rule 7). The supervisor ensures that he/she meets the Michigan Government's definition of a qualified supervisor. A qualified Supervisor is an individual who holds a clinical license to provide professional counseling (LPC) services for a minimum of three years (obtaining at least 3 years of experience after holding the LPC license) in the state where the services are being provided, and who has:

(a) For licensed individuals who were providing supervision on or before January 1, 2013, have training in the function of counseling supervision and have acquired at least 3 years of

experience in counseling. (b) Licensed individuals who began providing supervision after January 1, 2013, have acquired at least 3 years of practice in counseling and have completed training in the function of counseling supervision that complies with the requirements of subrule (2) of this rule. (2) Training in the function of counseling supervision shall include both of the following requirements: (a) Include 1 of the following as specialized training: (i) 2 semester hours of graduate credit in training in counseling supervision. (ii) 30 contact hours of workshop training in counseling supervision.

I understand and agree to this supervisory contract.

		
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