



North Carolina Board of Licensed Professional Counselors

Final Supervision Report

Indicate to which LPC Associate this final supervision report applies:

LPC Associate Name: _____ LPCA (# _____)

Confidentiality Note - The information submitted in this contract is privileged and confidential, and is intended solely for use by the North Carolina Board of Licensed Professional Counselors. N.C.G.S. §132-1.2.

INSTRUCTIONS: FORMS MUST BE MAILED—NO FAXES OR EMAILS

1. **PRINT** or **TYPE** using **BLACK** Ink to complete this final supervision report.
2. **ALL SECTIONS** must be completed or the final supervision report will be returned.
3. The final supervision report should be mailed to the **NCBLPC Board Office at: NCBLPC, PO Box 1369, Garner, NC 27529**

I. GENERAL INFORMATION - *Supervisor's Information.*

Supervisor's Name (Last, First, Middle): _____

Mailing Address (Street and/or Box Number, City, State, Zip Code): _____

Business Phone: _____

Email Address: _____

Mobile Phone: _____

II. FINAL SUPERVISION - *To be completed by supervisor.*

Supervision Period: Year: _____ **Partial:** Begin Date (m/d/yr) _____ End Date (m/d/yr) _____

Full: Quarter 1 (1/1—3/31) Quarter 2 (4/1 - 6/30) Quarter 3 (7/1 - 9/30) Quarter 4 (10/1 - 12/31)

Modality of Supervision Used (check all that apply):

Direct (Live) Observation/Supervision Co-therapy Audio Recording Video Recording

Supervised Professional Practice and Clinical Supervision:

Supervised Professional Practice (as defined in Rule .0208): _____

Total # Hours **Indirect** Counseling: _____

(no less than 8 hours per week, no more than 40 per week)

Total # Hours **Direct** Counseling: _____

Individual Clinical Supervision (as defined in Rule .0210): _____

Total # Hours: _____

(no less than 1hr per 40 hrs worked)

Group Clinical Supervision (as defined in Rule .0211): _____

Total # Hours: _____

(no less than 1hr per 40 hrs worked)

III. SUPERVISION SUMMARY - *To be completed by supervisor. Please provide a summary of the supervision activities completed with this supervisee as well as identify strengths and potential deficits of the supervisee. Attach additional pages as needed.*

IV. PROFESSIONAL ASSESSMENT - *To be completed by supervisor.*

Please rate the applicant compared to other counselors you know on the characteristics listed below. Place a mark in the appropriate column for each characteristic using the following rating scale:

1 = Outstanding 2 = Above Average 3 = Average 4 = Below Average 5 = Not Qualified 6 = Cannot Evaluate

	1	2	3	4	5	6	Comments
Individual counseling skills							
Diagnostic skills							
Treatment planning implementation							
Appropriate referral making							
Appropriate record keeping							
Group counseling skills							
Personal integrity							
Consulting skills							
Insight into client's problems							
Ability to relate to co-workers							
Ability to be objective on the job							
Knowledge of assessment instruments							
Ethical conduct							
Concern for the welfare of clients							
Sense of responsibility							
Recognition of own limits							
Ability to keep material confidential							

V. REFERENCE - *To be completed by supervisor.*

I recommend do not recommend this applicant for unrestricted licensure as a NC Licensed Professional Counselor. **INITIAL (Required)** _____

If you do not recommend this application for unrestricted licensure please indicate below your reasons why:

VI. VERIFICATION - *To be completed by supervisor.*

I verify that the above information is accurate. The focus of the documented supervision sessions was based on raw data from clinical work which was made available to the supervisor through such means as direct (live) observation, co-therapy, audio and video recordings, and live supervision. The clinical supervision included a minimum of one hour of individual or group clinical supervision per 40 hours of counseling practice.

Supervisor's Signature: _____ Date: _____

After completing this form, please enclose it in a **sealed envelope, sign across the sealed flap, and return** to the NC Board of Licensed Professional Counselors.