

Qualified Supervisor Information Sheet

- ❖ Hours required to be completed for licensure as a Licensed Professional Counselor:
 - 3000 hours supervised professional practice (G.S. 90-336; Rules .0205, .0207, .0208 - .0213)
 - Reported on form provided by the Board (Verification of Supervised Professional Practice)
 - 2000 hours must be direct counseling
 - No hours applied from Practicum/Internship
 - 24 month post-graduate work experience no longer required
 - Not less than 8 hours per week but no more than 40 hours per week.
 - 100 hours clinical supervision
 - 75 hours required to be individual
 - Must have a minimum of 1 hour clinical supervision for every 40 hours of professional practice
 - Supervision shall be based on direct (live) observation, co-therapy, audio and video recordings, and live supervision
 - At least three-quarters of the hours of clinical supervision shall be individual
- ❖ Supervision must be based on one of the following forms of observation or a combination of the following forms of observation. Written materials and self-reports by the supervised counselor may supplement the supervision process but shall not be the sole basis of any supervision session.
 - Direct/Live Observation
 - Co-therapy
 - Audio or Video Recordings
 - Live supervision
- ❖ Individual Supervision (Rule .0210)
 - 1 hour per 40 hours of supervised professional practice
 - Face-to-face, clinical supervision means supervision that is live, interactive, and visual
 - May be video - synchronous (real time) and involves verbal and visual interaction during the supervision
- ❖ Group Supervision (Rule .0211)
 - Face-to-face, scheduled supervision
 - May not exceed 12 supervisees per group
 - For a period of not less than one and one half hours of clinical supervision with qualified clinical supervisor
- ❖ Direct Counseling Experience (Rule .0205)
 - Consists of live contact with individuals, groups, and families through counseling as defined in G.S. 90-330(a)(3)a thru b:
 - a. Counseling. – Assisting individuals, groups, and families through the counseling relationship by evaluating and treating mental disorders and other conditions through the use of a combination of clinical mental health and human development principles, methods, diagnostic procedures, treatment plans, and other psychotherapeutic techniques, to develop an understanding of personal problems, to define goals, and to plan action reflecting the client's interests, abilities, aptitudes, and mental health needs as these are related to personal-social-emotional concerns, educational progress, and occupations and careers.
 - b. Appraisal Activities. – Administering and interpreting tests for assessment of personal characteristics.
- ❖ Qualified Clinical Supervisor (Rule .0209)
 - LPC who has an active and unrestricted license; and
 - The equivalent of three semester graduate credits in clinical supervision from a regionally accredited institution or 45 contact hours of continuing education in clinical supervision; and
 - A minimum of five years of post-graduate counseling experience, with a minimum of two years post licensure experience.
 - **OR** other equivalently licensed and experienced qualified mental health professional who has
 - At least a master's degree as defined in G.S. 90-336(b)(1);
 - An active and unrestricted license;
 - The equivalent of three semester graduate credits in clinical supervision from a regionally accredited institution or 45 contact hours of continuing education in clinical supervision; and
 - A minimum of five years of post-graduate counseling experience, with a minimum of two years post licensure experience.
 - Mental Health Professionals approved by the Board (Rule .0213).
 - Licensed Marriage and Family Therapists (LMFT),
 - Licensed Clinical Social Workers (LCSW) with a master's degree in social work from a school of social work

- accredited by the Council of Social Work Education,
- Licensed Psychologists,
- Licensed Medical Doctors with a Medical Board certification in psychiatry,
- Nurse Practitioners approved to practice in North Carolina and certified by the American Nurses Credentialing Center as an advanced practice nurse practitioner and certified in psychiatric nursing,
- Clinical Nurse Specialists certified by the American Nurses Credentialing Center or the American Psychiatric Nurse Association as an Advanced Practice Psychiatric Clinical Nurse Specialist (CNS).

Educational Requirements: (G.S. 90-336, Rule .0302, .0801)

- Clinical Supervision Training shall provide an understanding of the purposes, theoretical frameworks, and models of clinical supervision as well as the roles and relationships related to clinical supervision; shall include legal, ethical, and multicultural issues associated with clinical supervision.

- Three (3) semester graduate credits from a regionally accredited institution of higher education documented on official transcript

OR

- Forty-five (45) hours of approved continuing education from approved provider documented with certificate of attendance identifying:
 - Dates of attendance
 - Number of hours
 - Name of attendee
 - Name of course
 - Name of provider
 - Signature of responsible officer of continuing education provider

- ❖ **Special Notes Regarding Pre-Approved Supervisors:** (Rule .0209)
 - All supervision arrangements for which a Verification of Arrangement for Clinical Supervision were approved by the Board prior to October 1, 2009 shall be honored by the Board.
 - All qualified clinical supervisors who received Board approval to provide clinical supervision for any applicant prior to October 1, 2009 have until the following deadlines to complete to educational requirements listed:
 - December 31, 2010 to acquire the equivalent of one semester graduate credit in clinical supervision from a regionally accredited institution of higher education as documented by an official transcript or 15 contact hours of continuing education in clinical supervision;
 - December 31, 2011 to acquire the equivalent of two semester graduate credit in clinical supervision from a regionally accredited institution of higher education as documented by an official transcript or 30 contact hours of continuing education in clinical supervision;
 - December 31, 2012 to acquire the equivalent of three semester graduate credit in clinical supervision from a regionally accredited institution of higher education as documented by an official transcript or 45 contact hours of continuing education in clinical supervision;

- ❖ Supervision Contract (Rule .0702)
 - Must use Supervision Contract Form provided by Board
 - Name of the qualified clinical supervisor.
 - Contact information for the qualified clinical supervisor.
 - The modality of supervision to be provided, such as direct (live) observation, co-therapy, audio and video recordings, and live supervision.
 - The frequency of supervision.
 - The location of the proposed supervision.
 - A separate supervision contract form shall be filed for each separate work setting and each supervisor must be approved.

- ❖ Quarterly Reporting Form
 - Use Quarterly Reporting Form provided by Board
 - Quarter 1 (Jan 1 – March 31) – report must be submitted by April 30
 - Quarter 2 (April 1 – June 30) – report must be submitted by July 31
 - Quarter 3 (July 1 – Sept 30) – report must be submitted by October 31
 - Quarter 4 (Oct 1 – Dec 31) – report must be submitted by January 31

- ❖ Final Supervision Report Form
 - Filed by supervisor directly to the Board
 - Use Final Supervision Report provided by Board
 - General information

- Supervision description
- Supervision summary
- Professional assessment
- Reference
- Verification of modality and frequency of supervision
- **SUPERVISION MUST CONTINUE UNTIL APPLICANT RECEIVES THEIR LPC LICENSE**

❖ Supervisor will be asked to assess following areas:

- | | |
|---------------------------------------|-------------------------------------|
| 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 | |