
Overview

This unit involves you ensuring that supervision arrangements are put into place. It may be that you identify for yourself an appropriate supervisor to support and challenge you, or it may be that within an organisation you are allocated a supervisor. It is your responsibility either way, to ensure that you understand and implement the procedures for supervision within the environment in which you practice.

There are two elements to this unit

1. Contract for supervision
2. Utilise supervision

This unit is relevant to those working in the following counselling contexts

1. Institutions
2. Statutory Services
3. VCS (Voluntary Community Sector Services)
4. Social Enterprises
5. Individual Practice
6. Commercial Enterprises

All units within the suite of National Occupational Standards for Counselling are not specific to any theoretical model.

LSICLG3

Contract for and utilise supervision in counselling

Performance criteria

Contract for Supervision

You must be able to:

- P1 identify the kind of supervision required to support and challenge you as an ethical and effective practitioner
- P2 identify a supervisory arrangement that is suitable for your own practice needs and or take up supervision established in your workplace
- P3 familiarise yourself with and take up supervision arrangements established in your workplace
- P4 engage a potential supervisor and explore whether the arrangement will suit your needs and whether a working alliance can be developed
- P5 understand the organisational arrangements and procedures for supervision in your agency
- P6 familiarise yourself with the agency's supervisory policy and procedures and /or clarify and agree roles and responsibilities and confirm the objectives of the supervision to be provided
- P7 negotiate a supervision fee when it is required
- P8 contract clearly the roles of those providing and those receiving supervision when required
- P9 follow the agency's guidelines and/or establish clear boundaries and specific agreements about confidentiality in supervision
- P10 follow an existing or develop an agreed procedure with your supervisor in the event of disagreement or difficulty in resolving conflict
- P11 recognise that you, the counsellor, must maintain responsibility for the therapeutic work with your client at all times and that you have a duty to alert your supervisor/manager and professional body of any related professional concerns
- P12 agree the way in which cases will be presented, including whether audio/video recordings of sessions will be brought and ensure that you have sought client consent for any recordings
- P13 use ethical decision-making models in supervision
- P14 comply with all relevant legislation, codes of practice, guidelines and ethical

Utilise supervision

You must be able to:

- P15 recognise the need for professional supervision
- P16 make a regular commitment to attending supervision and/or comply with your organisation's requirements
- P17 negotiate a good working alliance with your supervisor and understand that there may be limitations to this
- P18 present information clearly and professionally to the supervisor
- P19 identify blocks to learning or understanding the client and present them in supervision

LSICLG3

Contract for and utilise supervision in counselling

- P20 take appropriate steps to safeguard sensitive and confidential material when taking case notes and/or audio visual recordings to supervision and ensure client consent
- P21 identify and understand the reporting relationship, roles and responsibilities between yourself, your supervisor and manager if working in an organisational setting
- P22 use supervision to reflect on professional and practice issues
- P23 discuss personal and professional development needs
- P24 maintain and enhance professional practice through supervision
- P25 use learning from supervision to inform work with clients and identify and action other training/development needs
- P26 recognise your limitations and discuss them with your supervisor
- P27 acknowledge and learn from mistakes, accept and process feedback
- P28 acknowledge to your supervisor negative, positive, sexual or other uncomfortable feelings towards the client
- P29 give feedback to the supervisor about the supervisory relationship
- P30 invite feedback from the supervisor about clinical competence
- P31 recognise your own values, prejudices and ethical dilemmas and their implications with regard to your practice and learning needs
- P32 review and evaluate the benefits of supervision regularly
- P33 critically assess research on supervision
- P34 record the outcome of supervision in the systems appropriate to your workplace

LSICLG3

Contract for and utilise supervision in counselling

Knowledge and understanding

You need to know and understand:

Contract for Supervision

- K1 the professional requirements for supervision
- K2 models of supervision
- K3 the nature of supervision that is required at different times and for different client groups
- K4 how events in your private life may impact on client work and bring this into the supervision
- K5 the frequency and regularity of supervision appropriate to your experience and complying with the minimum requirement of your employer and professional body
- K6 the objectives of supervision
- K7 the importance of a supervision contract
- K8 the benefit supervision is likely to have on therapeutic practice
- K9 the importance of differentiating between line management and supervision
- K10 how to negotiate and terminate a supervisory contract
- K11 relevant legislation, codes of practice, guidelines and ethical requirements
- K12 relevant complaints procedures
- K13 the importance of avoiding dual relationships

Utilise Supervision

You need to know and understand:

- K14 the importance of reflecting on, identifying and addressing professional practice issues in supervision
- K15 the importance of regular supervision
- K16 relevant models of supervision
- K17 how to incorporate learning from supervision into your practice
- K18 how to recognise and address professional development needs in supervision
- K19 how to identify ways of addressing professional and personal limitations
- K20 theories of personal development in relation to supervision
- K21 your workplace systems for recording supervision outcome
- K22 how to manage professional relationships including referrals
- K23 where to find research evidence on supervision
- K24 relevant complaints procedures
- K25 policy and procedure and any legislative requirements for reporting concerns, risk of client harm to self and others to the supervisor/manager/organisation/property

LSICLG3

Contract for and utilise supervision in counselling

Developed by LSIS

Version number 1

Date approved September 2007

Indicative review date September 2009

Validity Current

Status Original

Originating organisation ENTO

Original URN CLG3 v4

Relevant occupations Health, Public Services and Care; Health and Social Care; Child Development and Well Being; Associate Professionals and Technical Occupations; Education and training; Preparation for life and work; Health and Social Services Officers; Health Associate Professionals; Therapists; Social Welfare Associate Professionals; Healthcare and Related Personal Services; Childcare and Related Personal Services

Suite Counselling National Occupational Standards v4

Key words contract, supervise, supervision, counselling
