

The Resting Tree : supervision

Supervisor: Matilde Gliubich Tomat, MRes

Supervisee: _____Your Name, Title, Contact Information_____

Membership number to Ethical Body: _____

Email: _____

Phone number: _____

Date: _____

Purpose of Supervision:

The purpose of this supervision contract is to formalize the expectations and responsibilities between the supervisor and supervisee. It aims to provide a structured framework for professional development, ongoing support, and accountability.

Scope of Supervision:

Supervisee's Focus: The supervision provided will be tailored to the individual needs of the supervisee, whether they are therapists, artists, professionals, or therapy students. Supervision will aim to maintain ethical integrity, foster personal growth, and enhance professional practice, ensuring each supervisee receives the support they need based on their specific role and context.

The key areas of focus will include, but are not limited to:

- **Therapeutic Practice:** Guidance on clinical casework, ethical decision-making, reflective practice, and personal development within therapeutic work, as per BACP guidelines.
- **Research Guidance:** For those involved in academic research, supervision will focus on methodology, research design, ethical considerations, and support throughout the research process.
- **Creative and Professional Development:** Artists and professionals will receive support to integrate therapeutic practices into their work, ensuring their approaches are informed by solid psychological principles.
- **Skills Enhancement:** For therapy students, supervision will include practical skills development, theoretical understanding, and application of frameworks such as Roth & Pilling's competence frameworks.

Frequency and Duration: Supervision sessions will occur monthly, with a duration of 1.5 hours per session, in line with the BACP minimum requirements. The schedule will be consistent regardless of whether the supervisee is currently working with clients.

Holidays and Breaks: During the year, supervision sessions will be adjusted to accommodate agreed-upon holidays or breaks. These will be discussed and scheduled in advance, ensuring that there is continuity in supervision while respecting personal time off. Any significant breaks (e.g., for festive periods) will be factored into the supervision calendar, with flexibility to reschedule as necessary.

Mode of Supervision: Supervision will primarily be conducted in-person, with the format being adapted based on the supervisee's preferences and professional context. If the supervisee works with clients in a different mode, such as online or hybrid, supervision can also be arranged accordingly. All methods of delivery, including in-person, online, or hybrid, will comply with current guidance, rules, and regulations, ensuring a safe and effective supervisory process.

Supervision Model: The primary approach to supervision will be transformational, eclectic and integrative, drawing from a range of models tailored to the individual supervisee's needs. The focus will be on the therapeutic relationship, with a particular emphasis on integrating therapeutic practice, creative exploration, and personal development in the context of therapeutic work and research.

For therapy **students, professionals**, or individuals from **different institutions**, supervision will be adaptable to the specific modalities required by their academic programs or professional development needs. This may include approaches such as developmental, person-centred, cognitive-behavioural, or other relevant methodologies, ensuring that the supervision aligns with the supervisee's personal and professional objectives as well as institutional expectations.

LIABILITY INSURANCE: Professional liability insurance is maintained by both the Clinical Supervisor and the Supervisee. The Supervisee will provide documentation of insurance coverage before supervision begins.

Supervisor's Rights and Responsibilities:

Provide Professional Guidance: The supervisor is expected to offer guidance, advice, and feedback related to the supervisee's goals and areas of development.

Ensure Ethical Standards: The supervisor will ensure that supervision adheres to ethical guidelines and professional standards, particularly those related to confidentiality, boundaries, and integrity.

Availability: The supervisor will make reasonable efforts to be available within the agreed-upon times and will provide notice in advance for any rescheduling or cancellations.

Provide Constructive Feedback: The supervisor will give timely, constructive, and honest feedback in order to support the supervisee's professional growth.

Maintain Confidentiality: Any sensitive or personal information shared during supervision will remain confidential, unless there is a serious concern about the supervisee's well-being or ethical violations.

Professional Development: The supervisor will also engage in ongoing professional development, staying informed about relevant practices, trends, and research.

Supervisee's Rights and Responsibilities:

Commitment to Professional Growth: The supervisee agrees to be actively engaged in the supervision process, making consistent progress toward their goals and objectives.

Prepare for Supervision: The supervisee will come to supervision sessions prepared, having reflected on their work, challenges, and any questions or areas where guidance is needed.

Confidentiality: The supervisee must maintain confidentiality regarding any sensitive information shared during supervision, respecting the boundaries of the relationship.

Communication: The supervisee agrees to communicate openly about any difficulties, challenges, or conflicts that arise during the supervision process.

Timeliness and Attendance: The supervisee will respect the agreed-upon schedule and give advance notice in case of cancellations or delays.

Follow Through: The supervisee will follow through on agreed-upon actions and objectives, seeking clarity when needed.

Supervision Process:

Structure of Meetings: I expect supervisees to come prepared with the topics they wish to discuss. This may include client cases, theoretical frameworks, issues related to contracting, or any other areas where guidance is needed. Sessions will be most productive when there is a clear focus, allowing us to address the areas that matter most to your development and practice. Please be mindful of your own responsibilities in meeting your supervision requirements.

Confidentiality: Both parties agree to keep all discussions confidential within the bounds of the law and professional ethics.

Evaluation: Drawing from Roth and Pilling's approach to evaluation, I aim for our supervision sessions to foster a constructive and developmental critique, similar to the methods used in fine art studios. The focus will be on exploring your clinical practice with an open, reflective mindset, allowing for a nuanced assessment of strengths and areas for growth. Through collaborative dialogue, we will critically examine your work in a supportive environment, encouraging continuous improvement and deepening your understanding of both theory and practice.

Supervision Record: The supervisor will maintain a record of the sessions, which may include notes on topics discussed, goals set, and feedback given; these will be stored at all times securely in compliance with data protection laws (GDPR).

Performance and Safety Standards for Counselling Students

Counselling students are expected to meet the professional and ethical standards required by both the training institute and the BACP. If a student's performance is consistently below these standards or if there are concerns about their ability to practice safely with clients, this will be addressed promptly. In cases where significant improvement is not demonstrated, I may be unable to sign off on their readiness for client work. The safety of both the student and their clients is paramount, and if necessary, client work may be suspended until the student can show competency and adherence to the required guidelines.

In case a supervisor / therapist is not working in a safe way

If a supervisee is not meeting the expected standards of performance or is not practicing in a manner that aligns with the ethical guidelines of the BACP or the requirements of their professional location, this will be addressed directly. My priority is to ensure both the safety of the supervisee and their clients. Should concerns arise regarding a supervisee's ability to practice safely and competently, we will collaboratively explore additional support options. If necessary, this may include pausing or adjusting client work until the supervisee demonstrates readiness and adherence to professional and ethical standards.

Termination of Supervision:

Either party may terminate the supervision agreement at any time with reasonable notice. Both may terminate by **providing two-session notice**, unless there is a breach of contract

or other urgent circumstances, such as if one or both parties fail to uphold their responsibilities or if the working relationship becomes unproductive or untenable

Financial Arrangements:

Fees and Regulations are stated in the latest TRT Contracting and Fees document.

Amendments:

This contract may be amended by mutual agreement in writing, should the circumstances or needs of either party change.

Please note the following links:

BACP Ethical Framework : www.bacp.co.uk/events-and-resources/ethics-and-standards/ethical-framework-for-the-counselling-professions/

My website : www.matildetomat.com

Agreement to Terms

By attending your first session, you acknowledge and agree to the terms and conditions outlined in this contract. Should you have any questions or concerns about these terms, please discuss them with me prior to the session.

Matilde Gliubich Tomat, MRes
As The Resting Tree
www.matildetomat.com
Blackburn, March 2025