

# Appendices

## Appendix 16.1

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### **Example supervision agreement from the British Association for Behavioural and Cognitive Psychotherapy (BABCP, 2005)**

Supervision agreement between \_\_\_\_\_ and \_\_\_\_\_

#### **Confidentiality**

- ◆ All professional and clinical issues discussed are confidential and are not to be discussed outside the supervision session. The exceptions to this are where professional malpractice may be evident, or if requested to release information by a Court of Law, Coroners Office, or Professional Body.
- ◆ All cases or professionals discussed during supervision must be made anonymous.
- ◆ Where tape recording of sessions takes place this must be agreed with and have the informed consent of the service user, carer, or professional. Arrangements must also be made to destroy/wipe any recordings. The supervisee is responsible for ensuring this process is followed.

#### **Comments**

#### **Content of supervision**

- ◆ Content of supervision will focus on the acquisition of knowledge, conceptualization, and clinical skills within a cognitive behavioural model(s).
- ◆ Associated issues will also be discussed when it is relevant to do so, for example, medication, hospitalization, case management.
- ◆ Identification (and collaborative change of these if appropriate) of supervisee thoughts, attitudes, beliefs, and values and the impact of these on therapeutic and professional behaviour.

Martina Mueller, Helen Kennerley, Freda McManus, David Westbrook  
Oxford Guide to Surviving as a CBT Therapist: Appendix 16.1 Example supervision agreement from the British Association for Behavioural and Cognitive Psychotherapy (BABCP, 2005). Copyright © 2010 by Oxford University Press

- ◆ Discussion and working through relationship and process aspects of supervision.

There will be an equal split between the time spend on each of the above in the time available.

## Comments

### Practicalities

- ◆ One session each \_\_\_\_\_ for \_\_\_\_\_ hours/minutes
- ◆ The venue the session(s) will take place at is \_\_\_\_\_
- ◆ The person responsible for booking the accommodation is \_\_\_\_\_
- ◆ Fees for supervision are \_\_\_\_\_
- ◆ Cancellation arrangements \_\_\_\_\_

## Supervision methods and content

- ◆ Discussion of therapeutic relationship and engagement issues
- ◆ Case conceptualization/formulation
- ◆ Rehearsal of therapeutic techniques (e.g. simulation, role-play)
- ◆ Discussion about therapeutic strategies
- ◆ Case presentations
- ◆ Homework
- ◆ Review of audio and videotapes (at least one per month)
- ◆ Direct observation of practice—at least once in a month per supervisee
- ◆ Identification of supervisee thoughts, attitudes, beliefs with exploration of the impact of these on therapeutic and professional behaviour
- ◆ Review of risk and therapist/service user safety
- ◆ Review of clinical guidelines/manuals
- ◆ Review of psychoeducational material
- ◆ Experiential exercises
- ◆ Other strategies as agreed

## Comments

### Aims of supervision

The primary focus of supervision is the welfare of the client through the supervisee's learning process, in terms of knowledge attainment, attitude refinement, and skills development.

**Goals for supervision:**

- 1.
- 2.
- 3.
- 4.

**Comments**

**Anti-discriminatory practice**

Practice will follow the policy of  
[employer/professional body]

**Comments**

**Steps in the event of a breakdown in the arrangements for clinical CBT supervision**

In the event of inappropriate behaviour by the supervisor/supervisee this should be discussed together initially

If this is unsuccessful or the behaviour is of a serious and immediate nature then \_\_\_\_\_ should be informed IMMEDIATELY.

In the unlikely event that the relationship between the supervisee and supervisor deteriorates, each person is responsible for attempting to work together to resolve the problem.

**Comments**

**Changes to this agreement and timescale**

Changes to this agreement can be negotiated at any time.

This agreement covers the period

Signed \_\_\_\_\_ Supervisor \_\_\_\_\_ Date \_\_\_\_\_

Signed \_\_\_\_\_ Supervisee \_\_\_\_\_ Date \_\_\_\_\_

*With thanks to Michael Townend*

Please feel free to circulate and edit the document as you wish.