



Supervision Contract

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This agreement is made by and between _____ (hereinafter referred to as the Supervisee) and Leigh DeLorenzi, PhD, LMHC, LMFT, NCC (hereinafter referred to as the Supervisor).

Professional Disclosure Statement

Supervisor Information: I am a Licensed Mental Health Counselor, a Licensed Marriage and Family Therapist, and a National Certified Counselor. I have Master of Arts in Clinical Mental Health Counseling and a certificate in Marriage and Family Therapy from Rollins College, and a Ph.D. in Counselor Education & Supervision from University of Central Florida. My clinical specialties are: (a) the treatment of trauma in children, adults, and families, and (b) the physical, emotional, and mental wellbeing of professional helpers (e.g., physicians, counselors, etc.) I have completed training in Eye Movement Desensitization Reprocessing (EMDR), which is a counseling technique used for clients who have experienced trauma in their lives. I also provide psychotherapy, coaching, and education to other professional helpers, including counselors, physicians, nurses, or any profession that involves professional caregiving. I am member of the American Counseling Association, AAMFT, and several national and state divisions related to mental health counseling and counselor education and supervision.

Supervision Model: I utilize the Integrated Developmental Model along with mindfulness-based and cognitive approaches, focusing on counselor professional and personal development, self-efficacy, self-other awareness, motivation, autonomy, and self-regulatory processes. Other important areas that receive attention in supervision include: (a) counseling skills, (b) personal wellness, (c) multicultural and diversity considerations for self and clients, and (d) client/case conceptualization.

Supervisory Role and Expectations: As a supervisor, I believe my role is to develop supervision strategies that will prepare and inspire future counselors to be effective and responsible helping professionals who will serve their clients, the local community, and the greater whole of humanity by working in partnership with a diverse clientele in an ethical manner and within a multilevel perspective of interacting systems. This is accomplished by providing and overseeing a range of supervisory experiences that will assist the counseling student in the development of competent intervention skills, therapeutic abilities, ethical practice, and solid professional identities.

As a supervisor, I believe that I have four major responsibilities:

1. Monitoring client welfare.
 2. Monitoring supervisee welfare.
 3. Enhancing supervisee's development and identity as a professional counselor.
 4. Facilitating supervisee's ability to self-supervise.
1. **Monitoring the welfare of the supervisee's clients** requires that the supervisor place great importance on ensuring that clients are safe and that applicable ethical and legal guidelines are honored. This means that the supervisee's actions will not cause harm to clients. Throughout supervision, attention will be given to counselor stance, the influence of non-shared identities and experiences between client(s) and counselor, development of

the therapeutic alliance, conceptualization of the cases, assessment and evaluation methods, and interventions applied to each case.

2. **Monitoring supervisee welfare** includes consideration of the work environment that will support the supervisee's continued journey as a professional counselor, will provide effective support from on-site counselors, and will not place the supervisee at risk in terms of ethical or legal binds. Appropriate work environments also include consideration for the supervisee's training level, appropriate assignment of cases and other professional experiences, and consistent supervision according to published degree requirements.
3. **Supervisee well-being** includes awareness of self-care, development of coping strategies, and monitoring burnout. Also critical in the supervisory process is the opportunity for the supervisee to enhance their continued development as a professional counselor. This includes experiential opportunities that increase conceptualization, therapeutic relationship building, and intervention skills. The supervisee is entitled to supervisory support that facilitates personal and professional development.
4. **Facilitating the ability of supervisee to self-supervise** is the ultimate goal of supervision. Upon completion of supervised experience, the supervisee should be able to monitor and evaluate ethical and legal actions. Supervisees should also be able to intentionally apply learned conceptualization, intervention, and personalization skills to their client caseload. The supervisee should be capable of evaluating personal effectiveness based on client reactions and outcomes and make adjustments in the counseling approach as needed. As a professional, supervisees are expected to remain conscious of the influence of personal dynamics, stay aware of the limitations of scope of practice, and know when to obtain consultation and additional supervision. Self-supervising professionals also manage their personal health and well-being since it influences and is influenced by the counselor role.

Additional expectations of the Supervisor include:

- Promoting a safe, trusting, learning alliance with the supervisee.
- Providing culturally and contextually responsive feedback to the supervisee.
- Using individualized approaches based on the learning needs and style of the supervisee.
- Engaging in active promotion of professional growth and development for the supervisee.
- Upholding ethical and legal responsibility in supervision and clinical practice.

Supervisory Support: If at any time the practicum student requires support or vital consultation outside of scheduled supervision meetings, please contact me via cell phone at 407-718-2245 (text and leave a message) and/or email at ldelorenzi@rollins.edu. I will respond to the message within 12 hours. You may leave messages any time of day or night. In the case of an emergency involving a client, the practicum student should first contact her or his site supervisor for immediate direction about how to handle the situation in compliance with the site's protocol and policies. The practicum student should next contact me via phone message, text, and/or email to report the emergency and update progress about the situation until the emergent aspect has been resolved. In compliance with Florida law for mandated reporters, the practicum student may be responsible for directly reporting the suspected or reported abuse of a child or vulnerable adult by calling the Florida abuse hotline at 1-800-962-2873. Additionally, if it is suspected that a client is in danger of harming self or others, the practicum student is obligated to call 9-1-1 and report the danger immediately.

Supervisee Role and Expectations: The supervisee has the right to be informed of the supervisor's expectations of the supervisory relationship. The supervisor shall clearly state expectations of the supervisory relationship. The supervisee is also expected to:

- Identify personal and professional goals of supervision.
- Seek supervision regarding case notes and documentation until supervisee demonstrates competency in case conceptualization.
- Provide input to the supervisor regarding the supervisee's expectations of the relationship.
- Make every effort to ensure client welfare and that client's treatment goals are being addressed.
- Engage in a learning alliance with the supervisor built on mutual respect.
- Schedule regular supervision sessions with supervisor and attend on time with an open learning attitude.
- Maintain documentation of supervised hours and supervision sessions.
- Consult with supervisor in situations that appear potentially harmful, dangerous, unethical, illegal, or confusing.
- Incorporate constructive feedback as documented in regular evaluations.
- Self-monitor for personal, academic, or professional issues that may interfere with effective, ethical, culturally competent, and trauma-informed practice.
- Notify supervisor of any situations in which you are concerned, uncomfortable, or unable to perform assigned tasks as soon as possible.
- Engage in active promotion of professional growth and development.
- Uphold ethical and legal responsibility in clinical practice.
- Purchase and maintain liability insurance throughout the entirety of the supervision experience; liability insurance must be purchased by the first supervision session.
- Inform the supervisor of any and all work placements where the supervisee is providing counseling services to clients.

Evaluation

The supervisee will be given performance evaluations that review both expectations and development of necessary clinical skills. Written records of the supervisee will be reviewed on a regular basis. Supervisees will be given specific written feedback regarding their strengths and areas for improvement. The supervision system operates through observation of clinical work, if your place of employment allows, and with written and signed consent of your client(s). This ensures that direct, focused feedback will be provided, increases the degree of trust and safety, and provides an accurate evaluation of skills development progress.

Frequency and Duration

Supervisees are required by the Florida Board of Clinical Social Work, Marriage and Family Therapy, and Mental Health Counseling to receive no less than 100 hours of supervision in no less than 100 weeks, with at least 1 hour of supervision every 2 weeks. In order to meet this requirement, it is recommended that supervisees obtain at least 4 hours of supervision per month, and at least 50% of supervision must be individual.

Supervision will be of individual, dyad (2), or group format (not to exceed a one supervisor to six supervisee ratio).

Supervision Fees & Payment

Upon satisfactory performance of the services described in this agreement, the supervisor shall be compensated in the following manner:

- ◇ \$75/ hour (60 minutes) per supervisee/ 1 supervisee per hour
- ◇ \$65/ hour (60 minutes) per supervisee/ 2-3 supervisees per hour
- ◇ \$50/ hour (60 minutes) per supervisee/ 4-6 supervisees per hour

Payment for supervision is expected at the time of supervision by online payment (processed by Simple Practice). Failure to pay for supervision sessions will need to be discussed with the supervisor prior to the scheduled session to either reschedule or arrange a payment plan. Supervisees in dire financial need may request additional discounts which will be reviewed on a case-by-case basis.

The Supervisee agrees to the following statement: *"I understand that I am responsible for the charges for services provided by this supervisor. I understand that regular attendance to supervision is an important requirement of the licensure process. I understand that if I need to cancel a supervision appointment, I must email or call my supervisor at 850-625-1026 at least 24 hours prior to the time of my appointment. If I do not cancel at least 24 hours prior to an appointment or if I no-show, then I will be charged 100% the cost of my missed appointment fee which is to be paid prior to my next supervision appointment."*

Terms of the Contract

The period of this agreement shall be from (supervision start date): _____ to _____ (supervision termination date). The agreement may be terminated if the Supervisee or Supervisor does not maintain the necessary qualifications (i.e., licensure) or if the Supervisee or Supervisor is not maintaining appropriate ethical and legal standards of practice. This contract is subject to revision at any time upon agreement between Supervisee and Supervisor.

Confidentiality will be maintained in supervision sessions with the following exceptions: (1) Supervisor and Supervisee agree that the case requires additional assessment and feedback; (2) It is determined that supervisee or client are danger to self or others; (3) Child or elder abuse is suspected of supervisee or client; (4) Disclosure is ordered by court of law; (5) Supervisor is called to defend against legal action or formal complaint before a court or regulatory board related to client treatment or supervision. Confidentiality will be maintained under same conditions in group supervision setting.

We, the undersigned, agree to uphold the specifics of this contract along with all ethical standards of the American Counseling Association (ACA) and/or the American Association for Marriage and Family Therapy (AAMFT), state licensure requirements, and agree to maintain appropriate personal and professional conduct in this relationship as well as the counseling relationship. We also agree to be open and honest in disclosing any information concerning the client/counselor relationship as well as the supervisor/supervisee relationship. This Contract may be cancelled for any reason by either party with 30 days written/email notice. Both parties are encouraged to reference [Chapters 456 and 491 Florida statutes](#) and [ACA Codes of Ethics](#) and/or [AAMFT Codes of Ethics](#) as needed for guidance and direction.

By signing below, I _____ voluntarily enter into this contract and have had the opportunity to read and ask any questions to clarify my understanding of this agreement.

Supervisee's Printed Name: _____ Date: _____

Supervisee's Signature: _____

Supervisor's Printed Name: Leigh DeLorenzi, PhD, LMHC, LMFT, NCC Date: _____

Supervisor's Signature: _____