

SUMMARY-LCSW RULES AND REGULATIONS FOR SUPERVISORS

Read the **LCSW RULES AND REGULATIONS** sheet prepared for supervisees for information relating to licensure qualifications and the definition of supervised clinical experience

SUPERVISION REQUIREMENTS

1. The supervisee must complete 3000 hours of supervised clinical experience.
2. The supervisee must receive **a minimum of 2 hours of supervision for every 40 hours of supervised clinical experience** (150 hours of supervision); **1/2 of this supervision must be individual; 1/2 may be in a group—all must be in person. Group supervision must be concurrent with individual supervision.** (For 40 clinical hours one hour a week can be group supervision and the second hour individual supervision. For 20 clinical hours one hour can be group supervision and one hour can be individual supervision every other week. (The board does not accept more than 1 hour of group supervision in any week, so two hour group supervision sessions every other week are not permitted.) **Supervision must occur at the time of the clinical work to be applied towards accreditation.**
3. **Half all supervision--** 75 of the 150 hours of supervision **must** be with a **LCSW supervisor**; the other half of the supervision can be with a clinician who meets standards listed below.
4. To count towards the supervision requirement for LCSW licensure, the clinical experience must take place in a **single setting** for either **at least 30 hours per week but no more than 50 hours per week during at least a 3 month period OR at least 15 hours per week for a period of at least 6 months.**
5. The supervised clinical experience shall be completed in no less than 2 years and no more than 6 years; at least 500 hours by no more than 1800 hours may be credited in any 12-month period.
6. Supervisees must disclose to their clients their status as a supervisee and obtain written permission to discuss the case with their supervisor.

STANDARDS FOR SUPERVISORS

As of January, 2006, to qualify as a supervisor, an individual must meet the following criteria:

1. Have a LCSW and 5 years of experience within the last 10 years as a clinical social worker;
2. For non social work supervision, the supervisor must hold a license and a master's or doctoral degree in a related field (Psychiatry, Psychology, LMFT or LPC) with at least 5 years of experience within the last 10 years in that field.

In addition,

1. The supervisor must be qualified by training and experience to practice in the supervisee's areas of supervised practice;
2. The supervisee may not be a relative of the supervisor by blood or marriage, may not be involved in a dual relationship with the supervisee and may not treat the supervisee;
3. The supervisor must have an active license.

SUPERVISOR'S RESPONSIBILITIES

1. The supervisor shall oversee, direct, recommend and instruct the clinical activities of the supervisee;
2. The supervisor must be accessible to the supervisee for consultation;
3. The supervisor must establish objectives with their supervisee; these objectives will be reviewed and the supervisor will prepare written evaluations or reports delineating the supervisee's strengths and weaknesses and discuss them with the supervisee at least on a quarterly basis;
4. The supervisor shall ensure that the supervisee's status as a supervisee is made known to the supervisee's clients and ensure that the supervisee has obtained written permission from each client to discuss his case with the supervisor;
5. The supervisor shall observe client sessions or review recordings of these sessions as part of the supervisory process;
6. The supervisor is responsible for maintaining notes or records of the supervision sessions and providing those records to the Board upon request;
7. Supervision must include discussion of practice issues and ethics as well as areas of competence and areas needing improvement;
8. The supervisor shall encourage collaboration with professionals in other disciplines as indicated by the needs of each client and shall encourage the supervisee to access multidisciplinary consultation, as necessary;
9. The supervisor may not supervise more than 6 supervisees at the same time. Exemption from this requirement can be requested*;
10. The supervisor must designate a substitute supervisor if temporarily unable to provide supervision;
11. If a supervisor wishes to terminate the supervisory relationship, he/she must give the supervisee two weeks written notice to enable the supervisee to obtain another qualified supervisor. The supervisor may not terminate supervision if it would result in abandonment of the supervisee's client;
12. The supervisor shall be empowered to recommend the interruption or termination of the supervisee's activities in providing services to the client, and if necessary, terminate the supervisory relationship. Any hours accumulated for activities not approved by the supervisor will not count towards the 3000 hours of supervised experience;
13. If during the period of supervision, the supervisor's license is suspended or revoked, the supervisor shall immediately notify the supervisee and immediately cease supervision.

More information is available at:

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