

INITIAL SUPERVISEE FILE

You need to provide each of these documents to me before we can begin clinical supervision.

- Graduate transcript
- Verification of Liability Insurance
- LPC Supervision Agreement
- Clinical* Supervision Agreement Document
- Evaluative Statement from prior Supervisors
- Clinical Supervision *Ethics* Agreement
- Professional Disclosure Statement – must include that you are being supervised by me and how they can contact me including phone, email, postal address
- Doctrinal Statement
- List of ALL Professional Associations that you belong to (and proof)
 - American Counseling Association
 - American Association of Christian Counselors
 - Colorado Licensed Professional Counselor Association
- Copies of Codes of Ethics and Standards of Practice for each Professional Association that you belong to
- Releases of Information from each of your clients giving you permission to consult with me
- Proof of listing in Unlicensed Therapist Database for Colorado
- Samples of documentation formats including
 - Progress notes
 - Treatment planning
 - Termination letters

ONGOING SUPERVISEE FILE

- Record of clients
- Notes from supervision

- Record of supervision dates and fees