Supervision Consent Form and Agreement

Madelyn L. Isaacs, Ph.D., LMHC, NCC, ACS

I am pleased to have the opportunity to serve as your University clinical supervisor. The purpose of this consent form is to familiarize you with me as your supervisor and to explain what you can expect from your relationship with me. I consider this relationship to be one of mutual respect and trust.

Education / Credentials

I have a BA in Social Studies/History which prepared me to teach at the secondary school level and I have a concentration in Urban Studies. My master’s degree is in Counseling (called Educational Psychology at the time). I am a Licensed Mental Health Counselor in Florida since 1988 and have NBCC certification as well as Approved Clinical Supervision credentials. I have worked in community mental health as an administrator for an emergency shelter for abused and neglected children, as a private practitioner in both group and individual practices, and as a student services and academic administrator at the University level. I have served on the boards of several state and local professional organizations. I have consulted with community organizations and school districts and have presented workshops or written about counseling theories, practices, legal and ethical issues, collaborative consultation, organizational development, and using data for decision-making and accountability. I have been teaching and training counselors since 1978 and supervising counseling field experiences in schools and mental health settings since 1988.

I have worked with individuals, groups, couples, and families as a counselor. My theoretical orientation for counseling integrates cognitive-behavioral and client-centered theory. I use techniques from these orientations as well as from Solution-Focused, Adlerian, Rational-Emotive, Reality, and Existential Theories.

Approach to Supervision

Supervision is designed to assist you in improving counseling skills, case conceptualization skills, personal growth, and professional identity. It is also my ethical responsibility to monitor client care. As your supervisor, I will function in five roles during our sessions: teacher, consultant, counselor, coach, and evaluator. I will support your choice of counseling theory and expose you to additional approaches when appropriate. I will require that you demonstrate effectiveness in use of theory and that you document your practice as planful, intentional, resilient, and reflective.

We will use recordings of counseling sessions in supervision and you are expected to be a peer reviewer as well as to receive peer feedback. You are expected to come to sessions prepared by submitting your recordings, case conceptualizations, and documentation of goals and progress in a timely manner. We will meet for supervision individually, in triads, and in groups as scheduled in the course syllabus. I will visit you at your site and meet with your primary supervisor. You can expect to receive both verbal and written feedback from me. I am available to you in person, by telephone at the numbers listed below, and by Skype as needed and arranged. Use my office or email for non-urgent contacts and I will be responsive quickly. I ask that you keep my personal contact (home, cell) phone numbers private and use them only when urgent contact is needed.

**Intern Responsibilities**

My expectations about our relationship are outlined here and in our formal course syllabus.  Please be on time to our meetings; arrive a few minutes early to relax, collect your thoughts and feelings and otherwise prepare for our meeting. In supervision group you are responsible to provide and receive feedback from me, your site supervisor, and your peers. I expect you to be honest and forthright and to accept supervision in a collegial fashion. I strive to be respectful and helpful in giving feedback and expect you to receive feedback in that spirit. I will make allowances for urgent need and may allow you to participate in supervision by Skype or other method with prior notice.

You are responsible to meet or exceed the legal, ethical, and practice standards of ACA, your professional practice area (ASCA or AMHCA), the College, University, and site as well as Florida. If you have questions about these, immediately contact me and/or your site supervisor. You are required to provide documentation as described in the syllabus (e.g., liability insurance, documentation of weekly site-supervision, log of direct and indirect hours, etc.). You are expected to provide confidentiality, concern for client welfare, informed consent, and any other ethical requirement for our profession or requirements of the site for the provision of services. Failure to meet these expectations or legal and ethical requirements of the profession may mean removal from this experience, a failure for the course, and/or the program as determined by me and/or program faculty review. You are expected to meet the requirements of the program, this field experience and integrate into the site during these next weeks. You will provide recordings and case paperwork throughout the term for review to me and to your site supervisor. You will be receiving supervision at the site on a weekly basis.

Supervision has both benefits and risks. The benefits include personal and professional growth and increased comfort and skills in counseling and case conceptualization. The risks include experiencing discomfort due to challenge, anxiety, frustration or confusion. I believe that discomfort is part of the growth process. Please discuss with me any feelings you experience during this process. I can be reached at the numbers below if you should need to contact me between sessions or in an emergency.

Evaluation

Evaluation is an ongoing process. Both subjective and objective methods will be used. I will provide written and verbal feedback which may sometimes occur in one to one or small group supervision. You will receive copies of all written evaluations of your work. If you have any concerns or are dissatisfied with your supervision or the evaluation process, please discuss them with me. If we are unable to resolve the issues, I urge you to contact the Associate Dean for Graduate Studies in the College of Education. If I have concerns about issues regarding your performance, I will discuss them with you first and then share them with our faculty for consultation.

Legal / Ethical Issues

The information that you share during our sessions will remain confidential among your current supervisors and on a report basis with program faculty if consultation is required. Since you are also receiving group supervision your peers may also be receiving information about your performance and you about theirs. Other than these situations, I will not reveal information about our Supervisor/Supervisee relationship without your knowledge. My services will be offered in a professional manner and will be consistent with the ACA Ethical Guidelines, Program and College requirements and handbooks. Supervision is not intended to provide personal counseling for the supervisee. If personal concerns arise that interfere in your functioning, you are encouraged to seek counseling. Once again, if you are dissatisfied with your supervision and unable to resolve issues with me, please consult the Chair of Leadership, Educational Technology and Counseling, or the Dean, COE.

Statement of Agreement

By signing below, both parties indicate that they have read and understand this document, understand the legal and ethical standards, and agree to participate in supervision according to the guidelines set forth in this agreement.

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Supervisor Signature Date

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Supervisee Signature Date

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