Therapeutic Life Story Work International

**Therapeutic Life Story Work Clinical Supervision Agreement**

Between: Supervisor:

 Supervisee:

**PRINCIPLES (IN RELATION TO TLSW)**

1. To ensure that the supervisee is clear about his/her roles and responsibilities

2. To ensure the supervisee is accountable for their practice

3. To assist in the supervisee’s professional development

4. To be a source of support for the supervisee

5. To provide regular feedback to the supervisee on their performance

6. To enable the supervisee to perform to the standards specified in the TLSW role

**Supervision will focus on: -**

* case discussions, practice, policy, theory, and philosophies
* professional development, training, and education

Feedback should be concrete, constructive, and timely. Supervisor will discuss any practice or professional concerns with supervisee and report to the supervisee’s manager if necessary.

**Arrangements agreed for supervision**

**Frequency**: Monthly formal supervision is required for up to four children/ young people.

**Length**: To be minimum of 1-hour, longer period can be offered if needed – if Group

of more than 1 time will be according to group numbers.

**Location**: On-line or agreed venue.

**Agenda**: The agenda is led by the supervisee and will be agreed by all parties at the beginning of the session.

**Supervision Records:** Supervisee and Supervisor will be responsible for writing their own records of the supervision, and ensure they are kept in a confidential location. Supervisee will sign a copy of the supervisor’s record to evidence the discussions have taken place.

When the supervisory relationship ceases, any supervision notes are to be archived in line with the policy and procedure of the agency/organisation providing such supervision.

**Cancellation:** There will be no cost incurred for cancellation/ rescheduling an agreed supervision date unless the supervisor receives less than 24 hours’ notice in advance.

**Accountability:** Any concerns arising in relation to practice that cannot be resolved can be taken to the TLSWi Committee by either Supervisor or Supervisee.

**Review:** the supervisory relationship and supervisees development will be reviewed every 6 months and the supervisory agreement will be reviewed annually; these discussions will be included and recorded on the supervision record.

**Signed by: - Supervisor Supervisee**

**Date**: