



## Supervision Report Form

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### PART ONE

This form (parts 1-5) must be completed:

1. In Years 3 and 4, every December, for submission to the trainee's Training Advisor
2. Every time you **end with a supervisor**, and
3. At the end of your training as part of your portfolio

**Date:**

**Name of trainee:**

**Name of supervisor:**

**Number of supervision hours since last report:**

**Number of psychotherapy practice hours since last report:**

**Total number of supervision hours to date (since beginning the supervisory relationship):**

**Total number of psychotherapy practice hours to date (since beginning in placement):**

**Context of Report - please tick the appropriate box**

- End of year report
- End of supervisory relationship

## **PART TWO**

### **Self Assessment by Supervisee**

1. Current focus in supervision
  
2. Use of supervision (how you use your supervision, your supervisor and the group)
  
3. Capacity to reflect on self, client and therapy relationship
  
4. Capacity to relate theory to process and sessions with clients
  
5. Capacity to identify issues for supervision and use the supervisory relationship as a model and resource for learning
  
5. Capacity to act on learning gained in supervision
  
6. General health and well-being

**PART THREE**

**Supervisor's Comments**

Please comment on your supervisee's self-assessment above, referring to the accuracy of the supervisee's assessment, and any areas for future development.

Please also consider your supervisee's developmental stage in relation to these capacities. Please write any comments relating to the points below overleaf.

- to initiate, develop and maintain an effective therapeutic relationship

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to make an appropriate assessment of their competency to work with each individual client

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to develop therapeutic contracts which take account of the individual needs and context of the client

Limited capacity      1                      2                      3                      4                      Excellent capacity

- Ability to use supervision and other professional support appropriately – to identify needs, give and receive constructive and developmental feedback, and integrate learning.

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to work ethically within the BACP Code of Ethics, making trustworthy choices for the benefit of clients.

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to work with difference and pay attention to psychosocial, cultural, and contextual factors in an anti-oppressive way, recognising implications for the therapeutic relationship.

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to assess and respond to risk appropriately.

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to assess self and client, and respond to psychological processes, relevant to online working.

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to manage the professional/ethical boundaries of the therapeutic relationship

Limited capacity      1                      2                      3                      4                      Excellent capacity

- to manage the professional/ethical boundaries of the therapeutic relationship

Limited capacity      1                      2                      3                      4                      Excellent capacity

**PART FOUR**

**Supervision Log**

Date	Length of session	Individual or group supervision	Group size	No of supervision hours claimed	Number of client hours since last supervision	Supervisor's signature

**Requirements for supervision in placements for student counsellors/psychotherapists in training**

a) 1 hour of supervision for every 8 hours of client work. b) Not less than an overall minimum of 1.5 hours per month. c) Delivered not less than fortnightly.

Group supervision a) In groups of four or less, each trainee can claim up to 50% of the time together. b) In groups of five or more, the time is divided by the number of trainees in the group.

**PART FIVE**

**Supervisee Reflections**

Please comment on your supervisor's assessment and describe how you intend to grow into your areas of development.

Signed \_\_\_\_\_ (Supervisor) Date \_\_\_\_\_

Signed \_\_\_\_\_ (Supervisee) Date \_\_\_\_\_