



Supervision Agreement / Consent Form 2025 (Private & Confidential)

This Agreement / Consent Form is for the supervision of the psychology practice of _____
(supervisee) by Charles Thermos (supervisor).

The supervision process (objectives - content - goals)

Supervision refers to a structured process of professional support and development between a supervisor and supervisee with the aim of helping a supervisee with one or more of the following objectives:

- ^ to present, discuss, understand, respond to or manage issues related to their particular professional practice contexts and client work;
- ^ to develop capabilities for supporting their professional practice and self-care (i.e., assessment; case formulation; treatment planning, delivery, evaluation; self-care and self-compassion; etc.);
- ^ to develop and practise particular psychology and / or counselling skills, strategies, and practices through structured learning opportunities and by providing developmentally useful feedback;
- ^ to develop, practise and apply specific modality-related skills, strategies, exercises and practices (e.g. Acceptance & Commitment Therapy (ACT) and/or other modalities);
- ^ to ensure the provision of quality, safe, ethical, legal and professional care to clients of the supervisee;
- ^ to focus on particular supervision goals, activities, and needs of the supervisee, including (*supervisee to complete as required*):

The supervision process, objectives, content and goals will be aligned with the supervisee's learnings, experience, stage of development, resources, and their professional practice context(s) / requirements.

Facilitated conversations and reflective approaches in supervision will aim to help the supervisee to gain new insights, different perspectives and develop knowledge and skills that are relevant to their professional roles and responsibilities. The supervision process emphasises professional development, guidance, support and feedback.

Any issues of concern identified will be discussed in supervision and the supervisee will be supported to appropriately manage these, in accordance with the Australian Psychological Society's (APS) Code of Ethics and Ethical Guidelines.

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The supervisee will be provided with a safe, supportive and reflective space and relationship for learning, exploring and discussing their needs. The supervisee will be encouraged to bring attention to their own responses in their client and other professional work. Supervision 'cases' will be drawn primarily from the supervisee's caseload.

Supervision with Charles Thermos is typically comprised of the following phases: a needs assessment and goal clarification phase, including an initial contracting and planning phase; 'the work' phase; and, a review and evaluation phase (as required).

Frequency of supervision consultations is negotiated between the supervisor and supervisee. Consultations are usually for 50-55 minutes and can be delivered face-to-face (in room), or via telehealth or by telephone.

Supervision with Charles Thermos is informed by a range of theoretical perspectives and approaches, including Acceptance and Commitment Therapy (ACT); Mindfulness-Based Interventions (MBI) (e.g. Mindfulness-Based Stress Reduction (MBSR) & Mindfulness-Based Cognitive Therapy (MBCT)); Psychosynthesis, Internal Family Systems (IFS), Positive Psychology; Solution-Focused Therapy; Systemic (Family) Therapy. It is also informed by his training, learnings and experiences to date.

Charles Thermos is the Director of Transformative Psychology. He has been a registered psychologist with PsyBA since 1996. His qualifications include a Master of Counselling Psychology. He has endorsement as a counselling psychologist and is an approved supervisor with the Psychology Board of Australia (PsyBA). He is a Member of the Australian Psychological Society (APS) and a Fellow of the APS College of Counselling Psychologists. He has extensive experience in supervising psychologists, counsellors and other health professionals.

Supervisor / Supervisee Duties and Responsibilities

Supervisor duties / responsibilities

- ✧ providing support and encouragement for continuing professional development of the supervisee
- ✧ clarifying and discussing supervision concerns and questions
- ✧ challenging the supervisee (as required) to assist with their professional development
- ✧ tracking the supervisee's psychological and counselling capabilities and skills
- ✧ suggesting or recommending alternate approaches and strategies to the supervisee
- ✧ ensuring ethical, legal and professional guidelines and standards are maintained
- ✧ seeking external consultation, guidance or support, as required

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- ^ informing the supervisee if the supervisor is unable to attend a supervision consultation, or if the supervisor intends to make any changes to the supervision arrangements.

Supervisee duties / responsibilities

- ^ maintaining their commitment to continuing professional development
- ^ reflecting on and bringing specific topics to each supervision consultation
- ^ discussing client cases / presentations with sufficient details and context
- ^ being open to new and other approaches and practices
- ^ ensuring ethical, legal and professional guidelines and standards are maintained
- ^ informing the supervisor if the supervisee is unable to attend a supervision consultation, or if the supervisee intends to make any changes to supervision arrangements, and/or, of any changes to their professional work or practices
- ^ seeking external (psychological / counselling) support, if required.

Collecting, recording and managing personal information

Your supervisor will need to collect and record personal information about you that is relevant to the supervision service being provided to you. You do not have to give all your personal information, only that which is relevant to providing this service to you. The information is gathered as part of providing a relevant and informed supervision service. This is seen only by your supervisor. The information is retained securely and documents what happens during supervision consultations. Please refer to the relevant sections of Charles Thermos' 'Management of Personal Information Policy' for information on collecting, recording and storing your information in accordance with the relevant privacy legislation. A copy is available on request.

Disclosure of personal information

All personal information gathered by your supervisor will remain confidential, private and secure except when:

1. disclosure is required by law; or,
2. failure to disclose the information would, in the reasonable belief of Charles Thermos, place you and/or another person at serious risk to life, health or safety; or,
3. your prior approval has been obtained to provide a written report or verbal communication to another professional or agency (e.g. colleague, employer), or to discuss the material with another person (e.g. another supervisor, employer).

Access to personal information

If you require access to your personal information that is kept on file, please let your supervisor know and you request and associated processes can be discussed together.

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Charter for clients of psychologists

You are encouraged to read the Charter for Clients of Psychologists which explains your rights as a client (supervisee) of a psychologist (supervisor). A copy can be provided on request.

Terms of Agreement

This Agreement will be valid until a new Agreement may need to be formulated, depending on changed or emerging needs and/or information. Either Charles Thermos or the supervisee can terminate this Agreement at any time.

Alternatively, the following agreed arrangements will apply (*as discussed, if applicable*):

Professional fees

The professional fee for a one hour supervision consultation (usually around 50-55 minutes) is \$200.00 (including GST). This applies to in room or telehealth or telephone services. This is payable before or at the end of the consultation by bank transfer or cash. A Tax Invoice will be issued and a PAID Tax Invoice will be provided once full payment has been received. If full or part payment is covered by a third party (e.g. employer), then Charles Thermos will discuss fee details and payment processes with you.

Cancellation Policy

If a supervision consultation needs to be cancelled or rescheduled, please give Charles Thermos a minimum of 48 hours notice, otherwise you will be charged the full consultation fee. If less than 48 hours notice is provided and the consultation can be offered to another person, or if it is a medical emergency (verification by a medical practitioner is required), a cancellation fee will not be incurred. If you do not attend at all you will be charged the full consultation fee.

Provision of a telehealth supervision service (if applicable)

Where appropriate or necessary the supervision service may be provided by telehealth (videoconferencing) or telephone. You are responsible for the costs associated with setting up the technology needed so you can access telehealth services, such as a device of your choice. Charles Thermos will be responsible for the cost of the call to you

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and the cost associated with the platform used to conduct telehealth supervision services, which will be delivered via the CoviU platform.

To access telehealth supervision consultations you will need access to a quiet, private space; an appropriate device, such as a smartphone, laptop, iPad, computer, with a camera, microphone and speakers; and a reliable broadband internet connection.

The privacy of any form of communication via the internet is potentially vulnerable and limited by the security of the technology used. To support the security of your personal information Charles Thermos and Transformative Psychology use the CoviU platform, which is compliant with the Australian standards for online security and encryption.

Limitations of telehealth (video-conferencing)

A telehealth supervision consultation may be subject to limitations such as an unstable network connection which may affect the quality of the supervision consultation. Your supervisor will consider and discuss with you the appropriateness of ongoing telehealth supervision consultations, if required.

Further information

If you have any questions or are still unclear about what is written in this document please discuss this with Charles Thermos before or at your first consultation.

Written Consent

I, (print name.....), have read and understood the above Agreement / Consent Form. I agree to the conditions within this Agreement for the supervision service(s) provided by Charles Thermos.

Supervisee signature: Date:

Supervisee name (PRINT):

Supervisor signature: Date:

Supervisor name: Charles Thermos

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