

Supervised Practice Plan – Provisional License

This is the Supervised Practice Plan is for applicants seeking provisional licensure. It is to be used to document post-doctoral supervision during the time the applicant is providing services with a provisional license in the state of Louisiana. It is to be completed by the Supervisor, signed by the Supervisor and Supervisee, and returned to the Board Office for approval prior to the inception of the supervisor/supervisee relationship and issuance of provisional license.

During the dates listed on this form, the Supervisor is responsible for the Supervisee's performance. By signing this form, the Supervisee consents to allowing the Board to provide feedback to the Supervisor regarding any complaints or other matters that may be brought to the Board's attention. Termination of the Supervised Practice Plan of a provisionally licensed individual must be reported to LSBEP by both Supervisor and Supervisee in writing, by postal mail, within seven calendar days from when either party knew or should have known supervision was terminated.

STATEMENT OF PURPOSE:

1) *The purpose of supervised practice during provisional licensure, as stated in Louisiana Administrative Code, Title 46, Professional and Occupational Standards, Part LXIII, Psychologists, Chapter 7, Section 701, includes "guidance in administrative issues in the practice setting, continues and expands education in skills, offers emotional support, and provides evaluation for purposes of the supervisee's growth, as well as administrative judgment relative to the supervisee's capacity for autonomous professional function."*

2) *Ultimate responsibility for the services provided by the supervisee rests with the supervisor.*

3) *Supervisors assist the provisional licensee in preparation for eventual independent functioning as a licensed psychologist.*

4) *Supervisors inform both the provisional licensee, and possibly the Board, of behaviors that may be problematic for the full scope of independent practice.*

5) *Supervision may be conducted on both an individual and group basis. There must be a minimum of one hour per week of individual supervision. The number of supervisory hours and format, in addition to this one hour, is determined by the supervisor based on the supervisee's level of skill.*

6) *Supervision includes preparation for the remainder of requirements for obtaining an independent practice license. This preparation will vary depending on the supervisee's area of specialization but will likely include the use of a range of assessment and intervention modalities, state law as it relates to the practice of psychology, and ethics of practice.*

7) *As a way to continue their development as supervisors, psychologists seek feedback from their supervisees.*

8) *In order to provide the needed guidance to provisional licensees, supervisors will limit the number of individuals simultaneously supervised. Generally, supervising no more than two postdoctoral supervisees will be approved by the Board.*

9) *Supervisors suggest readings, in-service programs, and continuing education in areas where the provisional licensee's preparation may be weak. Supervisors discuss this information with the supervisee during the supervision process.*

Supervisee: _____ Phone No.: _____

Educational level: _____ Area of specialization: _____

Supervisor: _____ Title: _____

License number: _____ Area of specialization: _____

State granted: _____ Address: _____

Office phone number: _____

Is the supervisor a member of the supervisee's immediate family? YES NO

DURATION AND SETTING OF SUPERVISED PRACTICE

Two years of full-time (or equivalent) supervised and documented experience shall be required for full licensure (4000 hours). For part-time supervised practice to be credited toward the two years full-time requirements each assignment in a setting or integrated program shall be of at least 500 hours in duration and at least half-time for that setting or integrated program. Credit shall not be granted for practice in connection with course work practicum experience for which predoctoral graduate credits are granted. A predoctoral internship shall be credited toward the required two years of supervised experience if that experience was required as a part of the doctoral degree and meets the board's requirements under LAC 46:LXIII.305. Postdoctoral supervision may not be accumulated prior to the degree date, conferred on transcripts.

Anticipated Start date of supervised practice (MM/DD/YYYY): _____

Anticipated end date of supervised practice (MM/DD/YYYY): _____

Anticipated number of practice hours during this period: _____

Anticipated amount of general/professional supervisory contact: (hours /wk) _____

Anticipated amount of specific case discussion/skill training: (hours/wk) _____

Is the supervisor providing supervision for other postdoctoral supervisees? YES NO

If "YES" how many? _____

CONDUCT OF SUPERVISION

The specific content of the supervision procedures will be worked out between the individual supervisor and the supervisee.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
The supervisor is a licensed psychologist who has legal functioning authority over and professional responsibility for the work of the supervisee and is available to the supervisee at the point of the decision making. The supervisor's relationship with the supervisee shall be clearly differentiated from that of consultant, who may be called in at the discretion of the consultee and who has no functional authority for, nor none of the legal or professional accountability for the services performed or for the welfare of the client.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
The licensed psychologist is responsible for the delivery of services, the representation to the public of services, and the supervisor/supervisee relationship.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
All clients will be informed of the availability or possible necessity of meetings with the supervising psychologist at the request of the client, the supervisee, or the psychologist. The supervisor will be available for emergency consultation and intervention.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
All written communication will clearly identify the licensed psychologist as responsible for all psychological services provided. Public announcement of services and fees, and contact with the public or professional community shall be offered only by or in the name of the licensed psychologist. It is the responsibility of both the supervising psychologist and the supervisee to inform the client, to whatever extent is necessary for the client to understand, of the supervisory status and other specific information as to supervisee's qualifications and functions.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Billing and receipt of payment is the responsibility of the employing agency or the licensed psychologist. The setting and the psychological work performed shall be clearly identified as that of the licensed psychologist. The physical location where services are delivered may not be owned, leased, or rented by the supervisee.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
The supervisor must be paid either directly by the client or by the agency employing the supervisee. The supervisee may not pay the supervisor for supervisory services, nor may the supervisee and/or his/her immediate family have any financial interest in the employing agency.	<input type="checkbox"/> YES	<input type="checkbox"/> NO
The supervising psychologist is responsible for the maintenance of information and files relevant to the client. The client shall be fully informed, to whatever extent is necessary for that client to understand, that the supervising psychologist or the employing agency is to be the source of access to this information in the future.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Give specific name of work setting: _____

Physical address of work setting: _____

Nature of supervised practice to take place: _____

Supervisee's duties: _____

In the event the supervisee publicly represents himself/herself inappropriately, or supervision is not conducted according to LAC 46:LXIII.709, the board may rule that any experience gained in that situation is not commensurate with ethical standards and thus not admissible as experience toward licensure. The board may further rule that any psychologist providing supervision under those circumstances and in violation of ethical standards may result in disciplinary action against the supervising psychologist.

Signature of Supervisor: _____ Date: _____

Signature of Supervisee: _____ Date: _____

Approved: Chair, Supervision Committee: _____ Date: _____

FOR OFFICE USE ONLY:

Form complete/signed

Doctoral degree attained (date) _____

Acceptable internship (hrs.) _____