



Course Outline: Clinical Supervision Foundations

02/22/2017

Introduction (.5 hr)

Moving through the course
Introduction to Clinical Supervision Foundations
Required Texts: TAP 21-A, TIP 52
Introduction to Quizzes
Course Glossary

Module 1: Roles and Definitions (1 hr)

PURPOSE:

Examine the definition, responsibilities, functions and roles of the clinical supervisor, and understand the central principles inherent in clinical supervision.

OBJECTIVES:

Participants will be able to:

Understand the definition and responsibilities of the clinical supervisor
Identify the functions/roles of the clinical supervisor
Describe the central principles clinical supervision

TOPICS & ACTIVITIES:

Activity - Self-Assessment
What is clinical supervision?
Responsibilities of the clinical supervisor
Functions/roles of the clinical supervisor
Central principles of clinical supervision
Supervision versus Counseling
Activity – Counseling or Supervision?
Challenges and conflicts

Activity - Module 1 Quiz

References



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Module 2: Theories and Models (1.5 hr)

Activity – Explore Your Supervision Style

Module 2: Supervision Theories and Models

PURPOSE:

To introduce participants to various supervision models and examine the application of these models to clinical supervision

OBJECTIVES:

Participants will be able to:

Recognize that various models can be applied to clinical supervision

Explore how personal tendencies along the descriptive dimensions affect supervisory practice

Differentiate key aspects of selected treatment-based and integrated models

Apply new learning to a case studies and Quiz

TOPICS & ACTIVITIES:

Types of supervision models

Developing your own model (descriptive dimensions)

Treatment based models of supervision and Case Studies (Psychodynamic and Cognitive-Behavioral)

Integrated models of supervision (Blended Model) and Case Studies

Activity – Module 2 Quiz



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Module 3: The Supervisory Alliance (1 hr)

PURPOSE:

To introduce participants to the importance of an effective supervisory alliance, factors that influence the alliance, and methods to address weaknesses and failures in the relationship.

OBJECTIVES:

Participants will be able to:

Understand the value of an effective supervisory alliance

Describe the parallel process in relation to the supervisory alliance

Identify key factors that strengthen or compromise the supervisory alliance

Recognize interpersonal conflict and resistance in supervision and identify methods to minimize or resolve these conflicts

TOPICS & ACTIVITIES:

What is a supervisory alliance?

Activity – Sorting

Relationship essentials & Case study

Key factors

Dynamics of the supervisory relationship

Activity – Module 3 Quiz

References



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Module 4: Modalities, Methods and Techniques (2.5 hr)

TIME:

Two Parts - 2.5 hours total

PURPOSE:

To understand various modalities, methods, and techniques used in supervision.

OBJECTIVES:

Define the different modalities used in clinical supervision and the value of each.

Select the most appropriate modality in a sample situation.

Describe methods of clinical supervision including their function, advantages, and disadvantages (includes verbal, written, case consultation and direct observation).

Identify key requirements and challenges when using direct observation, both live and recorded.

Describe techniques of clinical supervision including modeling, skill demonstrations, and role playing.

TOPICS & ACTIVITIES:

Modalities of supervision

Methods of supervision

Considerations when using direct observation

Techniques of supervision

Activity – Module 4 Quiz

References



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MODULE 5 - Counselor Development (2 hrs)

TIME:

Two Parts - 2 hours total

PURPOSE:

To clearly define developmental stages both counselors and supervisors go through and the supervisory tasks and approaches related to facilitating continuous counselor development of job related knowledge, skills, and attitudes.

OBJECTIVES:

Participants will be able to:

Understand the developmental skill levels counselor experience

Define the characteristics of each of stage of development and relate these characteristics to a supervisory approach

Understand the developmental levels and characteristics of each level experienced by supervisors as they move through three stages of growth

Describe the steps necessary to develop an effective mentoring relationship

Understand differences in learning styles and identify one's own style of learning

TOPICS & ACTIVITIES:

Integrated Model

Counselor development Levels

Supervision at each level

Supervisor development

Self assessment

Mentoring

Learning styles

Explore your learning style

Reinforce Learning

Activity – Module 5 Quiz

References



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MODULE 6 – Performance Evaluation (1 hr)

TIME:

1 hour

PURPOSE:

To understand the importance of performance evaluation as a primary responsibility of clinical supervision and suggest evaluation methods and tools available to clinical supervisors.

OBJECTIVES:

Participants will be able to:

Understand the role of evaluation in clinical supervision.

Explore how TAP 21 Rating Forms and the Rubrics can be used as evaluation tools.

Recognize the value of strength-based feedback using the "praise sandwich" method and the ORAL model.

Understand the value of structure in the supervisory interview.

Understand the process in creating a Professional Development Plan to improve performance.

TOPICS & ACTIVITIES:

Performance evaluation role and methods

Presenting Feedback

Concurrent documentation

Professional Development Plan (PDP)

Evaluation of supervisor

Activity – Module 6 Quiz

References



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MODULE 7 – Contextual and Cultural Factors (1 hr)

TIME:

1 hour

PURPOSE:

To introduce the cultural and contextual factors that influence supervisory interactions.

OBJECTIVES:

Participants will be able to:

Reflect upon the cultural context of the clinical supervisor relationship

Gain awareness of how one's own attitudes, beliefs and perceptions are a product of one's life experience

TOPICS & ACTIVITIES:

Why are Cultural and Contextual Factors Important?

Culture

Activity - Terms

What is Cultural Competence?

Stages of Competence

Levels of Cultural Consideration

Contextual Factors

Power Differentials in the Supervisory Relationship

Activity - Self-Appraisal of a Professional Relationship Activity- Self-Assessment of Cultural Competence

Activity – Module 7 Quiz

References



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Module 8: Legal and Ethical Issues (2 hrs)

TIME:

2 hours

PURPOSE:

To review pertinent professional, ethical and legal considerations to underscore the supervisor's responsibilities and to gain practice in using an ethical decision making model.

OBJECTIVES:

Participants will be able to:

Define ethics

Understand ethical principles as they apply to supervision in addictions counseling

Identify legal considerations that affect clinical practice.

Explore the concept of vicarious liability.

Describe an ethical decision making model.

TOPICS & ACTIVITIES:

Ethics principles & obligations

Code of ethics for clinical supervisors

Legal concerns: direct and vicarious liability and malpractice

Critical issues for supervisors: informed consent, due process, confidentiality, duty to warn, dual relationships, competence and supervisor ethics

Case Studies

Ethical decision making models

Activity – Module 8 Quiz

References



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Module 9: Administrative Supervision (1 hr)

TIME:

1 hour

PURPOSE:

To provide an overview of key issues related to the clinical supervisor's role and responsibilities in administrative supervision

OBJECTIVES:

Participants will be able to:

Understand the importance of time management in supervision.

Understand techniques for managing conflict.

Understand their in ensuring compliance with regulatory authorities and contractors, agency policy and procedures.

Distinguish the difference between clinical supervision, administrative supervision and counseling.

Understand the additional duties and tasks of administrative supervision

TOPICS & ACTIVITIES:

Time Management

Conflict Management

Compliance with Agency Policy and Procedures Distinguish

Clinical supervision, administrative supervision and counseling

“Other Duties as Assigned”

Activity – Module 9 Quiz



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Module 10: Leadership (.5 hr)

TIME:

.5 hour

PURPOSE:

To provide a foundation of knowledge of effective leadership and an explanation of why leadership skills are necessary in the role of the clinical supervisor.

OBJECTIVES:

Participants will be able to:

Define leadership and understand its importance in a clinical supervision setting

Understand the basic concepts of emotional intelligence and its application in the role of clinical supervisor

Understand competencies and qualities of effective leadership

TOPICS & ACTIVITIES:

Definition and importance of leadership

Why is leadership important in Clinical Supervision?

Emotional intelligence

Leadership/personality assessments

Leadership qualities and competencies

Activity – Test your competence



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Final Activity:

Post Self-Assessment

Useful Course Tools (links below are live in this document):

MODULE 4

TIP 52: Tool 16 - *Consultation Format*
Supervision Modality Questionnaire

MODULE 5

4 Stage Approach to Mentoring
8 Steps to Effective Mentoring

MODULE 6

TAP 21A: Competence Rating Scale
Customer Feedback form
TAP 21A: Supervisory Competency Rating Form - *FA 3 Supervisory Alliance*
TAP 21A: Supervisory Competency Rating Form - *PD 4 Performance Evaluation*
PDP-Long Form
PDP-Short Form
Supervisory Agenda
TIP 52: Tool 13 - *Counselor Evaluation of the Supervisor*

MODULE 7

Guidelines for Understanding Cultural Difference
Georgetown Cultural Assessment
TAP 21A: *Cultural and Contextual Self-Assessment*

MODULE 8

Ethical Decision Making Tree

MODULE 10

TAP 21A: *Leadership Competencies Self-Assessment*

Course Feedback/GPRA Notice

Certificates of Completion (Certificate of Completion, free; NAADAC, NBCC, NASW available for \$70.00 at the time of registration.)