

STANDARDS OF EDUCATION TRAINING & PRACTICE FOR SUPERVISION

A. INTRODUCTION AND PROFESSIONAL CONTEXT

A.1 For the purpose of this document it is assumed that the Supervision Directory is a post-qualifying one. Thus standards of competent and ethical practice applicable to psychotherapy, as stated in UKCP's ethical code are assumed to be a 'given' and not re-stated here. This document will therefore only address aspects specifically applicable to the practice and training of supervision.

HIPC, along with UKCP, is committed to defining and creating appropriate standards for the practice and provision of professional supervision embracing:

- qualified psychotherapy practitioners
- trainee practitioners of adult psychotherapy
- Organisational Members (OMs) who train and/or accredit/reaccredit psychotherapists
- providers of supervision training courses

A.2 This document should be read in conjunction with:

- the UKCP Supervision Statement (2018), which requires each college to produce a supervision statement, and
- the UKCP Supervision Standards of Education and Training (2018) which recommends guidelines for each college

A.3 In addition to defining and creating standards this document will provide the basis for supervision practitioners to be included in the UKCP Supervision Directory.

A.4 Specifically this document aims to set out:

- supervision requirements for psychotherapy practitioners and trainee practitioners
- requirements for OMs
- standards expected of practising supervisors
- routes on to the UKCP Supervision Directory
- requirements for the provision and content of supervision trainings

A.5 For the purpose of this document the term 'psychotherapeutic practitioner' will refer to both psychotherapists and psychotherapeutic counsellors. The term 'trainee practitioner' will refer to those training on either psychotherapy or psychotherapeutic counselling trainings who have practice clients.



- A.6 For the purpose of this document it is assumed that the Supervision Directory is a post-qualifying one. Thus standards of competent and ethical practice applicable to psychotherapy, as stated in UKCP's ethical code are assumed to be a 'given' and not re-stated here. This document will therefore only address aspects specifically applicable to the practice and training of supervision.
- A.7 This document will be approved by the UKCP Education, Training and Practice Committee and will be subject to periodic review and revision by HIPC and UKCP as necessary.

B. CATEGORIES OF HIPC RECOGNISED/APPROVED SUPERVISOR

- B.1 This document identifies three categories of supervisor:
- Recognised Supervisor (RS). This is a supervisor of qualified psychotherapists held on a list by at least one Organisational Member (OM), or HIPC for DMs, and who is normally a UKCP registered practitioner or equivalent
 - Recognised Training Supervisor (RTS). This is an RS who typically fulfils additional requirements for working with trainee practitioners
 - HIPC Listed Supervisor (HLS). This is a supervisor who has been endorsed by the College as meeting RS or RTS criteria and who may or may not appear in the UKCP Directory depending on whether s/he is also a UKCP registrant.

C. SUPERVISION REQUIREMENTS FOR QUALIFIED PRACTITIONERS

- C.1 Qualified psychotherapists and supervisors in practice should normally be in regular supervision with:
- a Recognised Supervisor or a supervisor of equivalent standing in an equivalent modality or professional body
 - a peer group of UKCP-registered psychotherapists or equivalent after 5 years
 - A mixture of individual and peer group supervision is recommended as good practice
- C.2 For the first five years following UKCP registration, supervision should be with a Recognised Supervisor, in accordance with the HIPC CPD Policy.
- C.3 Supervision contact should normally not be less than two hours per month covering the practitioner's range of psychotherapy and/or supervision work. Alternatively, where a practice is small (as a guideline, fewer than five sessions per week), an appropriate regular supervision ratio should be agreed with the Supervisor of the practice.

- C.4 For CPD and reaccreditation purposes practitioners should keep records of dates and duration of supervision.

D. SUPERVISION REQUIREMENTS FOR TRAINEE PRACTITIONERS

- D.1 Trainee practitioners should complete a minimum of 450 psychotherapy practice hours, normally at a supervision ratio of one hour to six sessions, whether in individual or group format, as set out in the HIPC Training Standards. Records of dates and duration of supervision need to be kept. OMs may determine group supervision ratios at their discretion. Supervision contact should normally not be less than two hours per month covering the practitioner's range of psychotherapy. Peer group supervision is an important aspect of training experience but hours do not count as part of training supervision requirement.
- D.2 Supervision at all stages should normally be with an RTS as defined by their OM. Trainee practitioners may use RTSs on the list of another OM where this is permitted by their OM.
- D.3 Trainee practitioners should remain in supervision with an RTS until formal UKCP registration by the OM, at a frequency agreed with the OM.
- D.4 At the discretion of the OM, a proportion of supervision undertaken by placement supervisors who are appropriately qualified, but who may not be formally of RTS standard, may be considered valid.
- D.5 OMs should ensure that they have in place a Diversity and Equality Policy and Safeguarding Policy that is available to trainee practitioners. They may follow the UKCP policies or adapt to suit their environment.

E. REQUIREMENTS FOR ORGANISATIONAL MEMBERS

OMs should create and maintain a list of Recognised Supervisors who:

- are qualified psychotherapists registered with UKCP **and**
 - have completed a formal supervision training
 - or have been grandparented prior to May 2016
 - satisfy modality-specific needs where appropriate
- E.2 OMs should create and maintain an additional list of RTSs who undertake all group or individual supervision for trainee practitioners. RTSs would normally be those who **either**:
- are already Recognised Supervisors **and**
 - have been qualified as a psychotherapist for at least five years **and**



- have been practising as a supervisor for at least two years
or
 - are engaged in a Formal Supervisor Apprentice or Development Programme (FSDP) involving ongoing mentoring, monitoring and theoretical learning, and which normally continues for a minimum of two years following completion of initial supervisor training (as specified in this document).
- E.3 OMs have discretion to set higher or more specific standards for RSs and RTSs where there are particular needs (e.g. for child psychotherapy).
- E.4 It is the responsibility of OMs to verify and keep on file the current credentials of all RSs and RTSs, and for HIPC to do the same for those who are DMs.
- E.5 OMs should update their lists every three years and forward these to HIPC. HIPC will do the same in respect of DMs.
- E.6 OMs should ensure that all RSs and RTSs comply with their Diversity and Equalities policies.
- E.7 OMs should inform HIPC where an RS or RTS needs to be withdrawn from the UKCP Supervision Directory or the HIPC List.

F. STANDARDS OF COMPETENCE AND ETHICAL PRACTICE FOR SUPERVISORS

F.1 General Professional Considerations:

- F.1a Supervisors are expected to manage their work in a professional, ethical manner and represent their qualifications and experience accurately.
- F.1b Supervisors need to consider the appropriateness of their approach and refer on where necessary for the wellbeing of a supervisee or client.
- F.1c Supervisors are expected to identify and address their own training needs, and acknowledge when they are working beyond the limits of their experience in particular areas.
- F.1d The same person should not normally act as both line manager and psychotherapeutic supervisor to the same supervisee. Where this is unavoidable, clear guidelines should be in place covering the remit of each role and specifying procedure for any disputes or conflicting situations arising.

- F.1e Supervisors are expected to maintain appropriate professional and ethical boundaries (around time, money, confidentiality, etc) and make explicit contractual arrangements in a comparable way to the practice of psychotherapy.
- F.1f Supervisors must recognise and work in ways that respect the value and dignity of supervisees, their clients and the context of the work.
- F.1g Supervisors must give due regard to issues of equality and diversity, raising awareness of any discriminatory practices that may exist between the supervisee and their clients, or between the supervisor and supervisee.

F.2 Issues of Responsibility:

- F.2a Within a contract, supervisors are responsible for helping supervisees to reflect upon their work, while at the same time acknowledging that clinical responsibility remains with the practitioner supervisee.
- F.2b When working with trainee practitioners the boundaries of the supervisor's responsibility and accountability to placement agencies and OMs for the wellbeing of clients and trainee practitioner should be formally clarified by the OM in conjunction with placement agencies.
- F.2c Where the supervisee is a trainee practitioner, the supervisor has a share of responsibility for the clinical work undertaken to the degree that the referral is within the supervisor's control and knowledge.
- F.2d It is important that those supervisors seeing supervisees who work with children are aware of the additional responsibilities and legal expectations that the supervision role may entail. (Please see the UKCP PwCC Supervision documents on working with children).
- F.2e If the supervisor has no formal training to work as a supervisor of a particular client group, then they must have substantial experience of working psychotherapeutically with the specific client group and have received supervision for such work or refer as needed.
- F.2f Supervisors should ensure supervisees, including trainee practitioners, put in place contingency arrangements (such as 'professional wills') for emergencies or sudden incapacity to practice, and should model such good practice themselves.

G.3 Legal Liabilities:

- G.3a Supervisors must ensure that, together with their supervisees, they consider their legal liabilities to each other, to the employing or training organisation, if any, and to the clients, seeking advice where necessary.
- G.3b Supervisors must have adequate insurance cover for their work.
- G.3c Supervisors are responsible for taking action if they are aware that their supervisee's practice is not in accordance with relevant Codes of Ethics, Conduct and Practice, or where the supervisee's functioning or judgement has become impaired.
- G.3d Supervisors should not misrepresent their qualifications or experience when advertising their services, and should not misrepresent themselves or the profession in the media.
- G.3e Supervisors will follow the UKCP Code of Ethics & Professional Practice (2019).

H. Routes onto the Directory:

- H.1 Eligibility for the UKCP Supervision Directory or HIPC List will be demonstrated by the following of one of three routes:
- Applicants will need to have completed a course or formal apprenticeship programme (FSDP) undertaken within a UKCP HIPC Organisational Member which has been approved by the HIPC Training Standards Committee (HIPC TSC). The practitioners on this course will be audited and evaluated within the OM to ensure the hours of supervision practice and supervision of supervision have been completed as well as the appropriate curriculum content, assessments and qualifications. Such courses are evaluated within the usual UKCP HIPC QR procedures.
 - Applicants will need to demonstrate they have completed a training which has been assessed and recognised by the HIPC TSC and meets the HIPC minimum criteria for standards in supervision education and training. Whether belonging to an OM or who is a DM, applicants will need to apply to the HIPC TSC using the form provided.
 - An applicant can apply via the more extensive route of individual application which requires that they evidence how they have met the HIPC minimum criteria for standards in supervision education and training through an equivalent supervision training which has not been approved by HIPC.

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- H.2 Nomination for the UKCP Supervision Directory or the HIPC List (HLS) will be done by HIPC and will consist of RSs and RTSs on OM lists. Thus the HIPC List will be the sum total of all the OM Lists. The HIPC List will indicate which OM(s) have nominated each particular supervisor.
- H.3 OMs are responsible for compiling and forwarding their own lists to HIPC, who will then forward registrants to UKCP for inclusion in the central UKCP Directory. Those who are not UKCP registrants will remain on the HIPC List. (HLS).
- H.4 The OM does not have to be the one that has accredited or reaccredits the practitioner as a psychotherapist.
- H.5 UKCP Direct Members wishing to be on the HIPC Directory may elect **either** to be nominated by an OM **or** by the College.
- H.6 Nomination for the UKCP Supervision Directory or HIPC List will require the following information:
- Name, address and electronic contact details
 - Date and OM of psychotherapy qualification

 - Details of formal supervision training or equivalent experience
 - Name or names of OM(s) nominating the supervisor or HIPC for DMs
 - Statement by registering OM(s) confirming applicant has reached either RS or RTS status

J. REQUIREMENTS FOR PROVIDERS OF SUPERVISION TRAININGS

- J.1 OMs who provide supervision training courses are subject to the same accreditation and reaccreditation criteria set by the Assessment Board and Quinquennial Review as applies to psychotherapy training. Where a training course meets certain standards it can be designated a Recognised Supervision Training (RST).
- J.2 For a Recognised Supervision Training to be to be deemed suitable for RS or RTS purposes, it should satisfy the following minimum criteria:
- offer a substantial programme of learning which includes at least 10 days' formal training
 - have an identifiable theoretical model of teaching or approach and offer comparison with at least one other theoretical model of supervision
 - contain both theoretical teaching and supervised supervision of experiential or live supervision
 - contain additional specified elements where the training is intended for supervision of work with children



- specify and fulfil a set of Learning Outcomes (as set out below)
 - be taught by supervisors of RTS standard
 - have a formal assessment procedure which includes written work (such as essays, case studies or reflective journals)
 - satisfy the OM's diversity and equality policies
- J.3 For a Formal Supervisor Apprentice or Development Programme to be deemed suitable for RS or RTS purposes, the OM should be able to demonstrate how the same Learning Outcomes as an RST are achieved.
- J.4 Providers of supervision training should ensure that the same published information is made available as would apply to any other psychotherapy-related programme (i.e. selection criteria and procedures, codes of ethics and conduct, diversity and equality procedures, curriculum and course requirements, learning outcomes, assessment and appeals procedures, and staffing profiles).
- J.5 The minimum entry requirements for supervision training would normally be:
- one of the following: a UKCP professional qualification, a UKCP-recognised professional equivalent qualification, a psychotherapeutic counselling qualification, BACP accreditation, BPS chartered status, Health Professions Council registration, holder of the European Certificate of Psychotherapy or the equivalent, plus:
- at least three years' experience or 600 therapy practice hours post-qualification in one of the above categories
 - evidence of good professional standing

K. LEARNING OUTCOMES FOR SUPERVISION TRAININGS

- K.1 Learning Outcomes from RSTs and FSDPs should include as a minimum the demonstration of:
- ability to foster an open, trusting working alliance with supervisees in which the supervisee is confident to reveal the difficulties and challenges within his/her work
 - fulfilment of the five stated aspects of the supervision role of: education, facilitation, support, evaluation and gatekeeping
 - ability to match the style of the supervision to the experience, development level and individual needs of the supervisee, with a particular emphasis on demonstrating understanding and capability to work with diversity and equality considerations and issues



- ability to work with different ways of evidencing the supervisee's practice according to OM and college specific methods of demonstrating competence such as CD-ROM, audio or video tapes, transcripts, live supervision etc.
- ability to understand and critique work from the standpoint of the client, the therapist and the supervisor
- recognition of and ability to work with the parallel systems, transference phenomena or similar processes as applicable to the modality's approach to supervision
- ability to recognise specific abilities as well as limits of the supervisee, where these may be socio-cultural, temperamental, physical within the context of the supervisee's life
- understanding the differences between working with individuals and with groups
- understanding of the specific context of supervising trainee practitioners
- appreciation of a sense of responsibility for transparency and accountability as relevant and important in professional practice

L. GLOSSARY

DM	Direct Member of UKCP and HIPC, who is a full registrant, but no longer affiliated to an OM
FSDP	Formal Supervisor Apprentice or Development Programme
HLS	HIPC Listed Supervisor – i.e. a supervisor who may be made use of by organisations but who cannot appear on the UKCP Directory if not a UKCP registrant
OM	Organisational Member of UKCP and HIPC. This may be a training or accrediting organisation, or both
RS	Recognised Supervisor
RST	Recognised Supervision Training
RTS	Recognised Training Supervisor
SETP	Standards of Education Training and Practice - a title covering the scope of this document
SETS	Standards of Education and Training

HIPC Training Standards Committee

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