



Advancing Family Therapy  
training and clinical practice  
since 1979.

## The Australian Association of Family Therapy Inc.

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# Guidelines for Supervision

It is suggested that these requirements, as well as the following guidelines are read and understood, prior to a supervision contract being finalised. Any questions can be addressed via the Office Manager to the Accreditation Subcommittee Convenor.

If you have any concerns or suggestions about any issues to do with supervision for the purpose of application for Clinical Family Therapist Membership, please don't hesitate to let us know.

## SUMMARY OF REQUIREMENTS

- ❖ Registering of supervisory arrangement
- ❖ The demonstration inclusion of live supervision
- ❖ The responsibility of supervisors to oversee that applicants have fulfilled requirements
- ❖ The need for clinical logs of supervision to be kept by principal supervisor

## GOALS OF SUPERVISION

- ❖ To educate about and promote ethical and high quality standards of practice in family therapy
- ❖ To ensure a suitable professional standard is maintained via the regular review of the probationary family therapist's practice
- ❖ To assist probationary family therapists in applying their professional knowledge in their clinical practice
- ❖ To enhance and develop the capacity of the supervisee to critique her or his own practice
- ❖ Through the supervision process, to ensure at all times that clients' interests are protected and promoted

## THE ROLE AND RESPONSIBILITIES OF THE PRINCIPAL SUPERVISOR

### TO:

- ❖ **The Association**
- ❖ To uphold a standard of clinical and supervisory practice in accordance with the AAFT Inc. Code of Ethics and Standards of Practice
- ❖ To ensure that the supervisee applying for Clinical Family Therapist Membership of AAFT Inc. has met all current requirements
- ❖ To demonstrate one's own familiarity with current approaches, and commitment to ongoing professional development
- ❖ To ensure that the Association is notified of any changes to a registered supervisory arrangement

### TO:

#### The Supervisee

- ❖ To uphold a standard of clinical and supervisory practice in accordance with the AAFT Inc. Code of Ethics and Standards of Practice
- ❖ To assist the supervisee in meeting the current Requirements for Clinical Family Therapist Membership of AAFT Inc.
- ❖ To provide for all the following aspects of supervision: educational, clinical skill development, personal awareness, ethical practice, and assessment of the supervision process itself.
- ❖ To model a high level of professional integrity and self-awareness
- ❖ To provide the supervisee with regular feedback, particularly but not only in the case of any concerns about standards of practice
- ❖ To review the process of supervision on a regular basis

- ❖ To maintain a high level of accountability to the supervisee for the supervisory process

## **THE ROLE AND RESPONSIBILITIES OF THE SUPERVISEE**

### **TO:**

#### **The Association**

- ❖ To keep the Association informed of new supervisory arrangements, and of any changes to those arrangements
- ❖ To demonstrate knowledge of and commitment to the AAFT Code of Ethics and Standards of Practice
- ❖ To keep accurate records of clinical practice and the supervision process

### **TO:**

#### **The Supervisor**

- ❖ To adhere to the supervisory agreement
- ❖ To engage actively in the process of supervision
- ❖ To take responsibility for one's own learning through supervision
- ❖ To keep such records and engage in such tasks as required by the supervisor
- ❖ To engage actively in a regular review of the supervision process

## **WHAT SUPERVISION SHOULD COVER**

- ❖ Application of theory to practice: a range of models
- ❖ Conceptual and practice skills
- ❖ Ethics
- ❖ Self-knowledge and self-critique
- ❖ Case record administration (File notes, report-writing, summaries)

## **RECORD KEEPING**

The following records are expected to be kept, and verified by the supervisor:

- ❖ Clear records of number of hours, number in group, etc.
- ❖ Clinical Logs (Please note: these are for the use of the supervisor only, and not to be submitted with Clinical Family Therapist membership applications). (A sample log can be downloaded off the AAFT website)