Rule: 681.93. Supervisor Requirements

Action: Adopted Amendments

Comment: The adopted amendment requires an LPC supervisor to document the duration of supervision sessions and the locations at which an Associate will practice as part of their supervision file. The amendments also clarify the actions a supervisor must take if their supervisor status is revoked.

§681.93. Supervisor Requirements

(a) A supervisor must keep a written record of each supervisory session in the file for the LPC Associate.

(1) The supervisory written record must contain:

(A) a signed and dated copy of the Council's supervisory agreement form for ~~each of~~ the LPC Associate~~'s~~ ~~supervisors~~;

(B) a copy of the LPC Associate's online license verification noting the dates of issuance and expiration;

(C) fees and record of payment;

(D) the date and duration of each supervisory session;

(E) a record of an LPC Associate's leave of one month or more, documenting the supervisor's approval and signed by both the LPC Associate and the supervisor;

(F) a record of any concerns the supervisor discussed with the LPC Associate, including a written remediation plan as prescribed in subsection (e) of this section; ~~and~~

(G) a record of acknowledgement that the supervisee is self-employed, if applicable; and~~.~~

(H) a record of all locations at which the LPC Associate will practice.

(2) The supervisor must provide a copy of all records to the LPC Associate upon request.

(b) Both the LPC[~~-]~~Associate and the ~~supervising~~ LPC supervisor~~-S~~ are fully responsible for the professional counseling activities of the LPC[~~-]~~ Associate. The LPC supervisor~~- S~~ may be subject to disciplinary action for violations that relate only to the professional practice of counseling committed by the LPC[~~-]~~Associate which the LPC supervisor[~~-S]~~ knew about or due to the oversight nature of the supervisory relationship should have known about.

(1) Supervisors must review all provisions of the Act and Council rules in this chapter during supervision.

(2) The supervisor must ensure the LPC Associate is aware of and adheres to all provisions of the Act and Council rules.

(c) The supervisor must avoid any relationship that impairs the supervisor's objective, professional judgment.

(1) The supervisor may not be related to the LPC Associate within the second degree of affinity or within the third degree of consanguinity.

(2) The supervisor may not be an employee of his or her LPC Associate.

(d) The supervisor must submit to the Council accurate documentation of the LPC Associate's supervised experience within 30 days of the end of supervision or the completion of the LPC Associate's required hours, whichever comes first.

(e) If a supervisor determines the LPC Associate may not have the counseling skills or competence to practice professional counseling under an LPC license, the supervisor will develop and implement a written plan for remediation of the LPC Associate, which must be reviewed and signed by the LPC Associate and maintained as part of the LPC Associate's file.

(f) The supervisor must ensure the supervised counseling experience of the LPC Associate were earned:

(1) after the LPC Associate license was issued; and

(2) in not less than 18 months of supervised counseling experience.

(g) A supervisor whose license has expired is no longer an approved supervisor and:

(1) must immediately inform all LPC Associates under their ~~his or her~~ supervision and assist the LPC Associates in finding alternate supervisors; and

(2) must refund all supervisory fees for supervision after the expiration of the supervisor status.

(3) Hours accumulated under the person's supervision after the date of license expiration may not count as acceptable hours.

(h) Upon execution of a Council order for probated suspension, suspension, or revocation of the LPC license with supervisor status, the supervisor status is revoked. A licensee whose supervisor status is revoked:

(1) must immediately inform all LPC Associates under his or her supervision and assist the LPC Associates in finding alternate supervisors; and

(2) must refund all supervisory fees for supervision after the date the supervisor status is revoked; and

(3) hours accumulated under the person's supervision after the date the supervisor status is revoked ~~of license expiration~~ may not count as acceptable hours.

(i) Supervision of an LPC Associate without having Council approved supervisor status is grounds for disciplinary action