



Clinical Supervision for Pre-Licensed Psychologists

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Effective Date 02/10/2022 *7058975FC-467482* Georgina Yoshioka, DSW, MBA, LCSW, Interim Director

Policy An unlicensed psychologist who is employed by the Department of Behavioral Health (DBH) and is gaining experience for a license as a Clinical Psychologist must have an approved Professional Licensing Waiver in accordance with the Waiver for Pre-Licensed/Out-of-State Licensed Ready Psychologists Policy ([HR4011](#)), on file with the Department of Behavioral Health (DBH), and obtain adequate supervision in accordance with Business and Professions Code (BPC) §2913.

Purpose To ensure license-eligible staff that have an approved waiver on file, and are acting in a clinical role, are appropriately supervised by qualified licensed staff and seek professional licensure with the Board of Psychology (BoP), when eligible.

Definition(s) **Clinical Supervision:** The oversight of a Pre-Licensed Provider providing clinical services to clients. This does not include administrative oversight or employment related matters such as performance evaluations or disciplinary actions.

Licensed Practitioner of the Healing Arts (LPHA): Any health practitioner who possesses valid California clinical licensure in one of the following professional categories:

- Physician (Medical Doctor or Doctor of Osteopathy)
- Nurse Practitioners (NP)
- Licensed Clinical Psychologist
- Licensed Clinical Social Worker (LCSW)
- Licensed Marriage and Family Therapist (LMFT)
- Licensed Professional Clinical Counselor (LPCC)

Pre-Licensed Psychologist: An individual employed or under contract to provide services as a psychologist who is gaining the experience required for licensure and who has been granted a professional licensing waiver to the extent authorized under State law.

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Clinical Supervision for Pre-Licensed Psychologists, Continued

Requirements for Clinical Supervisors of Pre-Licensed Psychologist

In order to provide Clinical Supervision for a pre-licensed psychologist, the DBH staff person must meet the following minimum requirements as well as the requirements outlined in Title 16 of the CA Code of Regulations, Section 1387.1:

- Possess a valid active license free of any formal disciplinary actions, that is not under suspension or probation;
- Complete a minimum of six (6) hours of supervision coursework every (2) two years;
- Be available to the trainee 100% of the time the trainee is accruing supervised professional experience (SPE). either in-person, by telephone or by other appropriate technology;
- Ensure that all SPE and record keeping is conducted in compliance with Ethical Principles and Code of Conduct of the American Psychological Association (APA);
- Ensure a plan is in place to protect the client during any crisis or emergency when the supervisor is not physically present at the established site at which the supervisee is working, and the supervisee understands this plan;
- Must sign and comply with the BoP [Supervision Agreement form](#);
 - Change in supervisor will require a new Supervision Agreement.
- Supervisors will provide supervision for 10% of total work time each week.
 - At least one (1) hour per week shall be face-to-face, direct, individual supervision with the primary supervisor and will ensure that supervisee's do not work more than 44 hours, including supervision, in any given week;
- Supervisors shall ensure that they have the education and experience in the area(s) of psychological practice to be supervised.

Important Note: Primary supervisors may delegate supervision to other qualified psychologists or to other qualified mental health professionals including LMFT, LCSW, and board-certified psychiatrists (CCR, Title 16, §1387(c)(1)). The primary supervisor remains responsible for the minimum one hour per week of direct, individual face-to-face supervision. Once the collection of SPE hours has been completed, supervision by a licensed mental health professional is required until the psychologist candidate obtains a license to practice.

Delegated supervisors are responsible for monitoring the welfare of the intern's clients while under their delegated supervision and abide by the all provisions of the California Code of Regulations §1387.2.

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Roles and Responsibilities

The following table shows the role and responsibilities of pre-licensed providers in clinical supervision:

Role	Responsibility
Clinical Supervisee	<ul style="list-style-type: none"> • Complete and sign a Supervision Agreement with Supervisor; • Maintain knowledge of all current regulatory requirements as determined by the licensing board; • Maintain current licensing waiver with DHCS for San Bernardino County; <ul style="list-style-type: none"> – DHCS waiver is required in order to be credentialed by Quality Management (QM) and to render services; • Ensure weekly supervision hours are being logged; • Obtain supervised experience and licensure within five (5) years from effective date of the licensing waiver; • Submit the BoP Verification of Experience form once all required hours and experience have been procured with the Application for Licensure and Examination, and • Remain responsible for monitoring the expiration date of their DHCS waiver, obtaining hours as required by their governing board, securing the training required, being proactive in securing and attending clinical supervision, and passing any licensing exams.

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Roles and Responsibilities continued

Role	Responsibility
Clinical Supervisor	<ul style="list-style-type: none"> • Know and understand the laws and regulations pertaining to both the supervision and the experience required for licensure as a clinical psychologist; • Ensure supervision provided and hours signed for meets BoP standards; • Appropriately delegate supervision to other qualified psychologists or to other qualified mental health professionals; • Ensure each client is informed the supervisee is unlicensed and is functioning under the direct supervision of the supervisor; • Monitor and evaluate the supervisee's assessment, diagnosis, and treatment decisions and providing regular feedback; <ul style="list-style-type: none"> – Must have access to client records and treatment information of all clients being treated by the supervisee; • Monitor and evaluate the supervisee's ability to provide services at the site or sites where the supervisee is practicing and to the particular clientele being served; • Ensure the supervisee's compliance with laws and regulations governing the practice of clinical psychology; • Review the supervisee's progress notes, process notes, and other client treatment records, as deemed appropriate by the supervisor; • Ensure client assessments and treatment plans are co-signed by a licensed practitioner, and • Directly observe or review audio or video of supervisee's interaction with client, with the client's written authorization.

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Claiming of Hours

The number of clinical practice hours that may be claimed is fundamentally defined by the number of qualifying hours of practice the individual actually performs each week. BoP regulations sets the maximum hours acceptable at 44 weekly hours of clinical practice while under supervision. DBH is setting maximum standards for all supervisees involved:

- A clinical supervisee in a direct service position may claim a maximum of 36 hours per week of direct service (unless otherwise authorized by a DBH Deputy Director during an emergency), and
- A clinical supervisee in a direct service position should have a minimum of four (4) hours of individual supervision, or a combination of four (4) hours of individual supervision and group supervision, with a minimum of one (1) hour of individual supervision.

Acceptable Supervision of Hours:

- Individual sessions with case review (in person);
- Side-by-side session (with client or during psychotherapy);
- Peer reviews and other professionally recognized supervision methods.

Note: Individual or group supervision may not be provided over the telephone in any setting.

Clinical Supervisor/Supervisee relationship

Licensed Clinical Psychologists may provide clinical supervision so long as the Supervisor/Supervisee relationship **does not** create a conflict of interest for either party. The clinical supervisor shall have no familial, intimate, business or other relationship with the supervisee which would compromise the supervisor's effectiveness, and/or which would violate the Ethical Principles and Code of Conduct of the American Psychological Association, such as:

- A supervising Licensed Clinical Psychologist cannot be a spouse, domestic partner, or relative of the supervisee;
- The supervising Licensed Clinical Psychologist cannot currently have or previously have had a personal, professional, or business relationship with the supervisee that undermines the authority or effectiveness of the supervision;
- If during the course of supervision, the Licensed Clinical Psychologist becomes aware of any physical or emotional impairment of a Supervisee that significantly impacts his/her work with DBH clients, this information shall be shared with appropriate parties to maintain the safety of the clients involved.

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Clinical Supervision for Pre-Licensed Psychologists, Continued

Executive, Public Health Orders and Enforcement Discretion

This DBH Policy is subject to all California Executive and Public Health Orders modifying the above requirements for BoP licensees and registered associates. The BoP may temporarily provide limited waivers to certain requirements at their discretion. Additionally, the Office for Civil Rights (OCR) at the Department of Health and Human Services (HHS) may publish Enforcement Discretion during public health emergencies.

Related Policy or Procedure

DBH Standard Practice Manual:

- Clinical Supervision for Licensure AMFT, ASW and APCC (CLP0806)
 - Waiver for Pre-Licensed/Out-of-State Licensed Ready Psychologists (HR4011)
 - Registration and Licensure Requirements for Pre-Licensed Clinical Therapists Policy ([HR4012](#))
 - License Exam Prep Program Policy ([TRN8010](#))
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Reference(s)

- American Psychological Association
 - Business and Professions Code §2902, 2909(d), 2913, and 4999.20
 - California Code of Regulations, Title 16, Article 5.
 - Welfare and Institutions Code (W&IC) Section 5751.
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