

## **PROFESSIONAL SUPERVISION REQUIREMENTS FOR LCSW LICENSURE**

### **A. Purpose:**

Professional supervision for the LCSW candidate is intended to enhance professional development and competency and equip the applicant for autonomous practice. Supervision means the direct review, for the purpose of training or teaching by a supervisor, of the supervisee's interaction with a client or client system. The purpose of supervision shall be to promote the development of the supervisee's social work skills. Supervision occurs through multiple methods, including live supervision, video/audiotape review and case report. It must be a process clearly distinguishable from personal psychotherapy and is conducted in order to serve professional goals.

Interactions which do not constitute supervision include: peer supervision; supervision by current or former family members or any other person with whom the nature of the personal relationship prevents or makes difficult the establishment of a professional supervisory relationship; or a primarily didactic process wherein techniques or procedures are taught in a group setting, classroom, seminar, staff development, orientation or role-playing as a substitute for current social work practice.

### **B. Prior Approval:**

All plans for professional post-Master's supervision must be approved by the Board prior to the beginning of said supervision, i.e., no retroactive approval of professional supervision will be granted.

**Supervisor Approval:** An LCSW who is providing post-Master's supervision to an LCSW candidate must be a Board-approved LCSW Supervisor, having met all requirements for Supervisor's and submitted the applicable fee.

**LCSW Candidate Approval for Supervision:** An LMSW seeking to become licensed at the LCSW must meet all requirements, have submitted all fees and receive written approval by the Board prior to initiating the supervision experience.

### **C. Approval Procedure for LCSW Candidates:**

LMSW's wishing to apply for LCSW status must:

1. Hold an LMSW license in good standing as evidenced in Board records;
2. Submit an Application to Enter into Contract for Supervision toward LCSW Status and processing costs (See Schedule: Section XI.)
3. Submit a Plan of Supervision which meets all points required by the Board (See Section IV -E.) and the Outline for the Plan for Supervision provided by the Board in the Guide for Supervision (which may be accessed on the Board's website). All

points must be covered in sufficient detail for review by the Social Work Credentials Committee and subsequent Board approval.

**D. Supervisor's Qualifications and Responsibilities:**

Supervision for the LCSW candidate must be provided by an LCSW who is a Board-approved LCSW Supervisor.

1. Certification as a Supervisor requires:
  - a. a minimum of two years of verifiable practice at the LCSW level,
  - b. completion of a Board approved supervision course for a minimum of sixteen (16) hours and receive two (2) hours continuing education in supervision during each biennial renewal period. No supervision continuing education is required for the first renewal period. All supervision training must be approved by the Board in order to be considered for this purpose. Supervision trainers must be an approved LCSW supervisor. All supervisors must have completed Supervision training by July, 1, 2011 or their LCSW Supervisor status will be revoked,
  - c. submission of an application for supervisory designation,
  - d. approval from the Board, and
  - e. payment of the required processing costs (*See Schedule: Section XI*).
2. The LCSW Supervisor must maintain his/her license as a LCSW in accordance with licensure laws of the State of Mississippi.
3. It shall be considered unethical for an LCSW without clinical expertise to supervise a LMSW candidate seeking to become a clinician.
4. Supervisor may not supervise more than five (5) LMSWs who are in candidacy for the LCSW at any one time. No plan of supervision will be approved if the contracted supervisor is supervising more than five (5) licensed master social workers who are in pursuit of the LCSW licensure designation.
5. The LCSW Supervisor may provide supervision utilizing the following acceptable modes:
  - a. Individual supervision shall mean a maximum of two (2) supervisees meeting with one supervisor;
  - b. Group supervision shall mean a maximum of five (5) supervisees meeting with one supervisor.

**E. The Supervisory Experience:**

1. Supervision must occur within an agency, institution, or group practice setting. A LMSW practicing independent of an agency, institution, or group practice setting will be practicing outside Board regulations, not be considered a candidate for LCSW supervision, and face disciplinary action.
2. In order to be approved by the Social Work Discipline Specific Committee of the Board, the supervision application and experience must include the following:
  - a. A contractual agreement between social worker and supervisor;
  - b. A Plan of Supervision, approved by the Board, utilizing the plan outline provided by the Board;
  - c. The supervisee having a minimum of one hour per week face-to-face supervision with the LCSW supervisor for a minimum of one hundred (100) hours. The supervision period must be for a minimum period of twenty-four (24) months and may not exceed thirty-six (36) consecutive months. Supervisees may receive up to four (4) hours credit for developing the supervision plan collaboratively with their prospective supervisor;

For supervisors and supervisees who are not employed within the same agency, there must be a written plan approved by the Board to address how the LCSW Supervisor will insure that the face-to-face supervision is observed or carried out. Such face-to-face supervision must include on-site visits to the supervisees practice location at least once per six (6) month supervision period;

Supervision may include alternate means of supervision by audio or audiovisual electronic device provided there is direct, interactive, live exchange between the supervisor and supervisee or provided that communication is verbally or visually interactive between the supervisor and the supervisee. No more than one-fourth (1/4) of the required hours may be by alternate means to direct face-to-face contact for a total of twenty-five (25) hours;

- d. During the supervision period, the LMSW must complete a minimum of one-thousand (1,000) hours of face-to-face client contact;
- e. Evaluations should document personal growth and improvement in specific areas from one evaluation period to the next evaluation period. Written evaluations from the supervisor must be submitted to the Board for review at six month intervals and approved by the Board

before beginning the next six (6) month supervision and evaluation period. A copy of each evaluation must be maintained in the LCSW Supervisor's file for a period of three (3) calendar years.

3. The applicant seeking LCSW designation must submit with the final evaluation forms, three (3) form letters of reference from appropriate professionals which indicate that applicant's conduct is congruent with social work law and ethics and that there are no violations of standards of practice as set forth in the statute and the regulations. Forms are available on the Board's website.

**F. How to Change Supervisors:**

1. If it is necessary for supervision to be terminated, prior to the completion of the supervision experience between an LCSW candidate and their LCSW supervisor, the terminating supervisor is responsible for completing a current evaluation form and a Termination of Supervision Form on which the LCSW supervisor shall verify the total number of supervised hours. The documents must be submitted to the Board for review within thirty (30) days of the termination of supervision.
2. The Board shall review the supervision record along with the termination contract to determine the extent to which the supervision process is completed up to the date submitted to the Board.
3. If supervision is to be continued with another LCSW supervisor, the LMSW in candidacy for the LCSW must submit to the Board:
  - a. a new Application to Enter Into Contract for Supervision toward LSCW status, listing the prospective LCSW Board approved supervisor;
  - b. the supervisory contract signed by the new LCSW Board approved supervisor; and
  - c. any revisions necessary to the plan under the new supervision agreement.

**G. Completing LCSW Supervision**

Upon completion of all requirements and approval by the Board, the LCSW applicant will be eligible to take his/her choice of the Advanced or Clinical ASWB exam for the purpose of licensure described in Section III.C.3. Applicants who do not pass the ASWB exam on first attempt should refer to Section V.D.2: Frequency of Examinations.