Clinical supervision reporting requirements

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ASWB Member Services
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Introduction

This report examines requirements for clinical supervision contracts and reporting in social work regulations. The following ASWB member jurisdictions were included in the regulations review: the 10 Canadian provinces, all 50 U.S. states, the District of Columbia, and the U.S. territories of the Virgin Islands, the Northern Mariana Islands, and Guam.

The Association of Social Work Boards (ASWB) maintains a database of information on social work regulatory requirements in the United States and Canada which was used to create this report. The database is compiled from the statutes and administrative rules of the jurisdictions mentioned. Database information is published online at www.aswb.org. Click on the link “Detailed Reports: Compare license information” to access information about requirements for regulated licenses. Information about jurisdictional requirements and polices can be found using the link “Compare Jurisdiction Information”.

To learn more about a specific jurisdictions’ requirements, and for the most up-to-date regulatory information, use the link provided on the ASWB website to be connected directly to a jurisdiction’s website, statutes and administrative rules.

Contact Cara Sanner with questions or comments about ASWB’s online regulatory reports, or the information contained in this report.

Summary

Thirty-four of ASWB’s 64-member jurisdictions require a supervisor and supervisee to enter into a formal agreement throughout the supervisory period. Additional requirements found in regulations include:

- A supervision plan must be filed with the licensing board prior to the start of supervision – 29 jurisdictions;
- The content required in the supervision plan and/or use a designated form is prescribed – 22 jurisdictions;
- Notification is required when the supervisor relationship is terminated – 21 jurisdictions;
- Board pre-approval of the supervision plan is required – 16 jurisdictions; and
- Reporting is required at specified intervals and/or when the contract is terminated – 31 jurisdictions.
Supervision contracts

A supervision contract is used to identify the parameters of the supervisory relationship as well as delineate associated requirements and ensure compliance with regulations. This may include the responsibilities of both the supervisor and supervisee, the frequency and method of supervision, the type of practice experience obtained under supervision, the total number of supervision hours, the frequency of required reporting to the licensing board, the procedures for when a supervisory relationship is terminated, and more. A review of regulations for ASWB’s 64-member jurisdictions found that:

- **34 jurisdictions require a formal supervision contract:**
  - Alabama
  - Alberta
  - Arizona
  - Arkansas
  - District of Columbia
  - Florida
  - Idaho
  - Iowa
  - Kansas
  - Kentucky
  - Louisiana
  - Maine
  - Maryland
  - Minnesota
  - Montana
  - Nebraska
  - Nevada
  - New Hampshire
  - New Jersey
  - New Mexico
  - North Carolina
  - North Dakota
  - Oklahoma
  - Oregon
  - South Carolina
  - South Dakota
  - Texas
  - Virginia
  - Wyoming

- **29 jurisdictions require a supervision plan to be filed with the licensing board prior to the start of supervision:**
  - Alabama
  - Alberta
  - Arkansas
  - District of Columbia
  - Idaho
  - Iowa
  - Kansas
  - Kentucky
  - Louisiana
  - Maine
  - Maryland
  - Minnesota
  - Montana
  - Nebraska
  - Nevada
  - New Hampshire
  - New Mexico
  - North Carolina
  - North Dakota
  - Oklahoma
  - Oregon
  - Pennsylvania
  - South Carolina
  - South Dakota
  - Texas
  - Virginia
  - West Virginia
  - Wyoming

- **22 jurisdictions specify the content required in the supervision plan and/or use a designated form:**
  - Alabama
  - Alberta
  - Arkansas
  - Iowa
  - Kansas
  - Kentucky
  - Louisiana
  - Maine
  - Maryland
  - Mississippi
  - Missouri
  - New Hampshire
  - North Carolina
  - North Dakota
  - Oklahoma
  - Oregon
  - Pennsylvania
  - South Carolina
  - South Dakota
  - Texas
  - Virginia
  - West Virginia
  - Wyoming

- **21 jurisdictions require notification when the supervisor relationship is terminated:**
  - Alabama
  - Alberta
  - Arizona
  - Arkansas
  - Kansas
  - Kentucky
  - Louisiana
  - Missouri
  - Nebraska
  - Nevada
  - New Hampshire
  - Nova Scotia
  - Oklahoma
  - Ontario
  - Oregon
  - Pennsylvania
  - South Dakota
  - Texas
  - Virginia
  - West Virginia
  - Wyoming
**Supervision reporting**

In most instances, where a supervision contract is required, reporting requirements are also specified. Thirty-one jurisdictions were identified that require supervision reporting:

<table>
<thead>
<tr>
<th>Alabama</th>
<th>Idaho</th>
<th>Nevada</th>
<th>Ontario</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alaska</td>
<td>Iowa</td>
<td>North Carolina</td>
<td>Oregon</td>
</tr>
</tbody>
</table>
| Alberta      | Louisiana | Northern Mariana Islands | Pennsylvania  
| Arizona      | Mississippi | Nova Scotia  | South Carolina |
| Arkansas     | Missouri | Ohio         | South Dakota  |
| Georgia      | Montana  | Oklahoma     | Tennessee     |
| Texas        | Vermont  | Washington   | Wyoming       |
| Utah         | Virginia | West Virginia|               |

The required frequency of supervision reporting varies as follows:

- **12 jurisdictions require reporting when the supervision plan/contract is terminated:**
  - Arizona
  - Arkansas
  - Iowa
  - Louisiana
  - Northern Mariana Islands
  - Texas
  - Utah
  - Tennessee
  - Texas
  - Utah
  - Vermont
  - Washington
  - Wyoming

- **7 jurisdictions require semi-annual reporting:**
  - Alberta
  - Idaho
  - Mississippi
  - North Carolina
  - Oregon
  - South Dakota
  - Virginia

- **3 jurisdictions require quarterly reporting:**
  - Nevada
  - Nova Scotia
  - Pennsylvania

- **3 jurisdictions require annual reporting:**
  - Alabama
  - Missouri
  - West Virginia

- **The reporting frequency could not be found for three of the jurisdictions:**
  - Alaska
  - Montana
  - Ontario

- **Oklahoma requires reporting at 25, 50 and 100 hours of educational supervision.**