

# Clinical Supervision Disclosure & Contract

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Thank you for considering me to provide clinical supervision. I am a Licensed Clinical Professional Counselor (LCPC) in Kansas, Licensed Professional Counselor (LPC) in Missouri and Colorado, National Certified Counselor (NCC), and Certified Professional Coach (CPC), as well as an approved counselor supervisor in Missouri, Kansas, and Colorado. Please take an opportunity to carefully review the information provided in this statement regarding my qualifications, my own clinical experience, what you can expect from me as your supervisor, and what is expected of you in supervision.

## My Background and Experience:

**Education:** I am a graduate of the University of Iowa and Walden University with a doctoral degree in Counselor Education and Supervision, a master's degree in Mental Health Counseling, and a bachelor's degree in Sociology/American Studies. I have successfully completed two national board examinations, the National Counselor Exam (NCE) and the National Clinical Mental Health Counseling Exam (NCMHCE). I have also successfully completed a Certified Professional Coach Accreditation Course and am a nationally certified professional coach.

**Clinical Experience:** I have 2000 hours of master's post-graduate supervised clinical experience divided between private practice, forensic evaluation, clinical assessment, and community mental health under supervision of an American Board of Professional Psychology (ABPP) forensic psychologist, a Licensed Clinical Social Worker (LCSW), a Licensed Clinical Mental Health Counselor, and a Licensed Professional Counselor. I also have 1000 hours of doctoral post-graduate supervised clinical experience working with couples, individuals, and adolescents in a variety of settings, primarily private practice.

I have over 400 hours of supervised master's level classroom teaching experience. I have 500 hours of face-to-face clinical experience facilitating clinical mental health groups, including dual-diagnosis, adult mental health, and adolescent mental health. I also have over 100 hours of face-to-face clinical

consultation and over 400 hours of clinical assessment experience while under consultation.

**Supervisor Training:** I have completed my doctoral coursework in Mental Health Counseling and Supervision, which includes the following courses: Counselor Education and Supervision Ethics and Identity, Advanced Counseling Theories, Teaching in Counselor Education, Advanced Qualitative Reasoning & Analysis, Psychology and Social Change, Preparing for Dissertation, Crisis Management in Mental Health Counseling, Student Teaching Residency III, Houston, TX, Professional Counselor as Scholar-Practitioner, Qualitative Research, Reasoning, and Analysis, Clinical Supervision, Quantitative Reasoning and Analysis, Social Change, Leadership, & Advocacy in Counseling, Research Theory, Design and Methods, Program Evaluation, Leadership and Consultation, Group Leadership Residency I & II, Atlanta, GA.

**Practice & Affiliations:**

Dr. Jeff Peterson, PhD, LCPC, LPC, NCC is a Licensed Clinical Professional Counselor, a Licensed Professional Counselor & Counselor Supervisor, National Board Certified Counselor, and National Professional Certified Coach in the states of Missouri, Kansas, and Colorado. He is a graduate of the University of Iowa and Walden University, with a PhD in Clinical Mental Health Counseling Education and Supervision. Jeff is adjunct faculty in the Psychology Department at Avila University in Kansas City. He is a member of Golden Key and Chi Sigma Iota graduate honors societies, and a two-time graduate scholarship recipient with over 4000 hours of mental-health based volunteer community service. He is also the co-founder and organizer of the Healthcare Guild ([healthcareguild.com](http://healthcareguild.com)), a national non-profit organization dedicated to helping sexual and gender minorities find affirming and culturally competent health care.

Jeff is currently a behavioral health clinician at Saint Luke's Hospital in their Employee Assistance Program and former Emergency Room behavioral health assessment clinician. He is a CARF (Commission on the Accreditation of Rehabilitation Facilities) IOP (Intensive Outpatient) Dual-Diagnosis program facilitator; and serves on the editorial review board for the American Counseling Association. His private practice, Kansas City Psychotherapy, focuses on managing stress and recovering from previous trauma, couples communication and relationship enhancement, managing general and social anxiety, coaching and improving performance, dealing with shame and addiction, and sexual or gender identity issues. Jeff is also a Counselor Supervisor who provides supervision for those attaining Licensure as a Licensed Professional Counselor, Psychologist, or Social Worker.

For the past two years Jeff has been an invited keynote speaker for Laureate Education, presenting TED-style talks to over 500 people in major metropolitan areas such as San Diego, Hawaii, Orlando, and Houston, on the topic of diversity, global responsibility, and fostering positive social change. Jeff recently

presented at the national American Medical Association (GLMA) Conference about ethical concerns in therapy, at the national ACES (Association for Counselor Education and Supervision) Conference on how to deal with the psychological effects of shame, at the Colorado Counseling Association Conference on how to avoid Microaggressions in a clinical setting, and has presented on these topics for Mental Health America (MHA), Good Therapy, Research Psychiatric Hospital, Missouri Health Equity Collaborative (MOHEC), and several community mental health centers in Missouri, Kansas, and Colorado.

Jeff is a member of the American Psychological Association (APA), American Counseling Association (ACA), American Mental Health Counselors Association (AMHCA), Association for Counselor Education and Supervision (ACES), Colorado Counseling Association (CCA), the Greater Kansas City Psychological Association (GKCPA), and the National Coalition for Sexual Freedom (NCSF), the Consortium for Academic Research in Alternative Sexualities (CARAS), and World Professional Association for Transgender Health (WPATH).

## **Supervision Information:**

### ***Whom do I supervise?***

I have experience supervising a variety of individuals from those without any clinical training to individuals pursuing their professional licensure within the school, community, and clinical settings using a variety of theoretical approaches including Rational Emotive Behavioral Therapy, Relational Cultural Psychology, Positive Psychology, Psychodynamic, Emotion Focused Therapy, Somatic Experiencing, Mindfulness, Existential, and Neuro-Linguistic Programming. My experience working with generalized and social anxiety, relationship communication and validation, sexual orientation and gender identity, as well as alternative relationships such as polyamory and polyfidelity, provides me with the expertise to provide specialized clinical supervision in these areas.

### ***Why do I supervise?***

Although the completion of a training program provides a foundation for entering the counseling profession, I believe that a counselor's professional development truly takes place through direct contact with clients. Because the counselor's professional development is a life-long process, clinical supervision is a necessary component to facilitate that growth, provide support and guidance in ethically challenging and emotionally charging cases, and to encourage self-care in the supervisee. After noting the lack of training provided in counseling programs regarding multicultural, as well as sexual and gender identity, I decided to pursue formal training and licensure in the area of supervision. As a clinical supervisor, I am both a supporter for counselors and a gatekeeper for the counseling profession.

***What to expect in supervision:***

Just as counselors encourage their clients to continue on the path of healing themselves, supervisors are responsible for guiding counselors-in-training to familiarize themselves with the terrains that their clients must travel so they may guide their clients. Sometimes this process involves teaching, sometimes consulting, and at times it even involves counseling the supervisee. Regardless of the role that the supervisor takes, the supervision process always involves thinking dialectically and enhancing the supervisee's resiliency to become a better clinician.

My approach to supervision involves an emphasis on meeting your needs with regards to my role and taking a multicultural and relational approach. Addressing dialectical dilemmas within the supervisory and the therapy relationship will involve setting appropriate limits, avoiding or working through power struggles, and determining what interventions are most appropriate in the supervision process. Vicarious trauma may impair the counselor's ability to work through dialectical dilemmas; therefore, attending to the supervisory relationship in a trauma-sensitive manner is important as counselors often work with a variety of trauma-based situations. Based on the discrimination model of supervision, I will either take on a teacher, consultant, or counselor role, which may vary within one supervisory session.

***Supervisee Expectations:***

I expect transparency and openness from every supervisee. You will not be penalized for disclosing mistakes or unfavorable outcomes. In fact, sharing your mistakes or missteps is often a sign of supervisee growth. However, concealing or minimizing mistakes, as well as a lack of professional conduct (including being on time) could be grounds for my terminating our supervision agreement. It is expected that you will be able to advocate for your needs within the supervisory relationship and be willing to openly discuss both your case conceptualizations and your personal reactions within the counseling role. You will meet for supervision for a minimum of one contact hour each week at the scheduled time agreed upon with your supervisor. Should you need to re-schedule, you are expected to do so at least 24 hours in advance out of professional courtesy or you will be financially responsible for your missed supervision. For each session you will provide audio and/or videotape(s) of sessions, after attaining the written consent of your clients, in order to review your skills during our supervision sessions. You will select particular sections of the sessions prior to each appointment and provide written perceptions of the sessions you selected. I encourage showing a combination of examples of your work that are both favorable and unfavorable to you. In addition, I encourage sharing of a range of clients. I will offer feedback, encouragement, suggestions, and occasional homework assignments. We may, at times, use parallel-process which involves role playing counseling techniques within supervision sessions to practice counseling micro-skills.

***Evaluation of Supervision:***

Successful supervision does not only focus on the feedback given to the supervisee but incorporates intentional selection of methods to assess the supervisee; measure the development of supervisee skills; and evaluate the supervisee's progress. In reviewing the contract, we will initiate a discussion of both the supervisee's goals and my own goals for supervision, which are the foundation for all other interventions. Once the foundation has been established, I will incorporate several different methods of assessment and evaluation into my supervision in an effort to balance subjective and objective observations of your performance as a counselor.

I will provide communication to the licensure board in the state in which you wish to practice in order to coordinate the completion of your supervision requirements for licensure. It should be noted that the decision to provide you with licensure status is made by the licensure board and not me. Other forms of evaluation we will utilize may come from the supervision site and/or university program. These evaluations would be conducted upon request and will be reviewed with you in supervision. It should be noted that assessment and evaluation are an ongoing process, and at any time that you or I become aware of a goal that needs to be amended, discontinued, or changed, we will agree to do so and make necessary changes to the supervision contract.

***Grounds for Termination of Supervision:***

Although it is my hope that when we agree to work together we will continue to do so at least until you have received your professional license, the supervisory relationship can be terminated by either party at any time, with written notification prior to two weeks of termination. Unfortunately, there are times when this supervisory relationship may not be the most appropriate for your supervision needs. Some potential concerns that could lead to the termination of the supervisory relationship could include: challenges of the supervisor, challenges of the supervisee; or challenges of the supervision process itself. Supervisor challenges that could result in the termination of supervision include: unexpected life changes; lack of expertise in the clinical area of need; or breach of supervision agreement. Supervisee challenges that could result in the termination of supervision include: unexpected life changes; breach of supervision agreement (i.e. keeping appointments, account delinquency without prior approval); consistent failure to provide clinical documentation for review (i.e. supervision log/caseload list, video/audio tapes); or lack of communication regarding pertinent clinical information to supervisor (i.e. ethical/legal concerns; boundary violations). Supervision process challenges that could result in the termination of supervision include: inappropriate nature of available supervision format (i.e. online, face to face, group, individual); incompatible match of supervisor and supervisee.

Hopefully, through discussion during the initial consultation, we will be able to minimize the likelihood of most situations; however, in the event that any of the above types of challenges present themselves, we will follow a structured process to make sure that your needs are met. First, should either the supervisor or supervisee choose to terminate the relationship, a two week notice is requested and a dialogue should take place regarding the reason for termination in the supervision session. As a standard, I prefer that we will discuss challenges when they arise in an attempt to resolve the concern; usually, some degree of problem-solving results in resolution. If we are unable to resolve the problem or issue(s), we will discuss alternatives to meet your supervision needs. I will assist you in locating another supervisor and continue to provide supervision until you have made contact with another supervisor (for up to two weeks after the decision has been made to terminate supervision). Finally, I will provide documentation to the licensure board regarding the accurate reflection of our supervision activities.

## **Additional Information:**

### ***Fees:***

The fee for individual supervision and group supervision will be \$\_\_\_\_\_ per 45-minute supervision session. You will be expected to pre-pay for your supervision session and I reserve the right to charge for cancellations with less than 24 hours notice. A zero-tolerance policy applies to no-shows, which means that a no-show could be grounds for supervision termination.

### ***Confidentiality:***

Just as in therapy, our work together is confidential, with the exception of a few circumstances, such as any situation in which I am concerned about your safety or the safety of others—including risk of self-harm, risk of harm to others, abuse of children, adults, elderly, or disabled-persons, court orders, and instances in which you give written permission to disclose to others about the treatment that you provide. It is your obligation to inform your clients that you will be receiving supervision and that your supervisor will be privy to confidential information, although bound by the same rules regarding their information as you. I maintain secure records of supervisees and their clients in the same way as I do with my therapy clients.

### ***Emergencies:***

I am available by cell phone a majority of the time, but in the event that it is difficult to reach me, please follow the protocol of your work setting and crisis plans. We will discuss crisis plans for your clients in advance so that if a crisis should arise, you will feel confident in knowing how to handle these situations. You may also contact the local mental health agency in your area, and they can instruct you about how to access the appropriate services in your area to meet your client's needs.

**Emergency Contact Information:**

In the event of an emergency with a client, you may contact me directly on my cell phone at \_\_\_\_\_ or 816-866-5524. Please allow a reasonable time for me to respond. For non-emergent but urgent matters between supervision sessions, you may text me on the same cell phone number(s) above. For non-urgent matters you may email me at kcpsychotherapy@gmail.com. I will typically return emails within 2-3 days.

**Reporting Complaints:**

I pride myself on maintaining a professional practice. However, if you should have complaints or concerns, please do not hesitate to let me know. I adhere to the American Counseling Association Code of Ethics and the Center for Credentialing and Education's Approved Clinical Supervisor (ACS) Code of Ethics. If you feel that I have violated those standards, you may contact the licensing boards for the state in which you were under supervision.

**Acknowledgement of Statement & Consent for Supervision**

I, \_\_\_\_\_, understand the terms of this Professional Disclosure Statement & Contract and have been provided with an opportunity to express questions or concerns.

\_\_\_\_\_(Date)\_\_\_\_\_  
**Signature of Supervisee**

\_\_\_\_\_(Date)\_\_\_\_\_  
**Signature of Dr. Jeff Peterson, PhD, LCPC, LPC, NCC, PCC**