

Board of Licensed Professional Counselors, Marital and Family Therapists, and Clinical Pastoral Therapists

LMFT POLICY ON SUPERVISION FOR LICENSURE

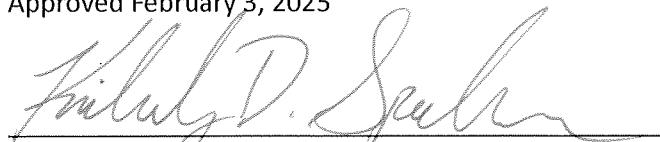
This policy is intended to provide guidance to applicants for licensure as Marital and Family Therapists and their supervisors.

1. **Temporary Licensure Highly Recommended:** Although the temporary license is not required for applicants who are pursuing their post-graduate hours for licensure, it is highly recommended. It is likely that in the near future applicants who are obtaining their hours of post-graduate work experience will be required to hold the Licensed Marital and Family Therapist Temporary License (LMFT(Temp)) to provide therapy in a private practice setting.
2. **Supervision Contract:** Prior to the beginning of a post graduate supervisory relationship, supervisees should request a supervision contract from their primary supervisor as well as documentation of this supervisor's AAMFT Approved Supervisor status. Supervisors must meet the standards of AAMFT Approved Supervisor AND must be licensed as a marital and family therapist, psychologist or psychiatrist as specified in T.C.A. § 63-22-115 (a) (2).
3. **Request for Temporary License Form:** When applying for a temporary license, the Request for Temporary License form requires a signature from the supervisee's primary supervisor and must also be notarized.
4. **Primary Supervisors/Additional Supervisors:** Supervisees must have one (1) primary supervisor who is an approved supervisor at all times but may also have additional approved supervisors from time to time.
5. **Reporting requirements:**
 - a. The Primary Supervisor reports the supervision hours they have provided to the supervisee personally, the time period over which these supervision hours were completed, and the TOTAL client contact hours of the supervisee during this period.
 - b. If the supervisee has additional supervisors, this must be reported to the primary supervisor in writing by the supervisee, along with verifiable documentation of any additional client contact hours.
 - c. If a supervisee has additional supervisor(s), each Additional Supervisor reports the number of supervision hours that they have provided personally to the supervisee. **Additional supervisors do not report the client contact hours of the supervisee on the Verification of Supervised Post Graduate Experience Form.**
6. **Supervisor Changes:** If supervisees, working under a temporary license, wish to change their primary supervisor, the supervisee must submit this information to the licensing board by completing a new MFT Request for Temporary Licensure Form and sending it to

Unit1HRB.health@TN.gov. If a supervisee wishes to change their additional supervisor(s), supervisees should notify their primary supervisor of this change in writing.

7. **Review of supervision logs:** It is recommended that primary and additional supervisors and supervisees review supervision logs no less than every six (6) months, and verify the total supervision and client contact hours completed to eliminate potential discrepancies. It is recommended that both the supervisor and supervisee contemporaneously sign the log. The Board reserves the right to deny hours that cannot be substantiated or verified.
8. **Supervision Frequency:** Supervision should be provided over time at a sufficient frequency to ensure adequate learning and guidance based upon the caseload of actual client contact hours. Client contact hours are defined as a 50- minute period a therapist spends working with an individual, couple, family, or group, pursuant to Rule 0450-02-01(10). Typically, supervision, whether individual and/or group, occurs weekly.
9. **Supervision Purpose:** Supervision documented on the Verification of Supervised Post Graduate Experience Form must be for ongoing, direct clinical review, for the purpose of training or teaching, by an approved supervisor who monitors the performance of a person's supervised interaction with a client and provides regular documented face-to-face consultation (whether in-person or through a telehealth platform), guidance, and instructions with respect to the clinical skills and competencies of the person supervised. Supervision may include, without being limited to, the review of case presentations, audio tapes, video tapes, and direct observation, as defined in 040-02-01 (35).
10. **Supervision format:** A supervision hour is a 50–60-minute period that a supervisee and supervisor spend in supervision together in individual or group. Supervision meetings that are less than 50 minutes or more than one (1) hour are to be rounded to the next quarter hour when recorded and reported to the Board.

Approved February 3, 2025



Chair, Board of Professional Counselors, Marital and Family Therapists, and Clinical Pastoral Therapists