



Code of Ethics and Practice for Supervisors

Introduction

Supervisors who are members of AFT and / or registered with AFT as a supervisor are required to abide by the **AFT Code of Ethics**. This document is to be seen as an addition to this.

1. General Principles.

- a) Supervisors should conduct themselves in a way that is consistent with the dignity, status, values and principles of their profession.
- b) Supervisors should seek to establish the highest ethical standards and hold the interests of the clients to be paramount.
- c) Supervisors should not supervise beyond their training and experience.
- d) Supervisors are responsible for maintaining and developing their skills through appropriate Continued Professional Development, including supervision of supervision.
- e) Supervisors are responsible for monitoring and maintaining their physical, mental and emotional health in relation to their fitness to practice..
- f) Supervisors are required to refrain from behaviour that may be detrimental to the public, clients, the profession, colleagues, supervisees or AFT.
- g) Supervisors must be especially careful when the clients brought to supervision are children or vulnerable adults and give particular consideration to dimensions of power within the context of their lives.

2. Supervisory competence

- a) Supervisors must disclose their qualifications when requested and not claim, or imply, qualifications that they do not have.
- b) Supervisors need to consider whether their approach to the work is appropriate for a particular supervisee and be prepared to make referrals at any stage in the work if that appears to be in the supervisee's and / or client interest.

- c) Supervisors should reflect on supervisee's practice to help them identify their own further training needs.
- d) Supervisors should understand and articulate the distinction between line management supervision and psychotherapeutic supervision..
- e) Where a dual role exists, clear written guidelines should be in place covering the remit of each role and specifying procedure for any disputes or conflicting situations arising.

3. The Context of Supervision

- a. Supervisors must define and maintain a safe and consistent working environment with clear boundaries. For example: Supervisors must make clear the boundaries of time and space, explain the arrangements for payment of fees at the outset explain their policy in relation to references and give adequate notice of any changes or planned breaks. It is important that supervisors and supervisees take into account their agency policies.
- b. Supervisors and their supervisees should mutually agree a contract that makes clear the expectations and requirements they have of each other. This should be a written contract. The supervisor should keep a note of the agreed contract and the date it was made. Both parties should hold copies of notes.
- c. The boundaries of the supervisor's responsibility and accountability to their supervisees and the agency or training organisation should be clarified, preferably in writing.
- d. Written records of supervision sessions should be maintained and usually kept for 7 years following the end of the supervisory contract. Safeguarding of these records should be to the same standard as for clinical records.

4. Supervisory Relationship

- a. Supervisors must not exploit the dependence of the supervisee in the supervisory relationship sexually, financially, or in any other manner.
- b. Supervisors must recognise and work in ways that respect the value and dignity of supervisees, their clients and the context of the work.
- c. Supervisors must have adequate insurance cover for their work.
- d. Supervisors should reflect with the supervisee upon the differences apparent in the supervisory relationship including issues of power and do their best to create a safe space in order to facilitate these discussions.
- e. Supervisors should discuss with supervisees the need to have arrangements in place to take care of the immediate needs of clients in the event of a

sudden and unplanned ending to the therapy relationship that is being supervised. This would include a “professional will” where appropriate to the modality or the practitioner (UKCP recommends the use of a ‘professional will’).

- f. Supervisors are responsible for similar safeguards for their own practice
- g. As a general principle, supervisors must not reveal confidential material concerning the supervisee or their clients to any other person without the express consent (preferably in writing) of all parties concerned. Safeguarding exceptions are understood and these should be noted in detail.

5. Supervisory Practice

- a. Supervisors are responsible for helping supervisees to reflect upon their work, while at the same time acknowledging that clinical responsibility remains with the supervisee.
- b. Where the supervisee is a student there would usually be joint clinical responsibility would be shared between the supervisor and the student. Guidelines should be agreed by students on placements placement supervisors and relevant training institution.
- c. Supervisors should actively raise awareness of issues of power and differences, for example in relation to gender, race, culture, class, age, economic status disability and spirituality and actively support supervisees in ensuring that their practice is anti-discriminatory.
- d. Supervisors should encourage supervisees to critically evaluate their work in relation to the evidence base and the practice of others.

6. Supervisory practice in training contexts

- a. Supervisors should be clear about their roles and responsibilities towards supervisees, training courses, agencies, professional bodies and most importantly the clients.
- b. Supervisors should place high priority on the learning of the supervisee
- c. Supervisors should be transparent in their assessments and reports.
- d. Supervisors should be clear and honest in their judgements with courses or other relevant bodies, always putting the needs of clients first.
- e. Supervisors should seek help if they find themselves struggling with a particular student or issues they bring.

7. Supervisory practice in relation to groups

When supervision is in a group context supervisors should be particularly careful to create a safe environment for learning. They should take account of the group process and address any issues that arise which may affect the learning of one or more members.

8. Legal Responsibilities

- a. The supervisor is responsible for clarifying the legal liabilities from an informed position, and seeking legal guidance when necessary including seeking advice from AFT / UKCP when necessary and as appropriate.
- b. Supervisors are responsible for taking action if they are aware that their supervisee's practice is not in accordance with relevant Codes of Ethics, Conduct and Practice. Supervisors should raise any practice concerns at the earliest stage. And take appropriate action to inform relevant others if concerns remain unaddressed or are in relation to serious professional misconduct..
- c. Supervisors are responsible for helping their supervisees recognise when, in their opinion, their functioning as practitioners or trainee practitioners is impaired due to personal or emotional difficulties, any condition that affects judgement, illness, the influence of alcohol or drugs, or for any other reason, and for ensuring that the appropriate action is taken.

9. Advertising

- a. Where they choose to advertise their services, supervisors are expected to advertise services with descriptive rather than evaluative statements.
- b. The media should not be used in any way that would bring the profession, or AFT into disrepute..

Terms: Supervisee and supervisor have been used in this document . They do not necessarily infer a line management relationship although this may be the case. The terms "consultant" and "consultee" are also frequently used and for the purposes of this document are interchangeable with the terms "supervisor and "supervisee".