



*Greta Pankratz*, LCSW (LCS#25687)

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### **Agreement with Clinical Supervision Group**

1. All initial forms need to be signed at the start of supervision, for this reason, you must attend in-person on your first day.
2. I will not sign weekly logs once they are a month overdue.
3. Please give copies of all signed forms within the week after signing. If I do not have copies and you lose it, I will not post-date when I resign forms. However, if I have a copy, I will happily do so.
4. If you want to use group supervision for individual if only two people are planning to attend in a particular week, that is your responsibility to coordinate.
5. Please let me know if you plan to attend or not, your superiors want records of attendance, including cancellations, late cancellations (less than 24 hours' notice) and no-shows.
6. If you need forms completed other than BBS forms, it is your responsibility to pay for the time it takes to complete those. Paperwork fees are \$20 for 15 minutes, etc.
7. Please plan to attend for the full 1-hour individual or triadic meeting or 2-hour group meeting. I will of course allow for occasional times when you are late or need to leave early. But if it becomes a regular occurrence (you will be warned in this case) or is one-time but longer than 15 minutes, I will consider you absent from supervision that week.
8. There is sometimes a waiting list for supervision. If you cannot commit to attending weekly, please take yourself off our roster to free up space for someone who is ready to commit. If you miss more than 2 weeks in a row (for something other than a planned trip or training), I would strongly encourage you to consider whether you are ready to be in supervision.
9. Please plan to share a case and offer feedback to others' cases. It is never appropriate to be on your phone during a meeting.
10. Your time is valuable and I will do my best to make your time spent in group worthwhile, but please do take responsibility for issues that arise. Please reach out to me or the person you have an issue with and work to resolve it.

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Group Member Signature

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Date