

A licensed mental health professional who provides supervision to an Associate Clinical Social Worker (ASW), Associate Marriage and Family Therapist (AMFT), MFT Trainee, or Associate Professional Clinical Counselor (APCC) is required to meet the minimum qualifications specified in California law. This document provides a summary of those requirements. Links to additional information and resources are provided on the last page.

1. License Requirements

A supervisor of an ASW, AMFT, MFT Trainee or APCC must meet all of the following licensure requirements:

- Possess a current and active California license in good standing that is not under suspension or probation as one of the following:
 - Licensed Clinical Social Worker (LCSW)
 - Licensed Marriage and Family Therapist (LMFT)
 - Licensed Professional Clinical Counselor (LPCC)
 - Licensed Educational Psychologist (LEP)*
 - Licensed Psychologist
 - Licensed Physician and Surgeon certified in Psychiatry by the American Board of Psychiatry and Neurology
- Have held an active license as one of the above in California or any other state for at least two (2) years out of the last five (5) years prior to the commencement of supervision.

* **LEPs** may only supervise up to 1,200 hours of experience consisting of educationally related mental health services that fall within the LEP scope of practice. For more information on LEPs as supervisors, see the Board's [website](http://www.bbs.ca.gov) (access at www.bbs.ca.gov>Licensees>Supervisor Resources).

2. Practice Requirements

A supervisor of an ASW, AMFT, MFT Trainee or APCC must meet the following practice requirements:

- Have practiced psychotherapy during at least two (2) years out of the last five (5) years prior to the commencement of supervision (or, if an LEP, has provided psychological counseling pursuant to BPC [section 4989.14](#)); **OR**
- Provided direct supervision to ASWs, AMFTs, MFT Trainees, or APCCs who perform psychotherapy during at least two (2) years out of the last five (5) years prior to the

commencement of supervision. Supervision of psychotherapy performed by a student shall be accepted if substantially equivalent to the supervision required for registrants.

3. Training Requirements for New Supervisors and for Supervisors Returning After an Absence

A new supervisor who is an LCSW, LMFT, LPCC or LEP must complete a minimum of 15 hours of supervision training or coursework within 60 days of the commencement of supervision.** The 15-hour supervision training for new supervisors must meet all of the following requirements:

Acceptable Course Providers: The course must be taken from a government agency or from an [acceptable continuing education \(CE\) provider](#). If taken from an acceptable CE provider, the training may apply towards the licensee's CE requirements.

Course Deadline: The course must be completed no later than 60 days after commencing supervision for the first time.

Course Maximum Age: If taken from a government agency or from an acceptable CE provider, the course shall have been completed no earlier than two (2) years prior to commencing supervision. If taken at a master's or higher level from a school that holds a regional or national institutional accreditation recognized by the U.S. Department of Education or a school approved by the California Bureau for Private Postsecondary Education, the training or coursework shall have been completed no earlier than four (4) years prior to commencing supervision.

Course Content: Course content shall include, but not be limited to, current best practices and current industry standards, which include legal requirements, professional codes of ethics, and research focused on supervision regarding the following:

- Competencies necessary for new supervisors;
- Goal setting and evaluation;
- The supervisor-supervisee relationship;
- California law and ethics, including legal and ethical issues related to supervision;
- Cultural variables, including, but not limited to, race, gender, social class, and religious beliefs;
- Contextual variables, such as treatment modalities, work settings, and use of technology;
- Supervision theories and literature; and
- Documentation and record keeping of the supervisee's client files, as well as documentation of supervision.

Supervisors Returning After an Absence: A licensee who previously served as a board-qualified supervisor but has not supervised for the past two (2) years shall take six (6) hours of supervision training or coursework within 60 days of resuming supervision. If the absence has been less than two years a new supervision course is not necessary.

4. Continuing Professional Development (CPD) Requirements for All Supervisors

A supervisor who is an LCSW, LMFT, LPCC or LEP must complete six (6) hours of continuing professional development (CPD) in supervision during each renewal cycle that follows their initial supervisor training.** Records of completion must be maintained by the supervisor.

CPD shall consist of one or more of the following activities:

- Training or coursework specific to the topic of supervision, obtained from a government agency or from an acceptable continuing education provider. If taken from an acceptable continuing education provider, it may apply towards the continuing education requirements set forth in BPC sections 4980.54, 4989.34, 4996.22, and 4999.76 of the Code.
- Teaching a supervision course for a government agency or an acceptable continuing education provider.
- Authoring research directly focused on supervision that has been published professionally. This may include, but is not limited to, quantitative or qualitative research, literature reviews, peer reviewed journals or books, monographs, or other industry or academic published work. This shall not include personal opinion papers, editorials, or blogs.
- Collaboration with another licensee who also serves as a board-qualified supervisor through the use of mentoring or consultation. Documentation of attendance shall consist of a log signed by both parties.
- Attendance at supervisor peer discussion groups with other licensees who also serve as board-qualified supervisors. Documentation of attendance shall consist of a letter or certificate from the group leader or facilitator.

5. Supervisor Self-Assessment Report Requirement

A supervisor must complete and submit a [Supervisor Self-Assessment Report](#) to the Board within 60 days of commencing supervision for the first time (one-time submission).

6. Additional Supervisor Qualifications and Requirements

A supervisor must meet all of the qualifications listed in the [Supervisor Self-Assessment Report](#). It is important to note the following prohibited relationships between a supervisor and supervisee:

- The supervisor may not have ever provided therapeutic services to the supervisee.
- The supervisor may not be a spouse, domestic partner or other relative of the supervisee.

- A supervisor may not have (currently or previously) a personal, professional or business relationship with the supervisee that undermines the authority of effectiveness of supervision.

A list of other requirements pertinent to supervisors, including supervisor responsibilities, is contained in the [Supervision Agreement](#), which must be completed within 60 days of commencing supervision with a new supervisee (signed form to be retained by the supervisee).

Note: Failure to comply with the Board's statutes and regulations related to supervision of experience hours is considered unprofessional conduct and may subject the supervisor to disciplinary action.

ADDITIONAL INFORMATION AND RESOURCES FOR SUPERVISORS

[BBS Supervisor Resources Page](#): Supervision-related publications and forms
(access at www.bbs.ca.gov>Licensees>Supervisor Resources)

[LCSW Applicants Page](#): Forms and publications for ASW applicants and ASWs
(access at www.bbs.ca.gov>Applicant>LCSW)

[LMFT Applicants Page](#): Forms and publications for AMFT applicants, AMFTs and MFT Trainees (access at www.bbs.ca.gov>Applicant>LMFT)

[LPCC Applicants Page](#): Forms and publications for APCC applicants and APCCs
(access at www.bbs.ca.gov>Applicant>LPCC)

[BBS Statutes and Regulations](#)

[BBS Email Subscriber's List](#) (stay up to date on the latest BBS news and updated laws)

*** Psychologists licensed by the Board of Psychology and Psychiatrists are exempt from the 15-hour course and 6-hour CPD requirements. However, the Board strongly encourages all supervisors to complete coursework and CPD pertaining to supervision.*

In addition, a licensee who holds a valid and active approved supervisor certification from one of the following entities is exempt from the 15-hour course requirement and the 6-hour CPD requirement:

- *The American Association for Marriage and Family Therapy (AAMFT)*
- *The American Board of Examiners in Clinical Social Work (ABECSW)*
- *The California Association of Marriage and Family Therapists (CAMFT)*
- *The Center for Credentialing and Education (CCE)*