



Clinical supervision reporting requirements

Prepared by Cara Sanner
ASWB Member Services
September 23, 2019

Contents

Introduction.....	1
Summary	1
Supervision contracts.....	2
Supervision reporting.....	3

Introduction

This report examines requirements for clinical supervision contracts and reporting in social work regulations. The following ASWB member jurisdictions were included in the regulations review: the 10 Canadian provinces, all 50 U.S. states, the District of Columbia, and the U.S. territories of the Virgin Islands, the Northern Mariana Islands, and Guam.

The Association of Social Work Boards (ASWB) maintains a database of information on social work regulatory requirements in the United States and Canada which was used to create this report. The database is compiled from the statutes and administrative rules of the jurisdictions mentioned. Database information is published online at www.aswb.org. Click on the link “Detailed Reports: Compare license information” to access information about requirements for regulated licenses. Information about jurisdictional requirements and polices can be found using the link “Compare Jurisdiction Information”.

To learn more about a specific jurisdictions’ requirements, and for the most up-to-date regulatory information, use the [link provided on the ASWB website](#) to be connected directly to a jurisdiction’s website, statutes and administrative rules.

Contact [Cara Sanner](#) with questions or comments about ASWB’s online regulatory reports, or the information contained in this report.

Summary

Thirty-four of ASWB’s 64-member jurisdictions require a supervisor and supervisee to enter into a formal agreement throughout the supervisory period. Additional requirements found in regulations include:

- A supervision plan must be filed with the licensing board prior to the start of supervision – 29 jurisdictions;
- The content required in the supervision plan and/or use a designated form is prescribed – 22 jurisdictions;
- Notification is required when the supervisor relationship is terminated – 21 jurisdictions;
- Board pre-approval of the supervision plan is required – 16 jurisdictions; and
- Reporting is required at specified intervals and/or when the contract is terminated – 31 jurisdictions.

Supervision contracts

A supervision contract is used to identify the parameters of the supervisory relationship as well as delineate associated requirements and ensure compliance with regulations. This may include the responsibilities of both the supervisor and supervisee, the frequency and method of supervision, the type of practice experience obtained under supervision, the total number of supervision hours, the frequency of required reporting to the licensing board, the procedures for when a supervisory relationship is terminated, and more. A review of regulations for ASWB's 64-member jurisdictions found that:

- 34 jurisdictions require a formal supervision contract:

Alabama	Kentucky	Nevada	Oregon
Alberta	Louisiana	New Hampshire	South Carolina
Arizona	Maine	New Jersey	South Dakota
Arkansas	Maryland	New Mexico	Texas
District of Columbia	Minnesota	North Carolina	Virginia
Florida	Mississippi	North Dakota	West Virginia
Idaho	Missouri	Nova Scotia	Wyoming
Iowa	Montana	Oklahoma	
Kansas	Nebraska	Ontario	

- 29 jurisdictions require a supervision plan to be filed with the licensing board prior to the start of supervision:

Alabama	Louisiana	New Mexico	South Dakota
Alberta	Maine	North Carolina	Texas
Arkansas	Minnesota	North Dakota	Virginia
District of Columbia	Mississippi	Nova Scotia	West Virginia
Idaho	Montana	Oklahoma	Wyoming
Iowa	Nebraska	Ontario	
Kansas	Nevada	Oregon	
Kentucky	New Hampshire	South Carolina	

- 22 jurisdictions specify the content required in the supervision plan and/or use a designated form:

Alabama	Louisiana	North Dakota	Texas
Alberta	Maine	Nova Scotia	Virginia
Arkansas	Maryland	Oklahoma	West Virginia
Iowa	Mississippi	Oregon	Wyoming
Kansas	Missouri	South Carolina	
Kentucky	New Hampshire	South Dakota	

- 21 jurisdictions require notification when the supervisor relationship is terminated:

Alabama	Louisiana	Oklahoma	Virginia
Alberta	Missouri	Ontario	West Virginia
Arizona	Nebraska	Oregon	Wyoming
Arkansas	Nevada	Pennsylvania	
Kansas	New Hampshire	South Dakota	
Kentucky	Nova Scotia	Texas	

Supervision reporting

In most instances, where a supervision contract is required, reporting requirements are also specified. Thirty-one jurisdictions were identified that require supervision reporting:

Alabama	Idaho	Nevada	Ontario
Alaska	Iowa	North Carolina	Oregon
Alberta	Louisiana	Northern Mariana Islands	Pennsylvania
Arizona	Mississippi	Nova Scotia	South Carolina
Arkansas	Missouri	Ohio	South Dakota
Georgia	Montana	Oklahoma	Tennessee
Texas	Vermont	Washington	Wyoming
Utah	Virginia	West Virginia	

The required frequency of supervision reporting varies as follows:

- 12 jurisdictions require reporting when the supervision plan/contract is terminated:

Arizona	Northern Mariana	Texas	Wyoming
Arkansas	Islands	Utah	
Iowa	South Carolina	Vermont	
Louisiana	Tennessee	Washington	
- 7 jurisdictions require semi-annual reporting:

Alberta	Mississippi	Oregon	Virginia
Idaho	North Carolina	South Dakota	Ohio
- 3 jurisdictions require quarterly reporting:

Nevada	Nova Scotia	Pennsylvania
--------	-------------	--------------
- 3 jurisdictions require annual reporting:

Alabama	Missouri	West Virginia
---------	----------	---------------
- The reporting frequency could not be found for three of the jurisdictions:

Alaska	Montana	Ontario
--------	---------	---------
- Oklahoma requires reporting at 25, 50 and 100 hours of educational supervision.