



Arizona Board of Behavioral Health Examiners

R4-6-212(C)

Cheat Sheet

Clinical Supervision Documentation

Acceptable hours **MUST** include all of the following:

- ✓ Written verification that clients are provided appropriate written notice of clinical supervision and means to obtain name and telephone number of clinical supervisor

- ✓ Verification that clinical supervision was not from a family member.

- ✓ Conduct on-going compliance review of clinical documentation to ensure maintains adequate written documentation.

- ✓ Monitoring activities to verify providing services safely and competently

- ✓ Rating of the overall performance as at least satisfactory, using a form approved by the Board.

- ✓ Review of ethical & legal requirements applicable practice, including unprofessional conduct as defined in A.R.S. §32-3251.

- ✓ Comply with the discipline-specific requirements in Articles 4 through 7 regarding clinical supervision.

- ✓ Maintain documentation of clinical supervision for at least seven years.

Provide instruction regarding:

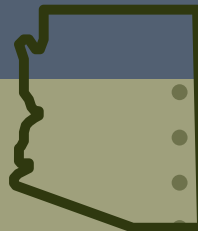


- Assessment
- Diagnosis
- Treatment plan development
- Treatment

Contemporaneously (within 10 days) written documentation for each session at each entity, including at minimum:



- Date and duration of the session
- Detailed description of topics discussed to include themes and demonstrated skills
- Name, signature, and date of the supervisee
- Name, signature, and date of the clinical supervisor
- Whether occurred on a group or individual basis



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